

Birling Parish Council

Draft Minutes of Meeting held on Tuesday 10th March 2020 in Birling Village Hall at 8pm

Present: Councillors Mrs J Westwood (Chair)
Mr N Hewett
Mr S Houldsworth
Mr S Hirst
Mrs S Spooner
Mr G Nevill
Mrs H Walker

Clerk Ms J Miller

Also in attendance: 3 members of the public, Borough Councillor Piers Montague

165. Apologies for absence

It was **RESOLVED** to receive and accept apologies from Cllr Nevill. Apologies were also received from Borough Councillor Ann Kemp and County Councillor Sarah Hohler.

166. Declarations of Pecuniary and Non-Pecuniary Interest

Cllr Houldsworth declared an interest in the Tarmac liaison meeting.

167. Reports - County, Borough and Police

Borough Councillor Piers Montague reported that the council tax bills are being received. The dog walking site progress will be reported when received. Larkfield Leisure Centre opening is delayed to mid-June due to asbestos surveys. Cllr Montague reported that the number of complaints about the waste services has been reducing.

Cllr Westwood raised issues with the amount of litter around the borough. It was noted that the latest advice and Country Eye app could be refreshed on the website.

It was noted that there were no items listed for Birling in the police report.

168. Open Forum – Public Participation Session

A member of the public asked that the parish should get prepared for Corona Virus in the village and have a helpline or something small. It was noted that advice shall be added to the parish council website and councillors could check up on local vulnerable residents.

A member of the public raised issues with the forthcoming planning application for a school in Trottiscliffe 'Bramble Park' and the impact on local traffic. (20/00384/FL)

A member of the public asked about the highways improvement consultation results.

169. Approval and signing of minutes of February's meeting

It was **RESOLVED** to approve the minutes of February's meeting. The minutes were duly signed by the chair.

Cllr Hirst entered the meeting at 20:29

170. (a) Matters arising and last month's circulation

i. West Malling Sandpit

No update had been received..

ii. Cutting back of Foliage / Streetlamp

To receive update on UKPN replacement of lamp.

It was noted that the streetlamp is now working.

iii. Parking issues

To receive update on sign installation.

vii. Dog Walking Site

To receive update

It was noted that Cllr Montague was following this up.

v. Meeting with Ryarsh School

To note update on meeting from Cllr Walker

Cllr Walker will email the chair with contact details.

vi. Culverts

To note update Kent County Council.

It was noted that the response time is 21 days.

vii. The bank verge infringement

To receive update on KCC report

viii. Defibrillator Update

To note battery replacement and electrode requirements.

It was noted that the defibrillator is working and this will be promoted on the website.

xi. Waste Collections

To note update

There was nothing further to update.

171. Matters for Information circulated to councillors

04/02/20 – Chief Executive's Bulletin

04/02/20 – National CSSC Green Message

04/02/20 – National CSSC Green Message

04/02/20 – E Watch 1735

04/02/20 – National CSSC Green Message

04/02/20 – Local Government Transition 4th February 2020

04/02/20 – The Rural Bulletin 04/02/20

04/02/20 – A21 Manor Farm Subway and Medway Viaduct

04/02/20 - Parish Newsletter Mailings Jan 2020

06/02/20 - Supplement: Kent County Council Services Update to the agenda for Parish Partnership Panel

11/02/20 – RSN Rural Digest

11/02/20 – Don't ignore it, share it e-bulletin February

11/02/20 – Parish Newsletter Mailings

11/02/20 – Introducing West Kent Engagement Meeting

11/02/20 – Help with developing rural proofing toolkit for health

11/02/20 – E Watch 1736

11/02/20 – Lets reclaim our starry skies

11/02/20 – NALC Chief Executive Bulletin

11/02/20 – Update on Smart Motorways M20

11/02/20 – National CSSC Green Message

11/02/20 – KALC planning events March 20

11/02/20 – E Watch 1737

17/02/20 – E Watch 1738

17/02/20 – Invitation to discover Gatwick

17/02/20 – M20 updates

17/02/20 – TMBC Easter activity schedule

17/02/20 – The Rural Bulletin

21/02/20 – E Watch 1740

21/02/20 – VE Day

21/02/20 – Roundhill Tunnel CCTV Replacement

24/02/20 – M20 Smart motorway updates

24/02/20 – Star Count is live!
24/02/20 – Catalytic Converter thefts
24/02/20 – Update on KCC District Manager Highways
24/02/20 – E Watch 1742
24/02/20 – National CSSC Green Message
24/02/20 – NALC Toilet Tax campaign
24/02/20 – Local Government Transition Bulletin
24/02/20 – Kent PCCs Spring Newsletter 2020
24/02/20 – The Rural Bulletin
24/02/20 – E Watch 1741
24/02/20 – We are Undefeatable campaign info

173. Meetings

(a) Meetings attended on behalf of the parish council

i. Tarmac Liaison Meeting – 12/02/20 Cllr Westwood.

It was noted that there had been reports of a humming noise on site, the chimney stack may need to be raised and dust on the ground.

ii. Neighbourhood Engagement Meeting – 26/02/2020.

The Councillors were unable to attend

iii. Secure the Landscape Meeting – 26/02/2020 Cllr Nevill.

Report forwarded from meeting

(b) Future meetings

i. Lord Lieutenants Civic Service – 17/03/2020

ii. Joint Parish Councils Transportation Consultative Group (JPCTCG) – 07/04/2020

174. Parish Business for Decisions

(a) Highways Improvement Plan

i. To receive responses and agree actions.

It was **RESOLVED** for the clerk to prepare all of the comments for councillors to consider verbatim.

It was **RESOLVED** to arrange a meeting with Kent County Council to review the responses.

The priority decisions will then be considered at the April meeting.

(b) Local Plan

i. To consider hearing actions and to note response required by April 9th.

It was noted that the issues of infrastructure might be of interest to Birling.

(c) Great British Spring Clean 2020

i. To receive update on litter pick arrangements

It was noted that the pick will take place at 9:30am.

Cllr Houldsworth left the meeting at 21:12

(d) Fly Tipping

i. Update on fly-tipping

It was **RESOLVED** to investigate CCTV cameras.

It was **RESOLVED** to ask Cllr Nevill about the erection of the fly-tipping signs.

(e) Village Maintenance

i. To consider quotation for refurbishment of the noticeboard.

It was **RESOLVED** to proceed with the refurbishment at a cost of £300.

ii. To receive update on refurbishment on village sign and replacement of pole.

It was **RESOLVED** to contact Mr Marchant to ask about village sign refurbishment.

077105962925

(f) VE Day

i. To consider updates from Cllr Nevill.

It was noted that the memorial will take place in September, rather than on VE Day.

175. Parish Business for Noting

(a) Website update

i. To note the following added to the website:-

- Road Closures, Ryarsh, Addington, Trottiscliffe.
- M20 Updates
- Catalytic Converter thefts
- Precept note
- Litter pick poster

It was noted that Corona Virus advice shall be added to the website regarding local support. The clerk shall be added to the village 'WhatsApp' group to assist with promoting assistance. Some caution was expressed due to the wider implications. The #KeepKentClean poster shall be added to the website.

176. Correspondence

(a) Secure Trust account closure

(b) Email from resident concerning bench on Holly Hill

It was **RESOLVED** to write back to the resident to clarify the exact position of the proposed bench. It was noted that the resident could be asked to contribute to the bulb planting.

177. Finance & Accounts

(a) To approve Bank Reconciliation February 2020. (Attachment 3)

Net Bank Balances as at 31/01/20 £22,205.60.

(b) To note budget position year to date February 2020.(Attachment 4)

(c) To approve PAYE record March 2020.

(d) Cheques to be approved and signed:

Payee	Budget	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	£342.91	N/A	N/A	March Salary
HMRC	Staff Costs	£85.60	N/A	N/A	HMRC PAYE March
J Miller	Clerk expenses	£300.11	N/A	N/A	Defib accessories, paper, stamps
J Miller	Clerk expenses	£150.30	N/A	N/A	Clerk mileage July -March 2019/20.

(e) To note update on Unity Trust Bank internet banking permissions – noted.

(f) To receive update on Natwest bank closure – noted.

178. Roads

(a) To report any road issues

It was noted that the missing sign had been stolen and has been reported.

(b) M20 Smart Motorway Works

To note update and concerns being raised about safety – noted.

(c) Road Closures – see website for details

- i. To note temporary road closures affecting Birling:
Ryarsh, Addington and Trottiscliffe.

179. Planning

(a) Applications to be considered

There were none.

(b) Decisions by Tonbridge and Malling Borough Council

There were none.

180. Matters for future meetings

It was noted that the usual substantive items shall appear on the next agenda. It was noted that Cllr Westwood may not be in attendance.

181. Date of next meeting: Tuesday 14th April 2020 at 8pm

Meeting closed at 21:55pm

Signed..... Date.....