

## **Birling Parish Council**

**All members of Birling Parish Council are summonsed to attend the  
FULL COUNCIL MEETING to be held on**

**Tuesday 9<sup>th</sup> June 2020 at 8pm**

**VIA Video Conferencing – please contact the clerk for log in details**

Public and Press are welcome to attend via video conference

Public Participation – Item 4 only

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**  
Police update for May circulated prior to the meeting.
- 4. Open Forum – Public Participation Session**  
The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ten minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- 5. Approval and signing of minutes of May's meeting** (*Attachment 1*)  
(*To be signed in person at next face to face meeting*)
- 6. (a) Matters arising and last month's circulation**
  - i. Parking issues**  
Deferred due to Corona Virus
  - ii Meeting with Ryarsh School**  
Deferred due to Corona Virus
  - iii. Culverts**  
Deferred due to Corona Virus
  - iv. The bank verge infringement**  
To note new report lodged with KCC
  - v. Waste Collection**  
To note update on bin collections
- (b) Matters for Information circulated to councillors**
  - 05/05/2020 E Watch 1762
  - 05/05/2020 Virtual VE day celebrations
  - 05/05/2020 COVID 19 Update
  - 12/05/2020 Rural Bulletin Update
  - 12/05/2020 Ryarsh Protection Group Update
  - 12/05/2020 Waste centre reopening
  - 12/05/2020 KALC updates on table of examples of COVID 19 support
  - 12/05/2020 Pipe cleaning in area – water
  - 12/05/2020 Planning system in crisis – CPRE
  - 12/05/2020 E Watch 1763
  - 12/05/2020 Grants Online
  - 12/05/2020 Good news re garden waste collections
  - 12/05/2020 RSN Funding Digest

12/05/2020 COVID 19 updates  
12/05/2020 NALC Coronavirus updates  
12/05/2020 Kent media release – coronavirus  
12/05/2020 Additional train services  
13/05/2020 Walking in Kent  
13/05/2020 NALC Chief Executive Bulletin  
16/05/2020 Latest information on COVID19 Funding  
16/05/2020 Scam Advice  
16/05/2020 E Watch 1765  
23/05/2020 All lane running Motorway  
23/05/2020 NALC Chief Executive bulletin  
23/05/2020 KALC online training pilot  
23/05/2020 COVID 19 Update  
23/05/2020 E Watch 1767  
23/05/2020 Kent Fire and Rescue Online Open Day  
23/05/2020 COVID 19 Content for Kent Residents  
23/05/2020 KALC Letter to Secretary of State for Communities and Local Gov  
23/05/2020 The Rural Bulletin May 2020  
23/05/2020 E Watch 1768  
23/05/2020 Help to Care App  
23/05/2020 KALC CEO Bulletin  
31/05/2020 E Watch 1769  
31/05/2020 Agenda for TMBC Joint Transportation Board  
31/05/2020 M20 Updates  
31/05/2020 KALC registration online training  
31/05/2020 NALC Open letter to councillors

## **7. Meetings**

### **(a) Meetings attended on behalf of the parish council**

There are none.

### **(b) Future meetings**

There are none.

## **8. Parish Business for Decisions**

### **(a) Highways Improvement Plan**

- i. To note meeting with KCC deferred due to Corona Virus.
- ii. To note survey results on website and social media.
- iii. To note updates to Traffic Management Act 2004 Guidance and consider actions.

### **(b) Local Plan**

- i. To note deferred due to Corona Virus

### **(c) BART Community Support**

- i. To note community support efforts update

### **(d) Fly Tipping**

- i. To note cameras deferred due to Coronavirus
- ii. To receive update

### **(e) Village Maintenance**

- i. To note work on refurbishment on village sign and replacement of pole deferred due to Corona Virus.

## 10. Parish Business for Noting

### (a) Website update

- i. To note the following added to the website:-
  - Road Closures and M20 Updates
  - Corona Updates
  - Kent Fire and Rescue open day (online)
  - Scam Advice
  - Survey results
  - Household waste sites opening

## 11. Correspondence

- (a) Email from resident concerning survey results (23/05/2020)
- (b) Email concerning anti social behaviour in village hall car par (referred to PCSO) 19/05/2020

## 12. Finance & Accounts

- (a) **To approve Bank Reconciliation May 2020.** (Attachment 3)  
Net Bank Balances as at 31/05/20 £XX
- (b) **To note budget position year to date May 2020.** (Attachment 3)
- (c) **To approve PAYE record June 2020.**
- (d) **Update on Secure Trust – to note documents being signed on 10<sup>th</sup> June**
- (e) **BACS to be approved and signed (in person at next face to face meeting):**

J Miller	Staff Costs	£255.87	N/A	N/A	June Salary
HMRC	Staff Costs	£156.80	N/A	N/A	HMRC PAYE June
123 Connect	Annual Mailbox Subscriptions	£144.00	£120.00	£24.00	Cllr Houldsworth mailbox 365 account for 12 months
KALC	Training	£72.00	£60.00	£12.00	Training Course Jan 2020 - Clerk audit training

- (f) **To note 2019- 2020 Year end Audit to be carried out 10<sup>th</sup> June.**

## 12. Roads

### (a) To report any road issues

To note no further update on 'welcome to' sign.

### (b) M20 Smart Motorway Works

- i. To consider writing to MP regarding safety concerns.
- ii. To note tree planting to commence in November.
- iii. To discuss increased traffic through the parish.

### (c) Road Closures – see website for details

- i. To note temporary road closures affecting Birling:  
Castle Way, Taylors Lane, Old School Lane, Wrotham Water Lane

## 13. Planning

### (a) To discuss TMBC changes to planning procedures and the impact on process

### (b) Applications to be considered

There are none.

**(c) Decisions by Tonbridge and Malling Borough Council**

There are none.

**14. Matters for future meetings**

**15. Date of next meeting: Tuesday 14<sup>th</sup> July at 8pm**

*Julie Miller* **Julie Miller, Parish Clerk** [clerk@birlingparishcouncil.gov.uk](mailto:clerk@birlingparishcouncil.gov.uk) **3<sup>rd</sup> June 2020**