

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
FULL COUNCIL MEETING to be held on
Tuesday 12th November 2019 at 8pm
Birling Village Hall, Snodland Road, Birling ME19 5JE
Public and Press are welcome to attend**

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**

Police Update October:
Crimes of note – Nothing to report
Anti Social Behaviour – Nothing to report
Items of good work – 07/10/2019 Traffic offence on Birling Road, vehicle seized for no insurance.
Hi visibility patrol through village – no concerns
Update of previous reported issues – No further calls in regards to nuisance youths.
- 4. Open Forum – Public Participation Session**
- 5. Approval and signing of minutes of October's meeting (*Attachment 1*)**
- 6. (a) Matters arising and last month's circulation**
 - i. Remembrance Day**

To receive report on event.
 - ii. West Malling Sandpit**

To receive update.
 - iii. Local Plan**

To receive update
 - iv. PCC Meeting**

To note correspondence re fly tipping and poaching and volunteer role
 - v. Cutting back of Foliage**

To receive update on cutting back of foliage around streetlamp.
- (b) Matters for Information circulated to councillors**

08/10/2019 E Watch 1700
08/10/2019 Weekly Trackers
08/10/2019 M20 Smart Motorways Updates
08/10/2019 Severe weather emergency protocol
08/10/2019 NALC chief executive bulletin
08/10/2019 Invitation building flood resilience
08/10/2019 Local Government Brexit bulletin
08/10/2019 E Watch 1701
08/10/2019 Rural Bulletin
08/10/2019 NALC policy consultation e briefing
08/10/2019 KCC trading standards Amazon scam
08/10/2019 Monthly bus services report
11/10/2019 KALC CEO Bulletin
11/10/2019 M20 Smart motorway update
18/10/2019 KALC news September

18/10/2019 Proposed new KALC post and AGM
 18/10/2019 KALC finance workshop and planning workshop
 19/10/2019 Waste services contract update
 19/10/2019 E Watch 1704
 19/10/2019 Update for local councils and VE Day
 19/10/2019 Warn and Inform
 19/10/2019 Lottery scams
 19/10/2019 Interfaith week
 19/10/2019 Rural bulletin
 19/10/2019 E Watch 1703
 19/10/2019 NALC Chief Executives Bulletin
 19/10/2019 KALC CEO bulletin
 24/10/2019 Brexit Bulletin
 24/10/2019 NALC bulletin
 24/10/2019 Airspace and NMB annual meeting
 24/10/2019 E Watch 1705
 24/10/2019 Rural Bulletin
 24/10/2019 KALC AGM 30th November
 24/10/2019 Hate crime awareness
 28/10/2019 KCC Budget Consultation
 28/10/2019 Inheritance scam
 28/10/2019 E Watch 1706
 29/10/2019 Tunbridge Wells Grammar School Consultation
 29/10/2019 CSSC Green message
 29/10/2019 NALC chief executives bulletin
 29/10/2019 Update on Smart Motorways
 29/10/2019 E Watch 1707
 29/10/2019 The rural bulletin
 29/10/2019 Council matters
 29/10/2019 Dynamic Councillor workshop
 31/10/2019 KALC news October
 31/10/2019 Our Manifesto for the Environment
 31/10/2019 Securing the Landscape Meeting Notes
 31/10/2019 M20 Updates
 31/10/2019 E Watch 1708
 31/10/2019 KALC information note on websites
 31/10/2019 KALC finance training
 31/10/2019 West Malling working group

7. Meetings

(a) Meetings attended on behalf of the parish council

- ii. West Malling bus pilot – 16/10/2019 Cllr Hewett
- iii. Securing the Landscape – 19/10/2019 Cllr Nevil
- iv. Ryarsh PC Highways update – 04/11/2019 Cllrs Hewett and Westwood

(b) Future meetings

- i. Parish Partnership Panel – 14/11/2019
- ii. Kent County Council Highways Seminar – 20/11/2019
- iii. JPTCTG – 28/11/2019
- iv. Kent Association of Local Councils AGM – 30/11/2019

8. Parish Business for Decisions

(a) Highways Improvement Plan

- i. To receive update from meeting with Ryarsh Parish Council
- (b) **John May and Godden Charity**
 - i. To appoint second Trustee to John May
 - ii. To receive update on Godden Charity
- (c) **Letter to Member of Parliament**
 - i. To agree response to Mr Tom Tugendhat
- (d) **Parking issues**
 - i. To consider sign
- (e) **Village Maintenance**
 - i. To receive update on quotation for refurbishment of village sign.
 - ii. To receive update on planting verges.
 - iii. To receive advice from TMBC on litter picking at the roadside.
 - iv. To note presentation of environmental champions award.
- (f) **Waste Services Contract**
 - i. To consider issues with waste collection
- (g) **Precept and Budget 2020/21**
 - i. To consider precept and budget for 2020/21 (*Attachment 2*)
- (h) **Kent County Council updates**
 - i. To note budget consultation 2020/21
 - ii. To note cabinet changes

9. Parish Business for Noting

(a) Website update

- i. To note the following added to the website:-
 - Road Closures
 - Halloween posters
 - M20 Updates
 - Updated policies
 - Remembrance Sunday
 - War memorial page
 - Bus timetable page

10. Correspondence

20/10/2019 Letter from resident regarding new LED lamp

11. Finance & Accounts

(a) To approve Bank Reconciliation October 2019. (*Attachment 3*)

Net Bank Balances as at 31/10/2019

(b) To note budget position year to date October 2019. (*Attachment 4*)

(c) To approve PAYE record November 2019.

(d) Cheques to be approved and signed:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
R Spicer	Reserves	01647	1236.00	£1030	£206	Post refurbishment
J Miller	Staff Costs	01648	£330.07	N/A	N/A	October salary

HMRC	Staff Costs	01649	£82.60	N/A	N/A	HMRC PAYE October
TMBC	Elections	01650	£137.92	£114.93	22.99	Annual subscription
Streetlights	Street lighting	01651	£178.80	£149.00	29.80	Maintenance
Streetlights	Street lighting	01652	£691.20	£576.00	115.20	Maintenance contract 2019/20
Poppy Appeal	S137	01653	£50.00	£50.00	0	Wreath for Remembrance
Unity Trust Bank	Internal Transfer	01654	£5000.00	N/A	N/A	Transfer of account

(e) To note update on Unity Trust Bank internet banking forms.

(f) To note update on Secure Trust Bank signatory changes.

(g) To appoint online banking service administrator

12. Roads

(a) To report any road issues

(b) To note salt bag ordered for hall car park

(c) M20 Smart Motorway Works

To note update

(d) Road Closures – see website for details

i. To note temporary road closures affecting Birling:

Snodland Road; Ryarsh Road; Birling Road Ryarsh; Birling Road Leybourne.

13. Planning

(a) Applications to be considered

TM/19/02491/FL 23 October 2019 Maria Brown

Former Manor House Walled Garden The Birling Estate Stangate Road Birling West Malling Kent

Redevelopment, restoration and change of use of former kitchen garden (currently used for equestrian purposes and the storage of building contractor's construction materials) into a wellness centre with treatment rooms, yoga studio, cafe and ancillary accommodation with associated works including the conversion and extension of existing potting sheds, the demolition of existing lean-to and stables, the removal of storage sheds and other structures, construction of new freestanding yoga studio, erection of new lean-to treatment centre and Café buildings, provision of car parking facilities and related improvements to existing site access and extensive landscaping works to kitchen garden

(b) Decisions by Tonbridge and Malling Borough Council

TM/19/02233 Bank Cottage, Ryarsh Road, Birling

T1 Willow tree – dead standing, dismantle to ground level, T2 Elm

Tree dismantle to ground level.

Approved.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960 because of the sensitive nature of the business to be transacted, the public and press were asked to leave the meeting during the consideration of the following item no. 18:

14. Clerk Appraisal

(a) To consider clerk appraisal and agree actions

15. Matters for future meetings

16. Date of next meeting: Tuesday 10th December 2019 at 8pm

Julie Miller

Julie Miller, Parish Clerk clerk@birlingparishcouncil.gov.uk

7th November 2019