

Birling Parish Council

Minutes of Meeting held on Tuesday 8th December 2020 via Video Conference Call at 8pm

Present: Councillors Mrs J Westwood (Chair)
Mr N Hewett
Mr S Hirst
Mr G Nevill
Mrs S Spooner
Mr D Yates

Clerk Ms J Miller

Also in attendance: County Councillor Hohler; Borough Councillor Montague; 0 members of the public

305. Apologies for absence

Apologies were received and accepted from Cllr Walker, apologies were also received from Cllr Kemp.

306. Declarations of Pecuniary and Non-Pecuniary Interest

There were none.

307. Reports - County, Borough and Police

To note damage to car window, gates stolen to the manor, and a break in at Clacketts Farm. There had been no formal police report received by the parish council.

Cllr Hohler reported that the KCC budget discussions are continuing.

New regulations are being introduced which will mean that all HGVs will be checked upon entry to county and if they deviate from the approved route there shall be on the spot fines. Cllr Hohler urged residents to report and video if possible registration numbers, dates and times if HGVs are seen in the parish.

Cllr Hohler reported the provisional date for the installation of the signage in Stangate Road has been set for January 2021.

Cllr Montague reported that Cllr Hohler and Cllr Hudson have been nominated by the Conservative party to stand at the County elections in May.

Cllr Montague reported that the planning inspector has serious concerns about the local plan and the borough is waiting for the concerns to be published before further action is taken.

Cllr Montague reported that an enforcement notice has been served on the dog walking site and he was thanked for his assistance with the site.

Fly tipping and litter issues were raised with Cllr Montague and possible solutions were discussed. Cllr Robin Betts good work was also noted.

308. Open Forum – Public Participation Session

There were none.

309. Approval and signing of minutes

It was **RESOLVED** to approve the following minutes:-

- (a) 10th November 2020
- (b) 17th November 2020
- (c) 24th November 2020

310. Matters arising and last month's circulation

i. Parking issues

Cllr Hewett distributed the letters and was thanked for his work in delivering to the relevant homes.

Cllr Hirst will photograph the issues with obstructions to the footpath and send to the clerk to forward to TMBC for assistance.

ii Meeting with Ryarsh School

Cllr Walker will provide an update at the next meeting.

iii. Culverts

Deferred due to Corona Virus

iv. The bank verge infringement

To note KALC advice and consider next steps

It was **RESOLVED** to instruct a solicitor to investigate the owner of the land.

v. Village Sign

To note that the sign has been painted and new pole ordered.

311. Matters for Information circulated to councillors

02/11/2020 HCLG Select Committee Public Survey – the future of planning in England.

02/11/2020 NALC Chief Executive bulletin

03/11/2020 KALC area committee

03/11/2020 E Watch 1814

03/11/2020 The Rural Bulletin

03/11/2020 Tarmac Liaison Meeting

03/11/2020 COVID 19 update

04/11/2020 Government COVID updates

04/11/2020 TMBC Community Hub

04/11/2020 Kent Fraud System Information

09/11/2020 E Watch 1815

09/11/2020 NHS Registry Service

09/11/2020 Gatwick Airport

09/11/2020 Brexit exporting food and drink

09/11/2020 COVID 19 Update

09/11/2020 Kent Police Rural Task Force

09/11/2020 Trust Customer Statement Lockdown 2.0

09/11/2020 National CSSC Green Message

09/11/2020 Parish Partnership Panel 12th November

09/11/2020 T&M Planning and Transportation Advisory Board

09/11/2020 Dunbrick temporary closure

09/11/2020 KALC News October

09/11/2020 Chairing Virtual meetings trianing3

10/11/2020 E Watch 1816

10/11/2020 The Rural Bulletin

10/11/2020 COVID 19 Update

10/11/2020 KCC and Kent and Medway CCG Support Cards

10/11/2020 Innovation Park Medway

10/11/2020 Annual rough sleeper estimate

14/11/2020 Connecting the countryside

14/11/2020 Weekly updates M20

14/11/2020 Gatwick Airport public meeting invitation

14/11/2020 E Watch 1817

14/11/2020 Bitesize learning KALC

14/11/2020 KCF social isolation campaign

14/11/2020 KALC AGM – 28th November 2020
 14/11/2020 Notes on Neighbourhood Planning
 16/11/2020 Brexit – new product safety rules
 23/11/2020 E Watch 1819
 23/11/2020 Gatwick Airport screening COVID
 23/11/2020 Kent County Council safeguarding SPD and statement of community involvement
 23/11/2020 M20 Updates
 23/11/2020 KALC CEO Bulletin
 23/11/2020 KALC Area Committee advance notice
 23/11/2020 Updated Government Guidance for safe use of multi-purpose community facilities
 23/11/2020 KCC Member Environment Briefing
 23/11/2020 Christmas Collection Dates – Waste Services
 23/11/2020 NALC Chief Executive Bulletin
 23/11/2020 KALC Community Awards Scheme 2021
 23/11/2020 Additional papers for KALC AGM
 23/11/2020 Census Engagement
 24/11/2020 Webinar on Wednesday plus Brexit helpline links
 24/11/2020 NALC Chief Executives Bulletin
 24/11/2020 KALC Webinar – getting in front of the camera
 24/11/2020 Local Government Bulletin 23 November
 24/11/2020 The Rural Bulletin
 24/11/2020 E Watch 1820
 28/11/2020 COVID 19 Updates
 28/11/2020 Community energy events
 28/11/2020 Tier 3 Lockdown Announcements
 28/11/2020 E Watch 1821
 28/11/2020 COVID 19 updates
 28/11/2020 Southeastern on track newsletter
 28/11/2020 Weekly programmed update

312. Meetings

(a) Meetings attended on behalf of the parish council

12/11/2020 TMBC Parish Partnership Panel – Cllr Westwood

It was **RESOLVED** for Cllr Westwood to forward the 1998/1999 information researched by Cllr Yates on fly tipping to Cllr Betts.

23/11/2020 KALC Annual General Meeting – Cllr Westwood

Members voted in favour to endorse: KALC's 3 Year Strategy, an increase in subscriptions and a motion for KALC to pursue vehicle registration details to be printed on take away food packaging.

(b) Future meetings

10/12/2020 KALC Area Committee- Cllr Westwood.

313. Parish Business for Decisions

1. Highways Improvement Plan

- i. To note signs to be installed on Stangate Road – January 11th 2021
- ii. To note Cllr Hohler awaiting press release details

(b) Local Plan

- i. To note update
This was covered earlier in the meeting by Cllr Montague.

(c) Coronavirus updates

- i. To note Tier 3 lockdown restrictions in Kent and Medway
- ii. To note community support efforts update from BART
- iii. To note Village Hall update

Cllr Nevill reported that the gate base needs repair and another CCTV camera is being installed to help reduce anti social behaviour in the car park.

(d) Fly Tipping / Litter

- i. To note fly tipping on Birling Place Farm

It was reported that this incident was filmed on dash cam and a story will be released in the case of a prosecution.

It was **RESOLVED** to put the information required for reporting incidents to TMBC supplied by Cllr Betts on the parish council website.

(e) No Parking Sign

- i. To receive update from Cllr Nevill.

A proof was circulated by Cllr Nevill and it was **RESOLVED** to proceed with installation.

(f) Budget and Precept 2021-22

- i. To note KALC subscription approval at AGM

- ii To approve precept and budget submission following tax base announcement 2021-22

It was **RESOLVED** to approve the budget of 2021-22 at £10,858.00, Band D equivalent of £53.51 – an increase of 0.71% on 2020-21.

- iii. To publish the precept report on the website when tax base confirmed – **AGREED.**

(g) IT Provider

- i. To consider switching IT providers to save money.

It was **RESOLVED** to proceed with a new provider at a cost of £456 per annum + VAT plus set up costs.

(h) Census 2021

It was **RESOLVED** to offer assistance as per the request.

(i) Strategic Plan

- i. To consider the development of a 3 year plan

It was **RESOLVED** to prepare a 3 year strategic plan document to inform residents of the parish council projects and aim to present at the Annual Meeting. The clerk and Cllr Yates shall prepare a draft.

314. Parish Business for Noting

(a) Website update

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

- Road Closures and M20 Updates
- Corona Updates
- Fraud updates
- Christmas waste collections
- Santa visit to Birling – 13th December.
- Ryarsh School PTA – Celebrity Christmas Trail 5th to the 13th Dec

315. Correspondence

- (a) Email from member of Ryarsh and Birling Garden Society regarding siting bench at Holly Hill – update received from Cllr Nevill.
- (b) Email from Allen Construction regarding parking and other pavement obstructions.

316. Finance & Accounts

(a) To approve Bank Reconciliation November 2020.

Net Bank Balances as at 30/11/20 £24,836.71

It was **RESOLVED** to approve the bank reconciliation for November 2020.

(b) To note budget position year to date November 2020.

It was **RESOLVED** to approve the budget position to date November 2020.

(c) To approve PAYE record December 2020.

It was **RESOLVED** to approve the PAYE record for December 2020.

(d) BACS to be approved and signed (in person at next face to face meeting):

It was **RESOLVED** to approve the BACS payments for December.

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|----------|-------------|---------|-----|-----|--------------------|
| J Miller | Staff Costs | £271.76 | N/A | N/A | Salary December |
| HMRC | Staff Costs | £168.00 | N/A | N/A | HMRC PAYE December |

317. Roads

(a) To report any road issues

An increase in potholes were noted and the increase in traffic during the replacement of the bridge.

(b) To report any updates on M20 Smart Motorway Works – noted.

(c) Road Closures – see website for details

- i. To note temporary road closures affecting Birling: Stangate Road; The Street, Ryarsh; Snodland Road.

318. Planning

(a) Applications to be considered

There were none.

(b) Decisions by Tonbridge and Malling Borough Council

There were none.

319. Matters for future meetings

The standing items shall be added to the agenda along with a draft 'wish list' for the strategic plan.

320. Date of next meeting: Tuesday 12th January 2021.

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. 321:

321. Clerk's Appraisal

The clerk left the meeting. The clerk's appraisal and proposed SCP point rise was **AGREED**.

Meeting closed at 22:15 pm

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

DRAFT