

Birling Parish Council

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

Tuesday 8th December 2020 at 8pm

**VIA Video Conferencing – please see website for Zoom log in
details**

www.birlingparishcouncil.gov.uk

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 circulated prior to the meeting.
To note damage to car windows.
- 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 the following meetings:**
 - (a) 8th November 2020
 - (b) 17th November 2020
 - (c) 24th November 2020 *(Attachment 1)*
- 6. (a) Matters arising and last month's circulation**
 - i. Parking issues**
Clerk to update the draft letter and once agreed distributed by Cllr Hewitt
 - ii Meeting with Ryarsh School**
To receive update on confirmation of the draft minutes.
 - iii. Culverts**
Deferred due to Corona Virus
 - iv. The bank verge infringement**
To note KALC advice and consider next steps
 - v. Village Sign**
To note update and new pole ordered.
- (b) 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

7. Meetings

(a) Meetings attended on behalf of the parish council

12/11/2020 TMBC Parish Partnership Panel – Cllr Westwood
23/11/2020 KALC Annual General Meeting – Cllr Westwood

(b) Future meetings – to consider Agenda

10/12/2020 KALC Area Committee

8. Parish Business for Decisions

(a) 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

(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

(d) Fly Tipping / Litter

- i. To note flytipping on Birling Place Farm

(e) No Parking Sign

- i. To receive update from Cllr Nevill.

(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
- iii. To publish the precept report on the website when tax base confirmed.

(g) IT Provider

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

(h) Census 2021 – see email

(i) Strategic Plan

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

10. 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

11. Correspondence

- Email from member of Ryarsh and Birling Garden Society regarding siting bench at Holly Hill – update from Cllr Nevill.
- Email from Allen Construction regarding parking

12. Finance & Accounts

(a) To approve Bank Reconciliation November 2020.

(Attachment 2)

Net Bank Balances as at 30/11/2020 £24,836.71

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

(Attachment 2)

(c) To approve PAYE record December 2020.

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

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

13. Roads

- To report any road issues
- To report any updates on M20 Smart Motorway Works
- Road Closures – see website for details
 - To note temporary road closures affecting Birling: Stangate Road; The Street, Ryarsh; Snodland Road, Birling;

14. Planning

(a) Applications to be considered

There are none.

(c) Decisions by Tonbridge and Malling Borough Council

There are none.

15. Matters for future meetings

16. Date of next meeting: Tuesday 12th January 2021 8pm

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. 17:

17. Clerk Appraisal

- To consider clerk appraisal review

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

2nd December 2020