

Birling Parish Council

Minutes of the MEETING of BIRLING PARISH COUNCIL held on Tuesday 8th June 2021

Birling Church

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

Also in attendance: Clerk Ms J Miller; Borough Councillor Montague

39. Apologies for absence

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

40. Declarations of Pecuniary and Non-Pecuniary Interest

There were none.

41. Reports

Cllr Montague reported that the ongoing flytipping issue is being discussed at the Street Scene committee this evening. It was noted that there were discussions taking place regarding the waste collection problems and reassured councillors that the issue is being progressed.

The boundary change report was discussed and that there is a proposed drop in councillor numbers from 55 to 43, this will result in changes to the grouping of the parishes. Cllr Montague encouraged the parish council to respond to the consultation with its views and general ideas. It was reported that all Local Plans have been turned down for Sevenoaks, Tonbridge and Malling and Tunbridge Wells for the same reason 'duty to co-operate'.

42. Approval and signing of minutes of meeting of May 4th 2021

It was **RESOLVED** to approve the signing of the minutes of May 4th 2021.

43. Open Forum – Public Participation Session

There were none.

44. Matters arising and last month's circulation

(a) Matters arising and last month's circulation

i. Parking issues

To note response from borough councillors – this was noted.

ii Meeting with Ryarsh School

To receive update from Cllr Walker – it was noted that this had been delayed due to Coronavirus.

iii. Culverts

Deferred due to Coronavirus.

iv. Box Tree

To note update from Cllr Hirst on tree works.

It was **RESOLVED** to seek a further quote for a hard cutback and for Cllr Hirst to obtain the relevant permission from TMBC.

v. Benches

To note quotations being sought for refurbishment.

It was noted that there had been difficulty obtaining quotes

It was **RESOLVED** to investigate the refurbished bench at Trottscliffe and to advertise on the Whatsapp for a local carpenter.

vi. Meeting Venues

To note future meeting arrangements

It was agreed to discuss this at the next meeting.

45. Matters for Information circulated to councillors

04/05/2021 MHCLG Electronic Communications Infrastructure Consultation
04/05/2021 Local Government Bulletin 27 April
04/05/2021 DCMS Broadband Consultation
04/05/2021 High Court verdict on remote meetings
04/05/2021 High Court verdict on remote meetings Update 2
04/05/2021 Help spread the word and keep gardens flourishing
04/05/2021 E Watch 1865
04/05/2021 Snodland Asphalt Plant Liaison Committee
04/05/2021 Local Government Bulletin 29 April
04/05/2021 April Newsletter
04/05/2021 NALC Chief Executive Bulletin
04/05/2021 West Kent Neighbourhood Watch Association
04/05/2021 E Watch 1866
04/05/2021 TM Youth Forum
09/05/2021 The Rural Bulletin
09/05/2021 Grant a Green
09/05/2021 NATIONAL CSSC Green Message
09/05/2021 Local Government Bulletin 4th May
09/05/2021 RSN Rural Digest
09/05/2021 KALC News April
09/05/2021 T&M Ramblers
09/05/2021 Local Government Bulletin 5th May
09/05/2021 NALC Coronavirus updates
09/05/2021 E Watch 1867
09/05/2021 Kent Police – Church possible cyber threat
09/05/2021 The government’s bottling it
11/05/2021 KCC Media Release – connect with nature
11/05/2021 E Watch 1868
11/05/2021 NALC Chief Executive Bulletin
11/05/2021 Local Government Bulletin 10th May
11/05/2021 Have your say on ward boundaries in T&M
11/05/2021 COVID19 Risk awareness
11/05/2021 Volunteers Week 2021
15/05/2021 The Rural Bulletin
15/05/2021 Local Government Bulletin 11 May
15/05/2021 NALC Newsletter
15/05/2021 E Watch 1869
15/05/2021 Came and Co newsletter
15/05/2021 COVID vaccine survey
15/05/2021 KALC training Communications
15/05/2021 Local Government Bulletin 12 May
15/05/2021 Local Government Bulletin 13 May
17/05/2021 Local Government Bulletin 14 May
17/05/2021 LGBCE Boundary Review: Warding Patterns virtual briefing
17/05/2021 SLEEP major projects briefing
19/05/2021 KALC T&M Committee minutes and fly tipping
19/05/2021 E Watch 1870
19/05/2021 The Rural Bulletin
19/05/2021 KALC Events
19/05/2021 Sign up to KALC website
19/05/2021 Local Government Bulletin 17 May
20/05/2021 Local Government Bulletin 18 May

20/05/2021 KALC CEO Bulletin
20/05/2021 Local Government Bulletin 19 May
24/05/2021 E Watch 1871
24/05/2021 Local Government Bulletin 20 May
24/05/2021 KALC Event Update
24/05/2021 NALC Chief Executive Bulletin
26/05/2021 Local Government Bulletin 21 May
26/05/2021 Rural Bulletin
26/05/2021 Parish Bus Shelter Grant application and guidance 2021-22
26/05/2021 Local Government Bulletin 24 May
26/05/2021 National CSSC Green Message
29/05/2021 E Watch 1873

46. Meetings

(a) Meetings attended on behalf of the parish council

18/05/2021 Ham Hill Quarry Meeting – Cllr Westwood

It was reported that the quarry has now moved over to LPG which should mean less fuel burn and less pollution. It was reported that the asphalt plant has been quite quiet recently. A boundary inspection showed up an increase in vandalism which has resulted in the need to repair and secure the fencing. It was noted that issues are being raised by the local representatives and reports are being sent directly to the quarry team to investigate. There is an ongoing issue with a loose drain cover on the road into the quarry which is being investigated.

It was noted that a planning application is being submitted to extend opening hours from 60 days – 180 days to cope with the increase in roadworks. A meeting of the group will be called when the application is made, to facilitate discussions about the proposed night movements.

(b) Future meetings

10/06/2021 Parish Partnership Panel – cancelled.

15 or 22/07/2021 KALC Area Committee

47. Parish Business for Decisions

(a) Highways Improvement Plan

i. To note update from KCC

It was noted that there had been no response in May or June to the chase ups and Cllr Hohler shall be asked to assist.

ii. To consider obtaining 20mph design quotation – this has been requested.

(b) Bank Infringement

i. To consider proceeding with legal advice.

It was **RESOLVED** to proceed with the ELS quote for advice.

ii. To note response from highways engineer regarding face to face visit to inspect – noted.

The clerk shall chase up KCC for news on a date for the dig back and a face to face meeting.

(c) Local Plan

i. To note update

This item was covered at the beginning of the meeting.

(d) Coronavirus updates

i. To consider village hall COVID-19 risk assessment requirements and future meeting venues.

It was noted that the meetings will continue at the Church until further notice.

(e) Fly Tipping / Litter

- i. To note litter pick finalised for 12th June 2021 – this was noted.
- ii. To note report issued by TMBC on Waste Services – this was noted.

(f) Strategic Plan

- i. To consider next steps.
It was **RESOLVED** to publish the plan results on the website and prioritise the work for short, medium and long term action at the next meeting.

(g) Rural Broadband

- i. To note response from KCC and consider next steps.
The results were received from KCC and Cllr Hohler will be asked to support the parish council to move the project forward.

(h) TMBC Boundary Review

- i. To discuss implications
A response will be considered at the next meeting.

48. Annual Governance and Accounting Return 2020-21

i. To consider and approve the statement of internal control for the year ending 31st March 2021

It was **RESOLVED** to approve the statement of internal control for 2020-21.

ii. To approve the Annual Governance Statement for 2020-21 Section 1 of the AGAR for the year ending March 2021

It was **RESOLVED** to approve the Annual Governance Statement for 2020-21.

iii. To Approve the Accounting Statement for 2020-21 Section 2

It was **RESOLVED** to approve the Accounting Statement for 2020-21.

iv. To Approve the parish council's certificate of exemption AGAR 2020-21

It was **RESOLVED** to approve the certificate of exemption for 2020-21

v. To note annual internal audit report to follow at next meeting – all noted.

vi. Risk Assessment

It was **RESOLVED** to approve the Council and Financial Risk Assessment 2020-21.

49. Parish Business for Noting

(a) Website update

- i. To note the following added to the website:-
 - Road Closures
 - Corona Updates
 - Scams
 - Strategy consultation results
 - Annual Parish Assembly

It was **RESOLVED** to add the T&M litter report to the website.

50. Correspondence

(a) Email from resident concerning Speed Indicator Device – it was noted that this will be reported to KCC.

(b) Email from West Kent Neighbourhood Watch Association for grant funding – it was **RESOLVED** not to contribute.

(c) Request from resident for location of Pinkham memorial – noted.

(d) Complaint from resident that Black bin not being collected by TMBC – noted.

51. Finance & Accounts

(a) To approve Bank Reconciliation May 2021.

Net Bank Balances as at 01/05/2021 £23,961.19

It was **RESOLVED** to approve the bank reconciliation for May 2021.

(b) To note budget position year to date May 2021 – noted.

(c) To approve PAYE record June 2021.

It was **RESOLVED** to approve the PAYE record for June 2021

(d) **BACS to be approved and signed:**

Payee	Budget	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	£293.29	N/A	N/A	June Salary
HMRC	Staff Costs	£182.00	N/A	N/A	HMRC PAYE May
Waveney IT	IT Costs	£45.60	£38.00	£7.60	April Monthly Mailbox Charge
Waveney IT	IT Costs	£45.60	£38.00	£7.60	May Monthly Mailbox Charge
JPTCTG	Subscription	£35.00	N/A	N/A	Annual Subscription

52. Roads

(a) To report any road issues

i. **M20 planting**

It was noted that the MP is attending a meeting with Highways England to review the M20 planting.

(b) **Road Closures – see website for details**

i. **To note temporary road closures affecting Birling:**

Ryarsh Road; Birling Road Leybourne; A228; Aylesford J5; A228 Malling Road; Snodland Road, Birling

(c) **Bus shelter** – to consider application for a grant – it was noted that there wasn't suitable area for a shelter in the parish.

53. Planning

(a) **Applications to be considered**

TM/ i. TM/21/01305/LB Frindale Cottage 80 Ryarsh Road Birling West Malling Kent ME19 5JR Listed Building Application: Installation of secondary windows

It was **RESOLVED** no objection.

ii. TM/21/01163/LDE Land Opposite The Close At Ryarsh Road Birling West Malling Kent Lawful Development Certificate Existing: use of adjoining land and building to property as a domestic garden incidental to the enjoyment of the main dwellinghouse for an uninterrupted period since 2001

It was **RESOLVED** that the parish council had no comment to make.

Decisions by Tonbridge and Malling Borough Council

TM/21/00966/FL 53 Ryarsh Road Birling West Malling Kent ME19 5JR Erection of detached single storey home office and landscaping

Approved on 27 May 2021 (BPC No objection)

54. Matters for future meetings

Standard agenda items to include; highways plan; boundary commission response; future meeting venue decision; strategic plan 'Short Medium Long' term prioritisation, bench refurbishment; Parish Magazine/Pilgrims.

55. Date of next meeting: Tuesday 22nd June at 20:30; Tuesday 13th July 2021 at 20:00

Meeting closed at 22:07pm

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