

Birling Parish Council

Minutes of Meeting held on Tuesday 12th May 2020 via Video Conference Call at 8pm

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

Clerk Ms J Miller

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

199. Apologies for absence

There were none.

200. Declarations of Pecuniary and Non-Pecuniary Interest

There were none.

201. Reports - County, Borough and Police

It was noted that there were no items listed for Birling in the police report.

Cllr Hohler reported that the budget situation is challenging however Kent County Council are using MS Teams to operate as best they can in the current pandemic. So far KCC has handled 2.4 million items of PPE, sickness levels are low and road works are being carried out. Waste Recycling Centres are re-opening on a bookings only basis from this week and Country Parks car parks are also being re-opened. Libraries will remain closed but there has been a successful campaign encouraging online membership which has attracted 3573 new members. KCC has delivered over 950 virtual adult education courses. The issues of scams was discussed and it was confirmed that there have been 34 trading standards alerts on scams since the virus started. KCC have been supporting 250 local food producers in Kent and helping local business with grant funding. The Kent Together project has supported over 1000 vulnerable people, in conjunction with district councils and KCC has provided 47,000 hours of social care in private homes each week.

Cllr Walker asked about the opening of schools and the concerns of parents. Cllr Hohler said there are not details as yet however the children are the least vulnerable people to the virus. KCC have noted that standards of home school work do vary.

Cllr Montague reported that the garden waste collections have started, but not in all areas. 95% of borough staff are working from home and this will stay the same for the foreseeable future. The cabinet has had its first online test meeting but poor broadband is affecting the efficiency of meetings. The first official meeting is this Tuesday and it will be live streamed. Planning applications are still going through, however councillors have not received much feedback from residents. Cllr Montague advised that there was no more news on the dog walking premises and he will follow this up.

202. Open Forum – Public Participation Session

There were none.

203. Approval and signing of minutes of April's meeting

It was **RESOLVED** to approve the minutes of April's meeting. The minutes will be signed at the next face to face meeting.

204. (a) Matters arising and last month's circulation

i. **West Malling Sandpit**

It was noted that the sand pit was not included in the Kent Minerals and Waste plan.

ii. **Parking issues**

Deferred due to Corona Virus

iii. **Meeting with Ryarsh School**

Deferred due to Corona Virus

v. **Culverts**

Deferred due to Corona Virus

vi. **The bank verge infringement**

To receive update on KCC report

vii. **58 Bus**

To note temporary service running during Coronavirus

vii. **Waste Collection**

To note reinstated brown bin collections.

The re-opening of waste collection sites was noted. There are some restrictions at Cuxton, although it can be used by residents.

205. Matters for Information circulated to councillors

01/04/2020 Kent Together media release

01/04/2020 RSN Funding Digest

01/04/2020 Covid-19 Trading Standards Information

01/04/2020 Watchout newsletter

02/04/2020 NALC Coronavirus update

07/04/2020 The rural bulletin

07/04/2020 NALC Coronavirus update

07/04/2020 E Watch 1753

07/04/2020 CSSC Green message

07/04/2020 Victim support

07/04/2020 E Watch 1754

07/04/2020 KALC Area committee

07/04/2020 KALC news articles from members

07/04/2020 Secure the landscape

07/04/2020 M20 j3-4

14/04/2020 E Watch 1756

14/04/2020 Fake Tesco phishing email

16/04/2020 Keeping a safety net around children

16/04/2020 NHS Kent and Medway CCG

16/04/2020 Covid 19 updates

16/04/2020 The Rural Bulletin

16/04/2020 E Watch 1755

16/04/2020 Domestic Abuse during isolation

16/04/2020 Scams targeting the community

29/04/2020 KCC public protection alert

29/04/2020 PHE Weekly Comms

29/04/2020 KCC & Medway public health media release

29/04/2020 E Watch 1760

29/04/2020 The rural bulletin

29/04/2020 COVID 19 update

29/04/2020 Parish bus shelter grant

29/04/2020 Kent PCC Spring letter

02/05/2020 KALC News April
02/05/2020 National CSSC Green Message
02/05/2020 COVID 19 update
02/05/2020 Parish newsletter Kent Police
02/05/2020 NALC COVID update
02/05/2020 Monthly bus update
02/05/2020 Update – supporting your local community
02/05/2020 E Watch 1759

206. Meetings

(a) Meetings attended on behalf of the parish council

There were none.

(b) Future meetings

There are none.

207. Parish Business for Decisions

(a) Highways Improvement Plan

- i. To note meeting with KCC deferred due to Corona Virus – noted.
- ii. To receive feedback from Cllr Hirst, prioritise items from feedback – noted.
- iii. To approve website release
The proposed summary feedback to release was circulated prior to the meeting and it was agreed to include that there will be another KCC meeting prior to the public meeting. It was also agreed to add in another slide with the comments that were highlighted by Cllr Hirst.
It was **RESOLVED** to add the Highways Improvement Plan slideshow to the website, noticeboard and the Whatsapp group when finalised.

(b) Local Plan

- i. To note deferred due to Corona Virus

(c) BART Community Support

- i. To note community support efforts update
It was noted that around 15 people had been helped and a future social event may be considered to involve the community.

(d) Fly Tipping

- i. To note cameras deferred due to Coronavirus – noted.
- ii. Signage update – it was noted that Cllr Nevill had received the signage.
The clerk will ask Ryarsh Parish Council about matters concerning CCTV and flytipping.

(e) Village Maintenance

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

208. Parish Business for Noting

(a) Website update

- i. To note the following added to the website:-
 - Road Closures and M20 Updates
 - Mental wellbeing support
 - Scam advice
 - BART support

- Kent Together
- TMBC support

209. Correspondence

- (a) Email from resident concerning suspicious behaviour behind Clacketts Farm (referred to 101) 03/04/2020
- (b) Email from resident concerning footpath MR71 obstruction 13/04/2020
It was **RESOLVED** to report the obstruction on footpath MR71 to Kent County Council for investigation.
- (c) Email concerning bench installation of bench. Member of Trust Fund Group of old Ryarsh and Birling garden society requesting support from council to transport and install bench on Holly Hill. Awaiting location to confirm land ownership.

210. Finance & Accounts

- (a) **To approve Bank Reconciliation April 2020.**
Net Bank Balances as at 30/04/20 £24,833.41
It was **RESOLVED** to approve the bank reconciliation for April 2020.
- (b) **To note budget position year to date April 2020 – noted.**
- (c) **To approve PAYE record May 2020.**
It was **RESOLVED** to approve the PAYE record for May 2020.
- (d) **Update on Secure Trust – to note deferred due to Coronavirus.**
- (e) **BACS to be approved and signed (in person at next face to face meeting):**
- (f) **2019- 2020 Year end Audit update**
It was noted that the annual audit will take place in June.

Payee	Budget	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	£247.47	N/A	N/A	May Salary
HMRC	Staff Costs	£165.20	N/A	N/A	HMRC PAYE May
Streetlights	Streetlighting	£178.80	£149.00	£29.80	First half of maintenance payment
Came and Co	Insurance Renewal	£626.42	£626.42	N/A	Annual insurance renewal
123 Connect	Annual Mailbox Subscriptions	£1008.00	£840.00	£168.00	Councillor and Clerk mailbox 365 accounts for 12 months
KALC	Annual Subscription	£244.32	£203.60	£40.72	Annual subscription fee

211. Roads

- (a) **To report any road issues**
To note no further update on 'welcome to' sign.
- (b) **M20 Smart Motorway Works**
There were no further updates. The traffic noise was noted and this will be monitored. The clerk will follow up the planning of the trees for screening.
- (c) **Road Closures – see website for details**
- To note temporary road closures affecting Birling:
Birling Road, Taylors Lane and Church Lane Trottiscliffe, Birling Hill and Stangate Road

212. Planning

- (a) **Applications to be considered**
There are none

(b) Decisions by Tonbridge and Malling Borough Council

There are none

197. Matters for future meetings

It was noted that the usual substantive items shall appear on the next agenda. The funding for cycling and walking will be included.

198. Date of next meeting: Tuesday 12th June 2020 at 8pm

Meeting closed at 21:48pm

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

DRAFT