

## **Birling Parish Council**

### **Minutes of Meeting held on Tuesday 10<sup>th</sup> November 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  
Mrs H Walker  
Mr D Yates

Clerk Ms J Miller

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

#### **290. Apologies for absence**

Apologies were received and accepted from Cllr Montague.

#### **291. Declarations of Pecuniary and Non-Pecuniary Interest**

There were none.

#### **292. Reports - County, Borough and Police**

Cllr Hohler reported that the future budget discussions continue at KCC. During half terms, over 20,000 school dinner vouchers were given to feed children in need. Cllr Hohler reported that the KCC website is promoting the 'Kent Together' scheme which offers support during COVID-19 telephone number is 03000 419298.

In T&M COVID positive figures are increasing whilst Canterbury and Tunbridge Wells they are decreasing.

The signs for Stangate Road were discussed and Cllr Hohler confirmed that there will be signs warning 'narrow bend' and 'parent and child in the road' and another sign close to the farm entrance.

Cllr Hohler was formally thanked for answering residents concerns about Stangate Road and acting quickly in having new signage installed funded from the members grant. It was noted that this action assisted towards fulfilling BPC Highways Improvement Plan that KCC have deferred to 2021.

Cllr Kemp reported that the borough council are busy arranging grants and community hubs for the second lockdown.

Cllr Nevill reported that the flytipping had finally been removed by TMBC.

The possible delays of the waste collection was noted due to the temporary closure of the Dunbrick site.

#### **293. Open Forum – Public Participation Session**

There were none.

#### **294. Approval and signing of minutes**

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

(a) October 13<sup>th</sup> 2020

The minutes were updated to include that the verge was unregistered.

#### **295. Matters arising and last month's circulation**

i. **Parking issues**

The clerk will update the letter with details of the Ryarsh School meeting and link it back to the survey and circulate to councillors to consider. Cllr Hewett offered to deliver the letters to Snodland Road up to Church; Ryarsh Road; Masters Lane.

**ii Meeting with Ryarsh School**

To receive update on meeting with head teacher.

Draft minutes were circulated to councillors. Cllr Walker shall chase to approve minutes.

**iii. Culverts**

Deferred due to Corona Virus

**iv. The bank verge infringement**

To note Cllr Walker approached suggested landowner.

To note digging back due in April/May.

The clerk will seek legal advice through KALC in the first instance.

**v. Waste Collection**

To note update on bin collections

This was discussed with Cllr Kemp.

**vi. Village Sign**

To note contractor has removed sign and is working on repairs.

**vii. Remembrance Service**

To note wreath laid on behalf of Birling Parish Council.

**296. Matters for Information circulated to councillors**

12/10/2020 COVID19 Champions

12/10/2020 Planning Campaign

12/10/2020 NALC Chief Executives Bulletin

12/10/2020 KALC/KCC/Kent and Medway Environment Board – Net Zero environment event

12/10/2020 Local Electricity Bill

12/10/2020 M20 Updates

12/10/2020 E Watch 1807

12/10/2020 KALC finance conference

12/10/2020 RSN rural bulletin

13/10/2020 E Watch 1808

13/10/2020 Securing the landscape toolkit questionnaire

13/10/2020 The Rural Bulletin

13/10/2020 Gatwick Announcement

13/10/2020 KALC news September

13/10/2020 KRF EU Transition threat

13/10/2020 Parish bus report September

13/10/2020 Planning White Paper- TMBC letter to Sec of State

13/10/2020 KALC bitesize courses

19/10/2020 Celebrate British parks

19/10/2020 Daily update on .gov.uk

19/10/2020 Planning White Paper

19/10/2020 Notice and Papers for KALC AGM

19/10/2020 E Watch 1809

19/10/2020 Guidance for Remembrance events

19/10/2020 M20 Updates

19/10/2020 NALC chief executives bulletin

19/10/2020 KALC CEO bulletin

19/10/2020 Halloween Updates

21/10/2020 E Watch 1810

21/10/2020 The Rural Bulletin

21/10/2020 COVID 19 Update  
25/10/2020 E Watch 1811  
25/10/2020 Kent Police Fraud Alert  
25/10/2020 COVID 19 Update  
25/10/2020 Knock and Check campaign  
25/10/2020 Updates from KCC  
29/10/2020 COVID 19 Updates  
29/10/2020 E Watch 1812  
31/10/2020 The Rural Bulletin  
31/10/2020 COVID 19 response  
31/10/2020 Innovation Park Medway  
31/10/2020 NALC chief executive bulletin  
31/10/2020 E Watch 1813  
31/10/2020 NALCs Tree Charter  
31/10/2020 Agenda for Area 2 planning committee  
31/10/2020 NHS Kent and Medway CCG  
31/10/2020 National CSSC green message  
31/10/2020 SWEP – rough sleepers  
31/10/2020 KCC Media release school dinners

## **297. Meetings**

### **(a) Meetings attended on behalf of the parish council**

29/10/2020 Tarmac Liaison Meeting – to note cancelled  
An update had been provided.

### **(b) Future meetings**

12/11/2020 TMBC Parish Partnership Panel  
28/11/2020 KALC Annual General Meeting

## **298. Parish Business for Decisions**

### **(a) Highways Improvement Plan**

- i. To note Ryarsh PC corresponded with regarding s106 funds - noted
- ii. To note signs to be installed on Stangate Road – noted  
Thanks were noted to Cllr Hohler for her efforts in Stangate Road.  
Clerk to contact Mrs Hohler for information for a press release.

### **(b) Local Plan**

- i. To note local hearings
- ii. To note letter from examining inspectors

### **(c) Coronavirus updates**

- i. To note lockdown from 5<sup>th</sup> November – 2<sup>nd</sup> December
- ii. To note community support efforts update from BART – noted.
- iii. To note Village Hall update  
It was noted that youths continue to congregate in the car park and the police are patrolling.

### **(d) Fly Tipping**

- i. To note flytipping not all removed by TMBC  
It was confirmed that it had been removed. Cllr Yates had circulated TMBC statistics, which included numbers of actions that have been taken against flytippers which was very low.
- ii. To note response from Ryarsh and Offham – increase in flytipping.

Cllr Yates agreed to look at the data and compare with other areas.

**(e) No Parking Sign**

i. To receive update from Cllr Nevill.  
It was noted that this was ongoing.

**(f) Budget and Precept 2021-22**

i. To consider budget and precept

It was **RESOLVED** to approve an annual budget of £11,218

It was **RESOLVED** to approve a draft precept of £11,058 which calculated against the tax base of 2020/21 of 205.41 equates to a band D value of £53.83, an increase of 1.33%.

The final precept increase will be confirmed when the new tax base has been received from TMBC.

**299. Parish Business for Noting**

**(a) Website update**

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

- Road Closures and M20 Updates
- Corona Updates
- Securing the landscape Toolkit
- Knock and Check campaign
- KCC Budget Consultation
- Halloween Updates
- CountryEye App

**300. Correspondence**

(a) 12/10/2020 Email from member of Ryarsh and Birling Garden Society regarding siting bench at Holly Hill – passed to Cllr Nevill.

**301. Finance & Accounts**

**(a) To approve Bank Reconciliation October 2020.**

Net Bank Balances as at 30/09/20 £26,017.24

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

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

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

**(c) To approve PAYE record November 2020.**

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

**(d) To note VAT return submitted for 2019-20**

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

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

J Miller	Staff Costs	£271.76	N/A	N/A	Salary November
J Miller	Clerk Expenses	£494.00			Desk and Chair
J Miller	Clerk Expenses	£18.00	N/A	N/A	Land registry checks
HMRC	Staff Costs	£168.00	N/A	N/A	HMRC PAYE October
Streetlights	Streetlighting	£178.80	N/A	N/A	Street Lighting Maintenance Contract payment 1/2
Poppy Appeal	Poppy Wreath	£50.00	N/A	N/A	Wreath for Remembrance

**302. Roads**

**(a) To report any road issues**

Cllr Walker advised that the PTFA at Ryarsh School are looking at putting on a village trail for Christmas. 5-17<sup>th</sup> December. Cllr Nevill was asked if the village hall car park could be used.

**(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:  
Snodland Road; Stangate Road

**303. Planning**

**(a) Applications to be considered**

It was noted that a planning application had come in after the agenda had been issued and an extra ordinary meeting shall be arranged for 17<sup>th</sup> November at 8pm.

**(b) Decisions by Tonbridge and Malling Borough Council**

i. TM/20/01866/FL Well Cottage 356 Stangate Road Birling West Malling Kent ME19 5JL  
Construction of two storey rear extension and erection of a garage with home office  
Refused on 27 October 2020

ii. TM/20/01903/FL 157 Castle Way Leybourne West Malling Kent ME19 5HW Single  
storey flank extension to provide WC, utility room and storage area  
Approved on 20 October 2020

iii. TM/20/02097/AGN Walnut Tree Farm Stangate Road Birling West Malling Kent ME19  
5JL Prior Agricultural Notification: erection of an agricultural storage building Prior  
Approval Not Required on 19 October 2020

**304. Matters for future meetings**

The standing items shall be added to the agenda.

**305. Date of next meeting: Tuesday 8<sup>th</sup> December 2020.**

**Meeting closed at 21.45 pm**

**Signed..... Date.....**