

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
FULL COUNCIL MEETING to be held on
Tuesday 10th September 2019 at 8pm
Birling Village Hall, Snodland Road, Birling ME19 5JE
Public and Press are welcome to attend**

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**
Police Update July:

Crimes of note: 19/07/2019 Burglary Birling Place Farm, nothing taken
Anti-Social Behaviour and other incidents of note: none
Items of good work: Hi vis patrols around the area. No new reports of nuisance youths.
E Watch reported car keys being stolen.

- 4. Open Forum – Public Participation Session**
- 5. Approval and signing of minutes of July's meeting (*Attachment 1*)**
- 6. (a) Matters arising and last month's circulation**
 - i. Village Party**
To receive report on this year's village party.
 - ii. West Malling Sandpit**
To note examination of Kent Minerals Site Plan commencing 8th October.
 - iii. Local Plan**
To receive update.
 - iv. Emergency Plan**
To receive update on community hub request.

(b) Matters for Information circulated to councillors

02/07/2019 E Watch 1673
02/07/2019 The rural bulletin
02/07/2019 Green waste bin hanger
16/07/2019 CPRE campaign updates
16/07/2019 E Watch 1676
18/07/2019 Gatwick Airport final master plan
18/07/2019 Changes to NHS healthcare system
18/07/2019 NALC Annual Conference
18/07/2019 Annual Policing Survey
18/07/2019 Kent and Medway low emissions strategy consultation
18/07/2019 The rural bulletin
18/07/2019 NALC chief executives bulletin
18/07/2019 M20 updates
22/07/2019 NALC newsletter
22/07/2019 E Watch 1678
22/07/2019 E Watch 1674
23/07/2019 E Watch 1679
23/07/2019 M2 junction 7-5 works
23/07/2019 The rural bulletin

23/07/2019 KALC Clerks conference
24/07/2019 M20 updates
24/07/2019 Heatwave affecting South Eastern services
26/07/2019 Additional M20 closures 28th July
29/07/2019 Chief executives bulletin
29/07/2019 Fake TV licensing scam
29/07/2019 NALC policy briefing draft data sharing code of practice
29/07/2019 E Watch 1680
01/08/2019 E Watch 1681
01/08/2019 The rural bulletin
01/08/2019 Invitation to rural conference
01/08/2019 NALC May 2019 survey
01/08/2019 Star council awards 2019
01/08/2019 E Watch 1682
02/08/2019 M20 updates
02/08/2019 Chief executives bulletin
02/08/2019 National CSSC Green message
07/08/2019 E Watch 1683
07/08/2019 The rural bulletin
07/08/2019 KCC Community Transport Grant
07/08/2019 RSN rural funding digest
07/08/2019 Website accessibility regulations
07/08/2019 Southeastern franchise extended
10/08/2019 E Watch 1684
10/08/2019 M20 updates
10/08/2019 Chief executives bulletin
10/08/2019 Universal scam alert
10/08/2019 Will you help clean up the countryside? CPRE
11/08/2019 KALC finance and transport conference
11/08/2019 Mediation in Maidstone
13/08/2019 Summer newsletter 2019 – PCC
13/08/2019 Neighbourhood plans
13/08/2019 E Watch 1685
13/08/2019 The rural bulletin
13/08/2019 Southeastern proposed timetable changes consultation
13/08/2019 M20 updates
17/08/2019 Warn and inform – Op Wolfskin
17/08/2019 Invitation to Southeastern Stakeholder forum
17/08/2019 Dynamic councillor event
17/08/2019 E Watch 1686
17/08/2019 Chief executives bulletin
17/08/2019 M20 updates
20/08/2019 KALC news – August 2019
20/08/2019 Draft Kent and Medway Housing Strategy 2019-23
20/08/2019 E Watch 1687
20/08/2019 The rural bulletin
20/08/2019 KCC Draft drainage and planning policy statement
20/08/2019 KALC transport conference
20/08/2019 Southeastern on track newsletter
20/08/2019 Four opportunities to have your say NHS
20/08/2019 Recycle week partner materials live
04/09/2019 Bringing the NHS back to life
04/09/2019 M20 updates

7. Meetings

- (a) **Meetings attended on behalf of the parish council**
 - i. 15/07/2019 Highways Improvement Plan site meeting with KCC
Cllr Hewett and Clerk
 - ii. 01/08/2019 Police Crime Commissioner
Cllrs Westwood and Hewett
 - iii. 22/08/2019 Securing the Landscape T&CG
- (b) **Future meetings**
 - i. JPCTCG –September
 - ii. Parish Partnership Meeting – 05/09/2019 (JW apologies sent)
 - iii. KALC Area committee 19/09/2019

8. Parish Business for Decisions

- (a) **Highways Improvement Plan**
 - i. To consider proposals from Kent County Council and agree actions
(Attachment 2)
- (b) **Police Crime Commissioner**
 - i. To receive update on meeting from Cllr Westwood and Cllr Hewett
and agree actions
- (c) **Streetlights upgrade to LED**
 - i. To consider upgrade at £2600 + VAT and annual maintenance
contract £298 + VAT.
- (d) **Letter to Member of Parliament**
 - i. To receive update on letter sent to MP
- (e) **Model Financial Regulations**
 - i. To approved updated financial regulations previously circulated to
councillors.
- (f) **Grants and Donations**
 - i. To consider amount to contribute to Village Hall CCTV
- (g) **Community Walk**
 - i. To consider any final arrangements
- (h) **General Data Protection Regulations**
 - i. To note updated action plan.
- (i) **Parking issues**
 - i. To receive land registry search and agree actions
- (j) **Village Maintenance**
 - i. To receive update on quotation for refurbishment of village sign
 - ii. To approve quotation for painting of village gateways
 - iii. To receive update on planting verges
 - iv. To consider date for litter pick and joining the CPRE Green Clean
campaign.

9. Parish Business for Noting

- (a) **Website update**
 - i. To note the following added to the website:-
 - Road Closures

- M20 Updates
- Emergency Plan contact details
- Waste collection updates
- KCC recycling links
- Maidstone Mediation

10. Correspondence

16/07/2019 – West Malling Parish Council – Planning Appeal Lavenders Lane
 24/07/2019 – Ryarsh Protection Group Lotto
 07/08/2019 – Jason Wenlock Kent Police – volunteer role
 06/08/2019 – CSU thank you letter for positive feedback

11. Finance & Accounts

- (a) To approve Bank Reconciliation July 2019. (Attachment 3)
 Net Bank Balances as at 31/07/2019 £27,359.
 (b) To note budget position year to date July 2019. (Attachment 4)
 (c) To approve PAYE record August & September 2019.
 (d) Cheques to be approved and signed:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	1641	£330.27	N/A	N/A	August salary (already signed)
HMRC	Staff Costs	1642	£82.40	N/A	N/A	HMRC PAYE August (already signed)
	SPOILT	1643				
HMRC	Staff Costs	1644	£82.60	N/A	N/A	HMRC PAYE Sept
J Miller	Staff Costs	1645	£330.07	N/A	N/A	September salary

- (e) To complete Unity Trust Bank internet banking forms.
 (f) To note bank account transfer action plan progress. (Attachment 5)
 (g) To complete Secure Trust Bank letter.

12. Roads

- (a) **Vegetation clearance planned for August by KCC – awaiting update**
 (b) **To note KCC dealing with contractor regarding dumped tree stumps**
 (c) **To report any road issues**
 (d) **M20 Smart Motorway Works**
 To note update
 (e) **Road Closures – see website for details**
 i. To note temporary road closures affecting Birling:
 Paddlesworth Road, Workhouse Road, Birling Road, Malling Road, Legge Lane.

13. Planning

- (a) **Applications to be considered**
 i. TM/19/01918/FL Annex at the Barn 51 Legge Lane
 Use of annex as a separate dwelling without complying with Condition (ii) of planning permission reference TM/87/0508 dated 19 June 1987

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

- i. 161 Castle Way Demolition of existing garage and erection of a single storey rear extension
APPROVED on 6th August 2019
(BPC – no objections)

14. Matters for future meetings

15. Date of next meeting: Tuesday 8th October 2019 at 8pm

Julie Miller

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

5th September 2019