Birling Parish Council

<u>Draft Minutes of Meeting held on Tuesday 12 September 2017 in Birling Village Hall at 8pm</u>

Present: Councillors Mr Colin Grimmett (Vice Chair)

Mr Neil Hewett Mr Stuart Hirst
Mr Guy Nevill Mrs Helen Walker

Mrs Grimmett (outgoing Clerk), Ms Pilbeam (incoming Clerk), 1 member of the public

1 Apologies for Absence and Declarations of Interest

Apologies were received from Mrs Westwood for which reasons were given and accepted. Cllr Mrs Hohler and Cllr Matthew Balfour also gave their apologies.

Cllr Helen Walker declared an interest in item planning item TM17/01975/FL.

2 Reports

Previously circulated to all councillors.

The member grant scheme was discussed and it was noted for councillors to consider any purchases under this scheme.

3 Open Forum

The member of the public was invited to address the meeting. The planning application TM/17/02206 was raised, the member of the public asked if there were any questions regarding the application and it was confirmed that the council does not have any objections.

Mrs Helen Walker entered the meeting at 20.10pm

The member of the public left the meeting at 20.14pm.

The member of the public re-entered the meeting and admitted that he had audio recorded the meeting then left the meeting.

4 Approval and Signing of Minutes of Previous Month's Meeting

It was **RESOLVED** that the minutes of the meeting held on Tuesday 11 July 2017 be **APPROVED** and they were to be **SIGNED** by the Chair at next month's meeting.

5 <u>Matters arising and last month's circulation</u>

(a) Actions from July's meeting:

Hawthorn Bush – Planning application has been submitted to TMBC to reduce the bush that is obscuring the view of the church. 1quote has been received with another to be obtained once approval has been given.

It was **RESOLVED** for Cllr Hirst to meet the TMBC officer on site to discuss the best options.

Came & Co – A full refund from inception in 2012 totalling £1181.12 had been accepted and payment has been received. Mrs Grimmett was commended on identifying the issue and obtaining the refund.

Laser – It was reported that invoicing is now up to date and will continue to be received & paid monthly by DD.

(b) Traffic Survey

No news at present. Clerk to contact Mrs Hohler and ensure KCC are aware of the half term dates to avoid.

(c) Vacancy for Parish Clerk

Julie Pilbeam had been appointed and was welcomed to the Council

(d) Any other matters arising

Cllr Hewett asked about the s106 monies for the bus services. It was agreed for Cllr Hewett to re-send the response on behalf of the chair.

Cllr Nevill asked about the rural broadband and it was confirmed that fast broadband had come down as far as The Close. It was agreed for the Clerk to contact George Chandler at KCC to confirm the timescales on delivering the broadband and feedback to residents via the minutes.

6 Parish Business and Decisions

(a) Donation to All Saints' PCC Heritage Weekend

As previously discussed it was **AGREED** that a donation of £250 be made.

(b) Draft Tonbridge and Malling Parish Charter

It was noted.

(c) Any other business to be decided

Nothing was raised under this heading.

7 <u>Correspondence</u>

KCC - Rights of Way Improvement Plan Consultation.

This was circulated to all councillors prior to the meeting. It was agreed for the clerk to circulate the questions within the questionnaire and gather councillors' responses to submit before 17th September.

Parkfoot Garage – Questionnaire re Proposed parking. It was confirmed that responses have been sent in.

Highways England – M20 Junctions 3 – 5 Smart Motorway Exhibition.

8 Financial Matters

(a) The reconciliation sheets for the 1st quarter, July and August, bank statements & PAYE records were signed.

NatWest balances as at 31 August 2017:

Current £19266.24 Reserve £100.47 Secure Trust Bank: £17447.14.

(b) Cheques to be signed

The following cheques were signed:			Net	VAT	Gross
1545	Mrs Grimmett	August & Sept salary			£565.22
1546	Birling Village Hall	Hire of Hall			£28.00
1547	HMRC	PAYE			£70.60
1548	Julie Miller	Sept salary			£302.71
1549	Mrs Grimmett	Reimbursements (incl. wrea	ath)		£86.56
1550	Birling PCC	Heritage Weekend	-		£250

(c) Audit Report

PKF Littlejohn had emailed an advice that an "except for" matter regarding Section 2 Box 9 had been raised. Information indicates that assets purchased during the prior year have not been included in Box 9. An "other" matter had also been raised regarding non-compliance with Reg 15 as the period shown for the exercise of public rights was less than 30 consecutive working days in length (29). These matters are subject to review and sign off by an engagement lead and the audited accounts have not yet been received.

Mrs Grimmett had apologised to the Chair for these errors.

(d) Any other financial business

No other financial business was raised.

9 Roads

(a) JPCTCG Meeting 27 September

Cllr Grimmett explained that he was unable to attend the JPCTCG.

(b) Any Other Roads Business

Cllr Hirst asked about the conversation of the street lights to LED, Mrs Grimmett reported that the KCC officer has been on annual leave and the clerk will follow up.

Cllr Hewett reported that the western overbridge re-surfacing being carried out and the works had overrun into a Monday morning.

Cllr Hewett also reported that the East Street Bridge at Addington works are being programmed work expected to start on 31st October – 31st March 2018.

Cllr Grimmett asked councillors to agree an email is sent to Cllr Matthew Balfour concerning the issues at the roundabout on the A228 into Birling, the traffic turning left out of Castle Way is also affecting the amount of traffic blocking the roundabout. It was also agreed to ask for the results of the traffic monitoring on Castle Way. Cllr Grimmett to formulate an email and circulate to councillors.

10 Planning

New:

TM/17/02009/FL 7 Bull Road ME19 0NG

Proposal: First Floor side extension and internal alterations

BPC: No Objection

TM/17/02206/FL Highfield House, 62 White Horse Road, DA13 0UF

Proposal: Form annex ancillary to main house with new roof & dormers to garage

(resubmission of TM/17/00166) **BPC: No Objection**

TM/17/02229/TNCA All Saints Church, Snodland Road, Birling **Proposal:** Reduce height of box tree adjacent to war memorial

BPC: Unable to comment

TM/17/02252/TNCABirling House 15 Ryarsh Road Birling ME19 5JW

Proposal: Fell 2 x Sycamore & replant with 2 x prunus avium

BPC: No objections

TM/17/02264/MIN Ham Hill Quarry

Proposal: Section 73 application to vary condition of permission TM/12/983 to allow out

of hours vehicle movements associated with the importation of waste materials

BPC: Comments – it was agreed for the Clerk to re-send the agreed response

to TMBC.

TM/17/02378/FL The Cottage 30 Masters Lane Birling ME19 5JP

Proposal: Demolition of utility room & erection of single storey side extension

BPC: No objections

TM17/01975/FL Timberley, 19 Masters Lane, Birling ME19 5JP

Proposal: Section 73 application to remove condition 8 (permitted development)

Pursuant to planning permission TM/16/02658.

BPC: It was agreed to for Cllr Hewett to submit the response on behalf of the

Parish Council.

Decisions:

TM/17/01417/FL Langold House 285 Snodland Road Birling ME19 5JQ

Proposal: Demolition, relocation and construction of coach house with ancillary

residential annex

BPC: No objections **TMBC:** Approved

TM/17/01156/FL 29 Ryarsh Road, Birling ME19 5JR

Proposal: Demolition of existing side extension & erection of single storey side

extension & loft conversion including rear dormer & rooflights to front

BPC: No objections TMBC: Approved

TM17/01321/FL Timberley, 19 Masters Lane, Birling ME19 5JP

Proposal: Erection of wooden summerhouse

BPC: No objections TMBC: Refused

TM/01003/FL Kent Dog Walker

Proposal: Section 73 Variation re number of dogs being exercised
BPC: Granted with conditions

11 Any Other Business

(a) A break in was reported in the village

- **(b)** It was reported that there is another application for the new hall at Ryarsh Primary School and councillors were invited to send personal comments of support.
- **(c)** Cllr Nevill noted that the village party was a success at the weekend.
- **(d)** Clerk had notified Downsmail that residents are still not receiving the magazine and the matter is being investigated.
- **(d)** Public Clocks can fit a pendulum regulator costing £1760+VAT which will automatically keep time and make the summer and winter adjustments this was noted.
- (e) Nothing further was raised under this heading.

12 <u>Date of next meeting</u>

As previously agreed the next meeting will be held at **8pm on Tuesday 10 October 2017.** There being no further business the meeting closed at 21.34pm.