

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
FULL COUNCIL MEETING to be held on
Tuesday 9th July 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**
- 4. Open Forum – Public Participation Session**
- 5. Approval and signing of minutes of June’s meeting (*Attachment 1*)**
- 6. (a) Matters arising and last month’s circulation**
 - i. West Malling Sandpit**
To receive update
 - ii. Local Plan**
To receive update
 - iii. LED Upgrade**
To note update from KCC

(b) Matters for Information circulated to councillors

03/06/2019	Police report update May
04/06/2019	Bus feeder pilot Working Group
09/06/2019	CPRE Climate Change
09/06/2019	KALC updated flyer – training events
09/06/2019	E Watch 1666
09/06/2019	Communication and social media conference
09/06/2019	NALC newsletter
09/06/2019	Parish Partnership Panel programme of dates
09/06/2019	Scam awareness
09/06/2019	National CSSC green message
09/06/2019	RSN Rural Funding Digest
09/06/2019	Rural bulletin
09/06/2019	E Watch 1665
09/06/2019	Chief Executive’s bulletin
09/06/2019	Defib appeal
12/06/2019	PCC volunteer scheme
12/06/2019	Rural bulletin
12/06/2019	E Watch 1667
16/06/2019	Chief Executives bulletin
16/06/2019	Parish Partnership Panel – Southern Water
16/06/2019	NALC Annual Conference
16/06/2019	National CSSC green message
16/06/2019	HMRC Scams
16/06/2019	Independent Police Advisory Group
16/06/2019	TMBC summer holidays activity brochure
16/06/2019	Try Angle Awards
16/06/2019	NALC Star Councils

16/06/2019	E Watch 1669
16/06/2019	Rural bulletin
18/06/2019	NALC annual conference
18/06/2019	Improved recycling services
18/06/2019	Door step crime
18/06/2019	KALC Councillors Conference July 2019
18/06/2019	E Watch 1670
18/06/2019	Community Resilience / Emergency Plan
23/06/2019	it's time to #loveparks
23/06/2019	KALC news June
23/06/2019	Chief Executives bulletin
23/06/2019	KALC website survey
26/06/2019	Southern Water Stakeholder Workshop
26/06/2019	National Insurance Scams
26/06/2019	E Watch 1671
26/06/2019	Rural bulletin*
30/06/2019	Chief Executives bulletin
30/06/2019	M2 junction 2 surveys
30/06/2019	Driveways and gardening scam
30/06/2019	National CSSC green message
30/06/2019	Star council awards 2019
30/06/2109	E Watch 1672
30/06/2019	KALC training events.

7. Meetings

- (a) **Meetings attended on behalf of the parish council**
 - i. Big Conversation – Cllr Hewett – 21/06/2019
 - ii. Parish Partnership Panel 13/06/2019 – apologies Cllr Westwood
 - iii. Joint Standards Committee TMBC – 12/06/2019 – Apologies Cllr Westwood
- (b) **Future meetings**
 - i. Highways Improvement Plan meeting with KCC – 15/07/2019
 - ii. JPCTCG – deferred to September
 - iii. Police Crime Commissioner – 16/07/2019
 - iv. Leybourne PC Public Meeting – 25/07/2019

8. Parish Business for Decisions

- (a) **Emergency Plan**
 - i. To note TMBC response to flooding
 - ii. To consider updates to Birling Emergency Plan
 - iii. To consider site of community hub
- (b) **Letter to Member of Parliament**
 - i. To ratify letter to MP
- (c) **Police Crime Commissioner**
 - i. To confirm councillors in attendance at potential meeting
- (d) **Grants and Donations**
 - i. To consider amount to contribute to church funding
 - ii. To consider amount to contribute to Village Hall CCTV
 - iii. To consider amount to contribute to Village Party

- (e) **Community Walk**
 - i. To agree advertising and distribution
- (f) **General Data Protection Regulations**
 - i. To note updated action plan.
- (g) **Parking issues**
 - i. To consider no parking signs
- (h) **Village Maintenance**
 - i. To note update on quotes for repainting traffic calming areas
 - ii. To note update on refurbishment of village sign – Cllr Houldsworth
 - iii. To consider parish lengthsman role
 - iv. To consider planting in rough ground areas

9. Parish Business for Noting

(a) Website update

- i. To note the following added to the website:-
 - Road Closures – Legge Lane & Snodland Road
 - M20 Updates
 - KCC Trading Standards advice
 - TMBC children’s summer activities
- ii. To note legal requirements for Accessibility Statement
- iii. To note security certificate updated

10. Correspondence

There was none.

11. Finance & Accounts

- (a) To approve Bank Reconciliation June 2019 *(Attachment 5)*
Net Bank Balances as at 31/05/2019 £27,359
- (b) To note budget position year to date June 2019 *(Attachment 6)*
- (c) To approve PAYE record July 2019
- (d) To approve annual insurance renewal through broker Came and Company at £609.63 (three year long term agreement)
- (e) Cheques to be signed:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	1635	£330.07	N/A	N/A	July salary
HMRC	Staff Costs	1636	£82.60	N/A	N/A	HMRC PAYE July
Came and Company	Insurance	1637	£609.63	£609.63	N/A	Insurance renewal
Village Party	Grants and Donations	1638	£500.00	N/A	£75.00	Annual Village Party donation
J Miller	Clerk Expenses	1639	£76.95	N/A	N/A	Mileage Mar – Jun 2019

- (f) To note bank account transfer action plan *(Attachment 6)*

12. Roads

- (a) To note vegetation clearance and tree stumps being actioned by KCC.
- (b) To report any road issues

(c) M20 Smart Motorway Works

To note update

(d) Traffic Calming Measures

i. To note KCC highways improvement plan meeting 15/07/2019

(e) Road Closures

i. To note temporary road closures affecting Birling:
Legge Lane; Snodland Road

13. Planning

(a) Applications to be considered

i. TM/19/01366/FL 161 Castle Way, Birling

Demolition of existing garage and erection of single storey rear/side extension.

(b) Decisions by Tonbridge and Malling Borough Council

i. TM/19/00832/FL Ley Farm Cottage, Snodland Road, Birling

Demolition of an existing workshop building and a second outbuilding.

Erection of a new dwelling house – APPROVED

ii. TM/19/01145/TNCA Bank House 74 Ryarsh Road, Birling

Tree works – NO OBJECTIONS

14. Matters for future meetings

15. Date of next meeting: Tuesday 10th September 2019 at 8pm

Julie Miller

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

4th July 2019