

## **Birling Parish Council**

### **Minutes of Meeting held on Tuesday 13 September 2016 in Birling Village Hall at 8pm**

**Present:** Councillors      Mrs Westwood (Chair)                      Mr Grimmett (Vice Chair)  
   Mr Hewett    Mr Nevill  
   Mrs Spooner     Mrs Walker

Mrs Grimmett (Clerk) and County Cllr Matthew Balfour

#### **1      Apologies for Absence and Declarations of Interest**

Apologies were received from County Cllr Sarah Hohler and Cllr Harrington. Cllr Walker declared an interest in the planning applications for Masters Lane as a neighbour and Dykes Place as a friend of the owners.

#### **2      Reports**

**Borough:**      Cllr Balfour reported that the Boundary Commission Report had been published recommending that Birling be incorporated in Sevenoaks, Kings Hill and Snodland in Medway and Tonbridge would be part of Tonbridge & The Weald. KCC's pot hole blitz is coming to an end and to report any new ones. The result of the Lower Thames Crossing consultation should be out later this year and KCC is anxious that traffic should not impinge on A228. HGV fly parking is also becoming a major problem county wide and Kent Highways need powers to establish proper lorry parks. Litter and courtesy on the roads are also matters about which Kent Highways want to educate the general public and speeding continues to be an issue. Cllr Westwood said that, from comments made at the Parish Partnership Panel, parishes have become disillusioned with the lack of support for Speedwatch. Cllr Hewett had noted that the TMBC Local Plan consultation will be taking place between 30 September and 25 November and that there's a KCC consultation on Waste Disposal, TMBC currently does not have a household waste disposal site. Cllr Walker asked if there was an update on the planning application for the hall at Ryarsh School but Cllr Balfour said he had no news.

**County:**      Cllr Hohler had emailed her report advising that she is doing all she can to try and remedy the problems with HGVs and through traffic. The post code for the Tesco depot was wrong, routing deliveries through Birling and this is being addressed. 2 large "Not Suitable for HGVs" signs have been placed at the end of Bull Road. Cllr Hohler had paid for our road signs to be cleaned and cleared and weed clearing to be carried out in Birling/Ryarsh Road but is not satisfied with the work and has asked for more to be done. There had been a public meeting in Leybourne to discuss whether to keep the left turn only at Castle Way/A228 junction. Traffic counts before and since the diversion have shown that traffic in Castle Way has reduced considerably as have accidents and the meeting voted to keep the left turn. Cllr Hohler would be interested in hearing the views of BPC. Councillors were of the opinion that, provided the phasing of the lights at the A228/Bull Road roundabout were adjusted to allow vehicles time to enter/leave Bull Road, the left turn only should be retained.

**Action:**      **Clerk to advise Cllr Hohler**

**Crime** No report as Birling no longer has a PCSO and nothing picked up from EWatch.

#### **3      Open Forum**

Nothing was raised under this heading.

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

It was **RESOLVED** that the minutes of the meeting held on Tuesday 12 July 2016 be **APPROVED** and they were **SIGNED** by the Chair.

5 **Matters arising and last month's circulation**

(a) **Actions from July's meeting:**

**Vegetation Blocking Footpath – Birling Road & Unsuitable for HGVs Sign**

These 2 items were covered by Cllr Hohler's report.

**Action: Clerk to ask Cllr Hohler what will happen to signs when J4 work over Printer**

A new printer had been purchased costing £41.66 +£8.33 VAT = £49.99

(b) **TMBC Fairer Charging**

Cllr Westwood & the Clerk had met with Sharon Shelton, Director of Finance and Transformation at TMBC to discuss the implications of the proposed fairer charging for Birling residents. The new formulae would provide savings for TMBC but due to the corresponding withdrawal of TMBC Financial Allocation to Parish Councils (FAPC) would reduce BPC's income. In September the Cabinet had endorsed these proposals and subject to further discussions at TMBC relevant committee meetings a final decision will be taken in October. A significant sum of the FAPC provided to BPC by TMBC included ring-fenced income for the open churchyard. TMBC advised that there was no obligation for BPC to continue to make these payments should the FAPC be withdrawn and advised that a meeting with Church representatives was to be held to discuss the implications for burial arrangements and would advise Parishes of the outcome. It was **AGREED** that BPC would await the outcome of these discussions.

(c) **Tree Walk**

Cllr Harrington had been corresponding with the Tree & Pond Warden for Hadlow Parish with a view to arranging a Tree Walk in the village, possibly on 11 October. The Warden would carry out the risk assessment, plan the route and organise insurance cover. Cllr Harrington was willing to liaise with the Warden and contact the pre-school to see if they would like to participate. Councillors considered it a good idea.

(d) **Church Clock**

A visit by Public Clocks had been arranged by the Clerk as it had been reported by a resident that the clock was no longer chiming. When the engineer called he found nothing wrong with the clock other than that it was 11 minutes slow and had suggested that a regulator could be fitted at a cost of approx £1400 + VAT which would ensure correct timing and avoid the necessity for spring and autumn re-setting. This information had been forwarded to the PCC. It was **AGREED** that BPC pay the call out charge.

(e) **Any other matters arising**

**Council website.** The Clerk would be attending a training session for the new website the following day.

(f) Nothing further was raised under this heading.

6 **Parish Business and Decisions**

(a) **Appointment of Internal Auditor**

Following Kevin Funnell's retirement he had suggested that Lionel Robbins would be prepared to act as internal auditor.

**Action: Clerk to request hours and clarify requirements.**

(b) **Review of Standing Orders and Financial Regulations**

New model Financial Regulations had been produced by NALC

**Action: Clerk and Cllr Westwood to review and report at October's meeting**

**(c) Funding for Landscape PCSO**

It had been agreed at the PC meeting held on 5 April item 4(a) to make a contribution of £250 towards the Landscape PCSO. However, an invoice for £500 had been received from KCC.

**Action: Clerk to ask KCC to raise a credit note and invoice for £250**

**(d) Any other Parish business**

**Nothing was raised under this heading**

**7 Correspondence**

Tom Tugendhat MBE MP had written to Cllr Westwood saying that he would like to make regular contributions to the Parish magazine.

**Action: Cllr Walker will discuss the letter with Rev Shuker**

Dog fouling in Masters Lane area. The Clerk had received an email from a resident in Masters Lane asking if signs encouraging owners to clear up after their dogs could be put up as fouling continues to be a problem in this area. He had filmed an owner not clearing up after their dog fouled on his driveway. The Waste Enforcement Officer at TMBC had advised that there was nowhere to erect signs in Masters Lane and, as the resident had decided not to take the matter further at this time, the best solution would be for him to put up his own sign on his property. Councillors were concerned that dog fouling continues to be a problem but agreed that there was nothing further to be done at this time.

**8 Financial Matters**

**(a)** The quarterly reconciliation sheet, bank statements & PAYE records were signed. NatWest balances as at 31 July (August statements not received):

Current £18035.33 Reserve £100.43

Secure Trust Bank: £17153.88

**(b) Cheques to be signed**

The following cheques were signed:

			<b>Net</b>	<b>VAT</b>	<b>Gross</b>
1502	Mrs Grimmett	Aug/Sept salary & reimbursements	£690.24	£8.33	£698.57
1503	HMRC	PAYE	£191.80		£191.80
1504	Village Hall CT	Hire of hall	£28.00		£28.00
1505	PKF Littlejohn	External Audit	£100.00	£20.00	£120.00

**(c) Audit Report**

PKF Littlejohn llp had reported that "the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met other than Section 2, Box 9: showed that assets purchased in the year have not been included in Box 9 in this year and the prior year". No action was necessary but assets to be included on next Annual Return. The "Notice of Conclusion of Audit" had been prepared and posted on the website.

**Action: Notice to be placed on noticeboard**

**(d) Any other financial business**

There was no other financial business.

**9 Roads**

**(a) JPCTCG**

The meeting on 21 September will focus on Speedwatch. Cllr Grimmett is unable to attend but will advise them of the council's views on the left turn only at Castle Way.

**(b) Any other roads business**

Nothing was raised under this heading.

10 **Planning**

**New:**

**TM/16/02266/FL The Cottage, Masters Lane ME19 5JP Mr Cheeseman**

Demolition of lean to and single storey extension to side & rear of property.

**BPC:** No objections

**TM/16/02313/FL 4 Dykes Place, 354 Stangate Road ME19 5JJ**

Rear ground & 1<sup>st</sup> floor extension with internal reconfiguration & additional side windows.

**BPC:** No objections

**TM/16/02658/FL Timberley, 19 Masters Lane ME19 5JP**

Demolition of existing detached house and replacement with 2 detached dwellings with garaging & parking & widening & improvement of the vehicular access

**BPC:** TBA

**Decisions:**

**TM/16/02340/PDVAR Holly Hill Lodge, Holly Hill DA13 0UB**

Prior Notification: Change of use under class Q of agricultural barn to residential dwelling (c3)

**BPC:** Objections

**TMBC:** Refused

11 **Any Other Business**

Nothing was raised under this heading.

12 **Date of next meeting**

As previously agreed the next meeting will be held at **8pm on Tuesday 11 October 2016**  
There being no further business the meeting closed at 10.20pm.