

## **Birling Parish Council**

**All members of Birling Parish Council are summonsed to attend the  
FULL COUNCIL MEETING to be held on  
Tuesday 12th May 2020 at 8pm**

**VIA Video Conferencing – please contact the clerk for log in details**

Public and Press are welcome to attend via video conference

Public Participation – Item 4 only

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**  
Police update for April circulated prior to the meeting.
- 4. Open Forum – Public Participation Session**  
The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ten minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
- 5. Approval and signing of minutes of April's meeting** (*Attachment 1*)  
(*To be signed in person at next face to face meeting*)
- 6. (a) Matters arising and last month's circulation**
  - i. West Malling Sandpit**  
To receive update.
  - ii. Parking issues**  
Deferred due to Corona Virus
  - iii Meeting with Ryarsh School**  
Deferred due to Corona Virus
  - v. Culverts**  
Deferred due to Corona Virus
  - vi. The bank verge infringement**  
To receive update on KCC report
  - vii. 58 Bus**  
To note temporary service running during Coronavirus
  - vii. Waste Collection**  
To note reinstated brown bin collections
- (b) Matters for Information circulated to councillors**  
01/04/2020 Kent Together media release  
01/04/2020 RSN Funding Digest  
01/04/2020 Covid-19 Trading Standards Information  
01/04/2020 Watchout newsletter  
02/04/2020 NALC Coronavirus update  
07/04/2020 The rural bulletin  
07/04/2020 NALC Coronavirus update  
07/04/2020 E Watch 1753  
07/04/2020 CSSC Green message

07/04/2020 Victim support  
07/04/2020 E Watch 1754  
07/04/2020 KALC Area committee  
07/04/2020 KALC news articles from members  
07/04/2020 Secure the landscape  
07/04/2020 M20 j3-4  
14/04/2020 E Watch 1756  
14/04/2020 Fake Tesco phishing email  
16/04/2020 Keeping a safety net around children  
16/04/2020 NHS Kent and Medway CCG  
16/04/2020 Covid 19 updates  
16/04/2020 The Rural Bulletin  
16/04/2020 E Watch 1755  
16/04/2020 Domestic Abuse during isolation  
16/04/2020 Scams targeting the community  
29/04/2020 KCC public protection alert  
29/04/2020 PHE Weekly Comms  
29/04/2020 KCC & Medway public health media release  
29/04/2020 E Watch 1760  
29/04/2020 The rural bulletin  
29/04/2020 COVID 19 update  
29/04/2020 Parish bus shelter grant  
29/04/2020 Kent PCC Spring letter  
02/05/2020 KALC News April  
02/05/2020 National CSSC Green Message  
02/05/2020 COVID 19 update  
02/05/2020 Parish newsletter Kent Police  
02/05/2020 NALC COVID update  
02/05/2020 Monthly bus update  
02/05/2020 Update – supporting your local community  
02/05/2020 E Watch 1759

## **7. Meetings**

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

There are none.

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

There are none.

## **8. Parish Business for Decisions**

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

- i. To note meeting with KCC deferred due to Corona Virus.
- ii. To receive feedback from Cllr Hirst, prioritise items from feedback
- iii. To approve website release *(Attachment 2)*

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

- i. To note deferred due to Corona Virus

### **(c) BART Community Support**

- i. To note community support efforts update

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

- i. To note cameras deferred due to Coronavirus
- ii. Signage update

### **(e) Village Maintenance**

- i. To note work on refurbishment on village sign and replacement of pole deferred due to Corona Virus.

## 10. Parish Business for Noting

### (a) Website update

- i. To note the following added to the website:-
- Road Closures and M20 Updates
  - Mental wellbeing support
  - Scam advice
  - BART support
  - Kent Together
  - TMBC support

## 11. Correspondence

(a) Email from resident concerning suspicious behaviour behind Clacketts Farm (referred to 101) 03/04/20203

(b) Email from resident concerning footpath MR71 obstruction 13/04/2020

(c) Email concerning bench installation of bench. Member of Trust Fund Group of old Ryarsh and Birling garden society requesting support from council to transport and install bench on Holly Hill. Awaiting location to confirm land ownership.

## 12. Finance & Accounts

(a) **To approve Bank Reconciliation April 2020.** (Attachment 3)

Net Bank Balances as at 30/04/20 £24,833.41

(b) **To note budget position year to date April 2020.** (Attachment 3)

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

(d) **Update on Secure Trust – to note deferred due to Coronavirus**

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

(f) **2019- 2020 Year end Audit update**

Payee	Budget	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	£247.47	N/A	N/A	May Salary
HMRC	Staff Costs	£165.20	N/A	N/A	HMRC PAYE May
Streetlights	Streetlighting	£178.80	£149.00	£29.80	First half of maintenance payment
Came and Co	Insurance Renewal	£626.42	£626.42	N/A	Annual insurance renewal
123 Connect	Annual Mailbox Subscriptions	£1008.00	£840.00	£168.00	Councillor and Clerk mailbox 365 accounts for 12 months
KALC	Annual Subscription	£244.32	£203.60	£40.72	Annual subscription fee

## 12. Roads

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

To note no further update on 'welcome to' sign.

(b) **M20 Smart Motorway Works**

To note updates

(c) **Road Closures – see website for details**

- i. To note temporary road closures affecting Birling:

Birling Road, Taylors Lane and Church Lane Trottiscliffe, Birling Hill  
and Stangate Road

**13. Planning**

**(a) Applications to be considered**

There are none.

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

There are none.

**14. Matters for future meetings**

**15. Date of next meeting: Tuesday 9<sup>th</sup> June at 8pm**

*Julie Miller* Julie Miller, Parish Clerk [clerk@birlingparishcouncil.gov.uk](mailto:clerk@birlingparishcouncil.gov.uk) 6<sup>th</sup> May 2020