

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
FULL COUNCIL MEETING to be held on
Tuesday 3rd July 2018 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 May’s meeting (*Attachment 1*)**
- 6. (a) Matters arising and last month’s circulation**
 - i. Local Plan**
To receive updates from Tonbridge and Malling Borough Council
 - ii. M20 Smart Motorway Works**
To note update
 - iii. Soldier Silhouette**
To note application for funding is open this month.
 - iv. LED Street lighting Upgrade**
To receive any further updates
 - xi. Pensions**
To note letter sent to Clerk regarding People’s Pension
 - xii. Fly the Red Ensign**
Cllr Walker to update on church on flying the flag

(b) Matters for Information circulated to councillors

06/06/2018 Bus Updates May
07/06/2018 KALC request for assistance at Ticehurst
07/06/2018 Parish Partnership Panel – Service Directory
07/06/2018 West Kent NHW Updates
07/06/2018 Update on M20 Junctions 2 to 5 Smart Motorways
11/06/2018 Big Conversation Updates
11/06/2018 Answer from TMBC re developments in AQMAs
12/06/2018 JPCTCG Minutes
19/06/2018 GDPR conference for elected members
19/06/2018 Big Conversation Update
19/06/2018 Decision sheet for Joint Transportation Board
19/06/2018 Rural economy spotlight
21/06/2018 E Watch 1565
21/06/2018 Spotlight on Older People from RSN
21/06/2018 E watch 1563
21/06/2018 E Watch 1564
23/06/2018 KCC Highways and Transportation Verge Cutting Update

(c) Any other matters arising from the minutes

7. Meetings attended on behalf of the parish council

- (a) Update from Cllr Nevill Birling Hall Village Hall Committee
- (b) Minutes of the TMBC Parish Partnership Panel

8. Parish Business for Decisions

- (a) **Traffic Survey**
 - i. To consider analysis from Cllr Hirst
 - ii. To consider questions
 - iii. To receive information on school plans for managing vehicles
- (b) **War Memorial Project**
 - i. To receive update on communication with stakeholders
 - ii. To confirm official order placed and Cllr Hirst confirming details
 - iii. To consider alternative bin design
 - iv. To agree members of community working party
- (c) **Remembrance Day 2018**
 - i. To receive update from Cllr Nevill on walk and beacon lighting
 - ii. To consider plan to recruit road closure marshals
 - iii. To receive update on parish council insurance in relation to events
- (d) **General Data Protection Regulations**
 - i. To receive update on action plan
- (e) **Annual Audit**
 - i. To receive the internal audit report and note any recommendations
 - ii. To approve the allocation of reserves as follows:

Balance as at 31/03/2018	£37,760.00
LED Lighting Costs	£7,900.00
War Memorial Refurb	£12,000.00
Contingency	£9,500.00
Road Safety/Traffic Calming Measures	£8,360.00

9. Parish Business for Noting

- (a) Website update
 - To note the following added to the website:-
 - Update to community event dates
 - Forthcoming road closures
 - Smart Motorway updates

10. Correspondence

- (a) Letter from Secure Trust - 23/06/2018

11. Finance & Accounts

- (a) To approve Bank Reconciliation June 2018
Net Bank Balances as at 31/05/2018: £40,523.27
- (b) To note budget position year to date June 2018
- (c) To approve PAYE record July 2018

- (d) To note update on transfer of banking arrangements to Unity Trust Bank
 (e) Cheques to be signed:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	1584	£308.73	N/A	N/A	July salary
HMRC	Staff Costs	1585	£77.20	N/A	N/A	HMRC PAYE July 2018
L Robbins	Audit	1586	£75.00	N/A	N/A	Annual Audit

12. Roads

- (a) To report any road issues

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 4 September at 8pm

Julie Pilbeam

Julie Pilbeam, Parish Clerk birlingparishcouncil@hotmail.co.uk

28th June 2018