

Birling Parish Council

Draft Minutes of Meeting held on Tuesday 12 December 2017 in Birling Village Hall at 8pm

Present: Councillors Mrs J Westwood (Chair)
Mr Neil Hewett
Mr Guy Nevill
Mr Stuart Hirst
Clerk Ms Pilbeam

1 Apologies for Absence and Declarations of Interest

Cllr Spooner and Cllr Walker gave apologies for which reasons were given and accepted. Cllr Matthew Balfour and Cllr Sarah Hohler also gave apologies.

2 Declarations of Interest

There were none.

3 Reports

It was noted that there had been no report on the traffic survey, it was **RESOLVED** for the clerk to write to Cllr Hohler and copy in Cllr Westwood.

4 Open Forum

There were no members of the public present.

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

It was **RESOLVED** that the minutes of the meeting held on Tuesday 12 November 2017 be **APPROVED** and they were **SIGNED** by the Chair.

6 Matters arising and last month's circulation

(a) Actions from November's meeting

i. War Memorial improvements project

It was noted that the Clerk is arranging a meeting with Burslem and the meeting date will be circulated to councillors. It was noted that the council could approach the War Memorial Commission for other recommended contractors.

ii. Traffic Survey

It was noted that Cllr Hohler has not updated the council.

iii. Social Media

It was noted that the council is now active on Facebook, Twitter and Instagram.

iv. Events Co-ordination

It was noted that the Clerk had made contact with other local clerks and the church.

v. Church Clock

It was noted that the clock is running slow.

vi. LED Lighting

It was noted that the order had been placed.

vii. Welcome Letter

It was noted that the welcome letter will be presented to the next meeting when the parish council logo has been created.

(b) Matters for Information circulated to councillors

i. Kent Fire Rescue newsletter	20/11/2017
ii. JPCTCG Agenda and Minutes	21/11/2017
iii. E-Watch 1505	21/11/2017
iv. National Consumer Week	27/11/2017
v. West Kent Updates	27/11/2017
vi. NALC Door step criminal	27/11/2017
vii. KCC Consultation Cycle Route Tunbridge Wells	27/11/2017
viii. West Kent Updates (burglary)	27/11/2017
ix. Community Parish Away Days	27/11/2017
x. Parish Partnership Panel Minutes and Slides	27/11/2017
xi. E Watch 1508	02/12/2017
xii. KCC Consultation – Gypsy and Travellers	02/12/2017
xiii. NALC Chief Executive bulletin 40	02/12/2017
xiv. West Kent Updates	02/12/2017
xv. E Watch 1509	05/12/2017
xvi. Falmouth Town Council business rates petition	05/12/2017
xvii. Western Kent Downs Character Assessment	05/12/2017

(c) Any other matters arising from the minutes

A councillor asked what the 'pedestrians in the road' sign was referred to by Cllr Hohler in her report at the last meeting.

It was noted that the 'BIRL' markings in the road on the roundabout have not been refreshed.

It was noted that the traffic is queuing up to get out of Leybourne Chase onto the roundabout.

7. Meetings attended on behalf of the Parish Council

(a) Parish Partnership Panel - Cllr Westwood 16/11/2017

Cllr Westwood reported that the Local Plan consultation has been deferred. The forthcoming waste collection consultation was noted and that air quality is being monitored in local areas.

(b) Kent Association of Local Councils AGM – Cllr Westwood 18/11/2017

Cllr Westwood reported that Lord Sackville was in attendance at the meeting discussing the developments at Knole and another speaker discussed tourism in Kent. The main meeting passed a motion to investigate with KCC how parish councils can set 20mph zones.

8. Parish Business and Decisions

i. Online services

a. To feedback on new website format

It was noted that it is much more easy to use than the previous website.

It was **AGREED** for the Clerk to investigate that the picture is shown correctly on the mobile site.
It was **AGREED** for latest information to be at the top of the news page and for all items to be on direct links.
It was **AGREED** for the Community Trail leaflet needs making more prominent.
It was **AGREED** Cllr Westwood to lend a copy of Jane Collins book to the Clerk.
It was **AGREED** to bring the agenda and minutes up the menu listing to be included in the parish council lists and move financial items into parish council tab.
It was **AGREED** that the Community Page needs to be separate to the parish council menu tabs.
It was **AGREED** to remove the mobile phone number and add in new email addresses.

ii. To consider precept for 2018/19

It was **AGREED** for Cllr Westwood to contact Tonbridge and Malling Borough Council to find out what happened with the Deanery discussions for open burial grounds.
It was **AGREED** to invite Rev Shuker and the treasurer to a parish council meeting in the New Year.
It was **AGREED** for the street lighting amount to be reduced to £510
It was **AGREED** for the donations to be allocated to grants and donations budget unspecific to charities.

Cllr Hirst left the meeting at 21.28pm

It was **AGREED** to set the precept at £9957.74 - rise of 5.26% against the Band D equivalent of last years charge.

Cllr Hirst re-entered the meeting at 21.29pm

It was **AGREED** for the reserves to be considered for earmarking at the next meeting.

iii. To discuss forthcoming bus service consultation

It was noted that the consultation starts in January and the parish council will need to be prepared to respond.

iv. To consider Local Plan Update

It was noted that the revised timetable will be reviewed at TMBC in January.

v. General Data Protection Regulations

It was **RESOLVED** to approve the attendance at the KALC course for Chair and Clerk

vi. Christmas Lights

It was **RESOLVED** for solar lights to be purchased for the tree.

9. Correspondence

There was none.

10. Financial Matters

- (a) It was noted that the bank statements had not arrived despite the Chairman confirming the change of address on the bank account. The budget position will be circulated once statements have arrived.
It was noted that the Clerk is investigating moving banks to a parish council specialist bank.
- (d) The PAYE record for December 2017 was **APPROVED**.
- (e) The following cheques were **APPROVED** and duly signed:

Payee	Budget	Cheque No.	Amount	Description
J Miller	Staff Costs	1556	£ 298.71	December salary
K Ross	Reserves	1557	£260.00	Box Tree Maintenance
Victim Support	S137 expenditure	1558	£50.00	Donation
Heart of Kent Hospice	S137 expenditure	1559	£50.00	Donation

10 Roads

(a) **JPCTCG**

23rd November 2017 – Cllr Grimmatt attended on behalf of the Parish Council and reported the news of Nuventure taking over from Arriva bus services. It was noted that the MP Mr Tom Tugendhat is now campaigning for j5 slips. It was noted that a lot of speed cameras are not working. Community Speedwatch is improving locally and it was noted that prosecutions have been made.

(b) **Resurfacing**

This was discussed earlier in the meeting.

(c) **Any other road issues to be reported**

There were none.

11 Planning

(a) **Applications to be considered**

TM/17/03191/FL Touchwood 17 Masters Lane Birling West Malling Kent ME19 5JP
Erection of timber shed for domestic storage of gardening items and garden Furniture
It was **RESOLVED** no objection.

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

- i. TM/17/02443/FL Bull Cottage, 2 Bull Road, Birling
First floor extension approved on 13th November 2017
TM/17/02697/TNCA 19 Ryarsh Road Birling West Malling Kent ME19 5JW
T1 Large mature Holm Oak - balancing of crown by removal of a single, lower limb- No Objection on 7 November 2017

12 Matters for future meetings

It was noted that Community Speedwatch, church project funding, parish charter and bus service consultation and local plan shall be discussed at the next meeting.
It was noted for the Clerk to circulate the Community Speedwatch district report before the next meeting.

13 Date of next meeting

As previously agreed the next meeting will be held at **8pm on Tuesday 9 January 2018**.
There being no further business the meeting closed at 22.00pm.

DRAFT