

Birling Parish Council

Draft Minutes of Full Council Meeting held on 12th March 2019 in Birling Village Hall at 8pm

Present: Councillors Mr N Hewett
Mr S Hirst
Mrs S Spooner
Mrs H Walker

Clerk Ms J Miller

Also in attendance: None

1 Apologies for absence

Apologies were received and accepted from Cllr Westwood, Cllr Nevill and Cllr Houldsworth.

Apologies were also received from Borough Councillor Balfour.

2 Declarations of Pecuniary and Non-Pecuniary Interest

There were none.

3 Reports

It was noted that a report had been received from Kent Police for the village.

4 Open Forum

There were no matters raised.

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

It was **RESOLVED** that the minutes of the meeting held on Tuesday 12th February 2019 be **APPROVED** and they were **SIGNED** by the Chair.

6 Matters arising and last month's circulation

(a) Actions from February's Meeting

i. Great British Spring Clean

It was noted that the litter pick was a great success. All those that took part were thanked for their input. It was noted that another pick could take place after the last cut of the season. The clerk will contact KCC for provisional dates for the grass cutting.

ii. West Malling Sandpit

To note response to KCC sent.

iii. Local Plan

To note appointment of two examiners and the subsequent letter received by TMBC.

iv. Tree Stumps

It was noted that the stumps remain but they have been reported.

v. Public House Lighting

This item was deferred to the next meeting.

vi. Big Conversation

To note response to consultation sent.

vii. **Fly tipping**

To note Stangate Road flytipping reported. It was noted that there was now further tipping half way up to Holly Hill on the right.

(b) Matters for Information circulated to councillors

03/02/2019 Winter, women and wellbeing in the countryside
03/02/2019 Chief Executive's bulletin
03/02/2019 South and South East in Bloom
03/02/2019 E Watch 1630
03/02/2019 Male victims of domestic abuse
03/02/2019 Ethical standards in local government
03/02/2019 Minutes of KALC T&M meeting 10/01/19
05/02/2019 Resilience and emergency planning
05/02/2019 M20 smart motorways update
05/02/2019 NALC Spring Conference
05/02/2019 E Watch 1631
05/02/2019 Local/Parish Elections
05/02/2019 Kent Minerals and Waste Local Plan 2013-30
08/02/2019 Resident Update Kent Minerals and Waste Local Plan
09/02/2019 KALC Planning Conference
09/02/2019 TMBC CSU Spring Plan
09/02/2019 The rural bulletin
09/02/2019 New Waste and Recycling collection service 2019
11/02/2019 Election nominations paperwork
15/02/2019 M20 Smart motorway weekly update
15/02/2019 Tree of Hope's afternoon tea
18/02/2019 TMBC Easter activities
19/02/2019 M20 emergency closures
19/02/2019 Newquay Town Council Parking Enforcement
19/02/2019 The rural bulletin
19/02/2019 E Watch 1635
22/02/2019 M20 weekly updates
22/02/2019 JPCTCG agenda 05/03/19
22/02/2019 E Watch 1636
22/02/2019 National CSSC Green Message
22/02/2019 NALC Chief Executive's bulletin
22/02/2019 Local Plan Update
22/02/2019 M2 junction 3-4 Eastbound surveys
22/02/2019 The rural bulletin
01/03/2019 Ryarsh protection group signing
01/03/2019 Kent Resilience Forum Parish pack
01/03/2019 E Watch 1637
01/03/2019 KALC news February
01/03/2019 M20 weekly update
01/03/2019 Agenda for Joint Transportation Board 11/03/2019
01/03/2019 E watch 1638
01/03/2019 Grange Park School consultation
01/03/2019 February Bus Updates

(c) Any other matters arising from the minutes

There were none.

7 (a) Meetings attended on behalf of the Parish Council

i. JPCTCG – 05/03/2019

- No attendance.
- ii. Joint Transportation Board – 11/03/2019
No attendance

(b) Future meetings

- i. KALC T&M Area Committee – 23/05/2019

8 Parish Business and Decisions

(a) War Memorial Project

- i. To receive update on additional stone works
It was noted that the order for stone works had been placed and will be carried out in April.
- ii. To consider location of new bin
The location was discussed it was agreed to investigate the position further.
- iii. To receive an update on free snowdrops
It was noted that Cllr Westwood and Cllr Nevil were arranging this.

(b) Church Repairs

- i. To consider donation towards lychgate repairs
It was noted that this will most likely require a faculty therefore the decision has been deferred.

(c) Community Walk

- i. To note proposal to organise a community walk
It was noted that this will be discussed next meeting.

(d) General Data Protection Regulations (action plan attached)

- i. To note further update on action plan
It was noted that a draft Staff Handbook will be presented at April's meeting

(e) Kent Resilience Forum

- i. To consider parish pack
It was **RESOLVED** to add advice for residents to the website and noticeboard.

(f) Annual Parish Meeting

- i. To consider poster
The poster was **APPROVED** and 150 copies of an A5 leaflet style will be printed for councillors to collect for distribution at the April meeting..

(g) Elections in May

- i. It was noted that nominations packs are available from TMBC

9 Parish Business for Noting

(a) Website update

To note the following added to the website:-
Road Closures
M20 Updates
Litter pick
Easter activities
Waste collection changes

(b) Correspondence – noted.

- i. Glasdon litter bin consignment note

10 Finance & Accounts

- (a) The Bank Reconciliation February 2019 was **APPROVED**. (Attachment 2)
Net Bank Balances as at 28/02/2019 £25,486.90
- (b) To note budget position year to date February 2019 – noted. (Attachment 3)
- (c) The PAYE record for March 2019 was **APPROVED**.
- (d) The following cheques were **APPROVED**:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	1618	£319.16	N/A	N/A	March salary
HMRC	Staff Costs	1619	£79.80	N/A	N/A	HMRC PAYE March
Victim Support	Donations	1620	£50.00	N/A	N/A	Donation

- (e) To note update on Unity Trust Transfer - noted
- (f) To note update on bank account transfer action plan - this will be presented at the next meeting

11 Roads

- (a) **To report any road issues**
The traffic congestion in the village on 11th March caused by the smart motorway works not re-opening on time was discussed.
- (b) **M20 Smart Motorway Works**
An update was noted.
- (c) **LED Street lighting Upgrade**
The delays in the LED Lighting upgrades were discussed. The interim repairs were discussed for the lamps at Parsons Corner and Ryarsh Road. Cllr Hirst agreed to explore this further and liaise with the Clerk regarding the repairs.
- (d) **Traffic Calming Measures**
The response from KCC was noted and it was agreed to ask Cllr Westwood to attend the proposed meeting on behalf of Birling Parish Council. It was agreed to consult with Ryarsh Parish Council to work together on this project.
- (e) **PCSO Coverage**
The response from JPCTCG regarding funding for PCSOs was noted.

12 Planning

- (a) **Applications to be considered**
There were none.
- (b) **Decisions by Tonbridge and Malling Borough Council**
There were none.

13 Matters for future meetings

Local Plan, Kent Minerals and Waste Plan, Streetlighting, traffic calming measures, snowdrops, community walk, public house lighting, litter bin, leaflets for annual parish meeting.

14 Date of next meeting

As previously agreed the next meeting will be held at **on Tuesday 9th April 2019**.

The meeting closed at 21:20pm.

Signed _____

Date _____