

Birling Parish Council

Minutes of the MEETING of BIRLING PARISH COUNCIL held on Tuesday 7th June 2022 **Birling Church at 8pm**

Present: Councillors Mrs J Westwood (Chair)
Mr S Hirst
Mr G Nevill
Mr N Hewett
Mrs H Walker
Ms H Wright
Mr D Yates

Also in attendance: Clerk Ms J Miller, County Councillor Hohler

37. Apologies for Absence

There were none. Apologies were received from County Councillor Hohler and Borough Councillors Kemp and Montague.

38. Declarations of Pecuniary and Non-Pecuniary Interest

Cllrs Hirst and Walker declared an interest in the planning item.

39. Approval and signing of minutes of meeting of 10th May 2022

It was **RESOLVED** to sign and approve the minutes of 10th May 2022 with an amendment to add in that a donation of £25.00 will be made for the PA equipment for the jubilee event.

It was noted that Cllr Nevill will report back about the Holmes foundation membership at the next meeting.

40. Reports

- (a) Police update circulated prior to the meeting – noted.
- (b) County Council – A report was provided.
- (c) Borough Councillors – A report was provided.

41. Open Forum – Public Participation Session

There were none.

42. Matters arising and last month's circulation

i. **Ryarsh School**

To receive update on jubilee picnic 27/05/2022

It was noted that this was a success.

ii. **Defibrillator Training**

To note training being organised – noted.

iii. **Village Hall access**

To receive any updates on availability of hall

It was noted that access had been provided for the jubilee picnic.

43. Matters for Information circulated to councillors

10/05 KALC news April 2022

10/05 E Watch 1972

10/05 Sector Finance Survey

18/05 E Watch 1973

18/05 Revised Kent Model Code of Conduct

18/05 E Watch 1974

18/05 NALC Chief Executive Bulletin

18/05 KCC media release – Jubilee

18/05 Agenda Parish Partnership Panel
28/05 E Watch 1975
28/05 E Watch 1977
28/05 National CSSC Message
28/05 KALC T&M Meetings
28/05 NALC Chief Executive Bulletin
28/05 Homes for Ukraine Scheme
28/05 KALC Chairmanship Conference
28/05 E Watch 1976
28/05 Weekly waste update
28/05 Kent Homeless Connect consultation
28/05 Area Planning Committees
28/05 E Watch 1971
28/05 UK Shared Prosperity Fund
28/05 The rural bulletin

44. Meetings

(a) Meetings attended on behalf of the parish council

TMBC Parish Partnership Panel – 25/05/2022 Cllr Hewett
The minutes were circulated.

(b) Future Meetings

T&M KALC – 21/07/2022 and 06 or 13/10/2022
KALC Chairmanship Conference 28/07/2022
TMBC Parish Partnership Panel – 01/09/2022 (online)
TMBC Parish Partnership Panel – 03/11/2022 (in person)

45. Parish Business for Decisions

(a) Highways Improvement Plan

i. To receive any updates
It was noted that the signs invoice had been received.

(b) Bank Infringement

i. To receive any updates
It was noted that a resident had strimmed the bank, openreach had put a new pole in opposite the pub and the council had cleared the branches from the overhead wires.
Cllr Hirst will take some pictures and send to the KCC officer to clear back the soil to the footpath boundary.
It was **RESOLVED** to request information from the solicitor about the precedence set and the evidence provided.

(c) Local Plan

i. To receive any updates
There were no further updates.

(d) Rural Broadband

i. To receive any updates
There were no further updates.

(e) Queen's Platinum Jubilee

i. To note review event.
Thanks were noted to everyone involved in the organisation of the event.
ii. To receive update on the church flag and pole.
It was noted that following the flag pole replacement cord being installed the flag was flown for the jubilee .

Thanks were noted to all the community for getting involved in the celebration preparations and to Jane Warner for decorating the church.
The next time an event is organised the parish council will send a letter to every household. On this occasion, a resident had organised the delivery of bunting for decoration and enclosed a letter about the event. More tables will be required for a future event. The church and village hall need more consultation next time.
Thanks, were also noted to the clerk for organisation of the event.

- iii. To receive update on visit to Gallaghers to choose stone. Date being arranged
- iv. To receive update from Cllr Nevill on tree planting.

(f) Freedom of the Parish

- i. To note wording being prepared for scroll
Cllr Westwood circulated wording for consideration, an updated version will be circulated. The capture of memories was also discussed. Clerk will follow up with the Malling Action Partnership for possible filming.
It was agreed that the recipient will be invited to the meeting on the 6th September and a timetable will be formalised at the next meeting. Clerk to prepare a draft timetable.

(g) Revised Kent Model Code of Conduct

- i. To consider for adoption
It was **RESOLVED** to adopt the revised Kent Model Code of Conduct.

46. Annual Governance and Accountability Statement 2021-22

- i. To consider and approve the internal audit report for 2021-22
It was **RESOLVED** to accept the internal audit report for 2021-22 with no matters raised.
- ii. To consider and approve the statement of internal control for the year ending 31st March 2022
It was **RESOLVED** to approve the statement of internal control for the year ending 31st March 2022.
- iii. To approve the Annual Governance Statement for 2021-22
It was **RESOLVED** to approve the Annual Governance Statement for 2021-22 Section 1 of the AGAR for the year ending March 2022
- iv. To Approve the Accounting Statement for 2021-22 Section 2
It was **RESOLVED** to approve the Accounting Statement for 2021-22 Section 2.
- v. To Approve the parish council's certificate of exemption AGAR 2021-22
It was **RESOLVED** to approve the certificate of exemption AGAR 2021-22.
- vi. Risk Assessment
It was **RESOLVED** to approve the annual risk assessment review.

47. Parish Business for Noting

(a) Website update

To note the following added to the website:-

- Jubilee bunting and events updates
- Bus Consultation response

(b) Parochial Church Council

- i. To receive regular update – there was no further update.

(c) Whatsapp Group Matters

- i. To note any issues raised on the Birling Whatsapp Group
It was noted that there were no significant updates.

(d) TMBC Waste Collections

- i. To note weekly reports – noted.

48. Correspondence – all noted.

- (a) Request from resident for library in telephone box.

49. Finance & Accounts

- (a) To sign new bank mandate form to add Cllr Yates and remove Cllr Spooner. This was deferred to the July meeting.

- (b) To approve Bank Reconciliation May 2022.

It was **RESOLVED** to approve the bank reconciliation for May 2022.

Net Bank Balances as at 31/05/2022 £24,872.10

It was **RESOLVED** to approve the bank reconciliation for May 2022

- (c) **To note budget position year to date May 2022.**

It was **RESOLVED** to note the budget position for May 2022.

- (d) **To approve PAYE record June 2022.**

It was **RESOLVED** to approve the PAYE record for June 2022.

- (e) **BACS to be approved and signed**

It was **RESOLVED** to approve the following payments:

Payee	Budget	Amount Gross	Amount Net	VAT	Description
Various	Staff Costs	£466.91	£466.91	n/a	June staff costs
JA Miller	Expenses	£257.36	£257.36	n/a	Reimbursement of Flags
JA Miller	Expenses	£71.29	£71.29	n/a	Laminator and paper
LASER	Streetlights	£8.49	£8.09	£0.40	Streetlight energy May 2022
Streetlights	Streetlights	£178.80	£149.00	£29.80	Half yearly street light maintenance contract
Ryarsh PTFA	Donation	£50.00	£50.00	n/a	Donation to fete
KCC	Reserves	£2,400.00	£2,400.00	£0.00	40mph TRO signage Bull Road
BR Skip Hire	Reserves	£300.00	£300.00	£50.00	Skip Hire for clearance
Cavendish Marquees	Reserves	£960.00	£800.00	£160.00	Marquee for jubilee
Air Ambulance	Donations	£125.00	£125.00	n/a	Donation
Victim Support	Donations	£125.00	£125.00	n/a	Donation
AJGallagher	Insurance	£759.47	£633.46	£76.01	Annual insurance premium
Lionel Robbins	Audit	£90.00	£90.00	n/a	Annual Audit
Guy Nevill	Reserves	£410.00	£410.00	n/a	Reimbursement band and inflatable
STL	Reserves	£478.32	£398.60	£79.72	Generator and fuel for jubilee
Nicole Yates	Reserves	£63.45	£63.45	n/a	Jubilee bunting
Birling Church	Donations	£250.00	£250.00	n/a	Donation
R Wraight	Reserves	£25.00	£25.00	n/a	Music system for jubilee

50. Road

(a) To report any road issues.

- i. To note following reports

It was noted that the pot hole opposite Birling Park has started to dip again.
The HGV that had driven through the HGV restriction signs will be reported.

(b) Road Closures – see website for details

- i. To note temporary road closures affecting Birling

There were none.

51. Planning

(a) Applications to be considered

- i. TM/22/01132/RD The Willows 81 Ryarsh Road Birling West Malling Kent ME19 5JR
Details of condition 2 (Materials), 3 (Slab levels), 5 (Landscaping) and 7 (Foul water disposal) submitted pursuant to planning permission TM/21/03361/FL (Demolition of existing dwelling and erection of new dwelling)
It was **RESOLVED** no objection.

- ii. TM/22/01156/FL Birling Ashes 213 Birling Road Birling West Malling Kent ME19 5JB
Construct a small, timber stable block on a concrete base
It was **RESOLVED** no objection however the council wish for the stable to be stipulated purely for private use and for no formal access track to be built.

(b) Decisions by Tonbridge and Malling Borough Council

TM/22/00840/TNCA 19 Ryarsh Road Birling West Malling Kent ME19 5JW Holm Oak T1
(applicants reference) - Fell because of decline in health and concerns over the tree becoming dangerous No Objection on 19 May 2022

52. Matters for future meetings

The usual substantive items will be on the agenda.

53. Date of next meeting: Tuesday 12th July 2022

Meeting closed at 21:43pm

Signed..... Date.....