

## Birling Parish Council

### Draft Minutes of Meeting held on Tuesday 10<sup>th</sup> December 2019 in Birling Village Hall at 8pm

**Present:** Councillors Mrs J Westwood (Chair)  
Mr N Hewett  
Mr S Houldsworth  
Mr S Hirst  
Mr G Nevill  
Mrs H Walker

Clerk Ms Miller

Also in attendance: 2 members of the public, Mr J Tate, Borough Councillor Ann Kemp.

#### **110. Opening of the meeting**

#### **111. Walled Garden presentation – Birling Estate planning application**

Mr J Tate presented the plans for the Walled Garden Wellness Centre  
*Cllr Nevill left the meeting during the presentation.*

#### **112. Apologies for absence**

Apologies were received and **APPROVED** from Cllr Spooner.

#### **113. Declarations of Pecuniary and Non-Pecuniary Interest**

Cllr Nevill declared an interest in the planning application and the sand pit.

#### **114. Reports - County, Borough and Police**

Cllr Ann Kemp reported that most of the waste issues have been resolved, although there are small pockets of issues that are being dealt with. Officers of the borough council were commended on their hard work to rectify the problems.

Police Update November:

No crimes of note.

No reports of anti-social behaviour.

No further calls in relation to nuisance youths.

#### **115. Open Forum – Public Participation Session**

There were none.

#### **116. Approval and signing of minutes of November's meeting**

It was **RESOLVED** to approve the minutes of November's meeting. The minutes were duly signed by the chair.

#### **117.(a) Matters arising and last month's circulation**

##### **I. West Malling Sandpit**

An update was noted.

##### **II. Cutting back of Foliage**

It was noted that the foliage around streetlamp had been cut back however the streetlamp had been removed. It was noted that the streetlight contractor is liaising with UK Power Networks to install a new lamp.

### **III. Parking issues**

To note landowner confirmation of sign installation and location being discussed between Cllr Nevill and the contractor.

### **IV. The Rural Bulletin Petition – It's Time for a Rural Strategy**

Cllr Westwood's response was noted.

### **v. Pilgrims**

It was noted that the article regarding Volunteer Police will be in the February edition.

### **118. Matters for Information circulated to councillors**

01/11/2019 KALC news October  
01/11/2019 JPCTCG Air quality  
01/11/2019 Our manifesto environment  
01/11/2019 Securing the landscape meeting notes  
01/11/2019 M20 updates  
01/11/2019 E Watch 1708  
01/11/2019 KALC information note – IT update on websites  
01/11/2019 Sheerness Town Council Finance and Planning workshops  
01/11/2019 West Malling working group notes  
05/11/2019 Litter pick guidance and assessment  
05/11/2019 KCC public protection Autumn Newsletter  
05/11/2019 E Watch 1709  
05/11/2019 Monthly bus services update October 2019  
05/11/2019 Chief Executives Bulletin  
05/11/2019 Rural bulletin  
06/11/2019 Calling in of planning applications  
06/11/2019 KALC minutes 19<sup>th</sup> September  
06/11/2019 Parish Partnership Panel agenda 14<sup>th</sup> November  
06/11/2019 Keyless car theft  
10/11/2019 Chief executives bulletin  
10/11/2019 Agenda for Joint Transportation Board 18<sup>th</sup> November  
10/11/2019 Local Plan Post submission consultation  
11/11/2019 Will the countryside get your vote  
11/11/2019 Kent Police rural task report  
11/11/2019 SWEP Activation alert  
11/11/2019 M20 updates  
11/11/2019 E Watch 1710  
11/11/2019 NALC newsletter  
11/11/2019 Fracking news  
20/11/2019 E Watch 1712  
20/11/2019 M20 updates  
20/11/2019 Kent Minerals and Waste Local Plan 2013-30  
20/11/2019 E Watch 1713  
20/11/2019 Rural Bulletin  
20/11/2019 Police and Crime Commissioner  
26/11/2019 E Watch 1715  
26/11/2019 JPCTCG 28<sup>th</sup> November  
26/11/2019 Southeastern Stakeholder Survey  
26/11/2019 Chief executive's bulletin  
26/11/2019 KALC AGM reminder  
26/11/2019 Public Notice Snodland Bypass  
29/11/2019 M20 updates  
29/11/2019 Invitation to discover Gatwick  
29/11/2019 E Watch 1716  
29/11/2019 KALC news November 2019

- 119. Meetings**
- a. Meetings attended on behalf of the parish council**
- i. Parish Partnership Panel – 14/11/2019 – Cllr Westwood
  - ii. Kent County Council Highways Seminar – 20/11/2019 - Clerk
  - iii. JPTCTG – 28/11/2019 (Apologies given)
  - iv. Visit to Walled Gardens -22/11/19 Cllrs Spooner, Hewett and Westwood.
  - v. Kent Association of Local Councils AGM – 30/11/2019 (Apologies given)
  - vi. Kent Association of Local Councils Area Committee – 05/12/19 (Cllr Westwood unable to attend)
- b. Future meetings**  
KCC/ Ryarsh Parish Council re Highways Improvement Plan – 13/1/2020  
(The Clerk, Cllrs Hewett & Westwood).
- 120. Parish Business for Decisions**
- (a) Highways Improvement Plan**
- i. To note date of meeting with Kent County Council -13/01/2020  
It was **RESOLVED** to circulate the Ryarsh Parish Council consultation to councillors and Cllr Westwood prepare a response.
  - ii. To agree schedule for process of plan  
It was **RESOLVED** to proceed with an informal consultation in February, after the meeting with Kent County Council.  
The Clerk will draft a consultation document to be agreed at the next full council meeting.
- (b) Letter to Member of Parliament**
- i. To note response sent to Mr Tom Tugendhat – noted.
- (c) Local Plan**
- i. To consider response  
It was **RESOLVED** to respond to the Local Plan. Cllr Hewett will draft and circulate a suggested wording.
- 121. Village Maintenance**
- (a)** To receive update on quotation for refurbishment of village sign.  
The contractor had visited the site and a quotation is awaited.
  - (b)** To note presentation of environmental champions award 21/11/2019 and identification of drainage issues – noted.
  - (c)** To consider date for Great British Spring Clean.  
It was agreed to consider a date between 20<sup>th</sup> March – 13<sup>th</sup> April 2020 at a future meeting.
- 122. Waste Services Contract**
- (a)** To note update on issues with waste collection – an update was noted earlier in the meeting.
- 123. Precept and Budget 2020/21**
- (b)** To revisit precept and budget for 2020/21 with tax base figures  
It was noted that the tax base was confirmed by the borough council which resulted in the precept increase of 3.26% to £10,913 was confirmed. The budget for 2020/21 was approved at £11,148.

**124. Parish Business for Noting**

**(a) Website update**

i. To note the following added to the website:-

- Road Closures
- M20 Updates

**125. Correspondence**

There was none.

**126. Finance & Accounts**

**(a) The Bank Reconciliation November 2019 was approved and signed.**

Net Bank Balances as at 31/11/2019 £23,914.46

**(b) To note budget position year to date November 2019.**

**(c) The PAYE record for December 2019 was approved and signed.**

**(d) The following cheques were approved and signed:**

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	30006	£380.83	N/A	N/A	December salary
HMRC	Staff Costs	30007	£95.20	N/A	N/A	HMRC PAYE December
J Miller	Clerk Expenses	30008	£52.50	N/A	N/A	Printer ink and postage

**(e) To note update on Unity Trust Bank internet banking forms.**

It was noted that the Clerk is liaising with Unity Trust Bank.

**(f) To note update on Secure Trust Bank signatory changes.**

It was noted that the forms have been returned by recorded mail.

**(g) To consider next members grant application**

It was **RESOLVED** to propose the refurbishment of the village sign and 'no parking' sign as an application to the Kent County Council members fund.

**127. Roads**

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

Cllr Walker noted an incident of anti-social driving that has been reported to the police. A pot hole in Bull Road was noted.

Cllr Westwood reported that a yellow box could be considered on Bull Road.

**(b) M20 Smart Motorway Works**

An update was noted.

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

i. To note temporary road closures affecting Birling:

Birling Road Leybourne; Addington Lane Trottscliffe; Snodland bypass speed limit reduction.

*Cllr Nevill left the meeting at 22:05pm*

**128. Planning**

**(a) Applications to be considered**

TM/19/02491/FL 23 October 2019

Former Manor House Walled Garden The Birling Estate Stangate Road Birling West Malling Kent

Redevelopment, restoration and change of use of former kitchen garden (currently used for equestrian purposes and the storage of building contractor's construction materials) into a wellness centre with treatment rooms, yoga studio, cafe and ancillary accommodation with associated works including the conversion and extension of existing potting sheds, the demolition of existing lean-to and stables, the removal of storage sheds and other structures, construction of new freestanding yoga studio, erection of new lean-to treatment centre and Café buildings, provision of car parking facilities and related improvements to existing site access and extensive landscaping works to kitchen garden.

It was **RESOLVED** for a prepare a response supporting the application subject to the following concerns: to address traffic, lighting, phasing of landscaping and conditions in relation to large events.

- (b) **Decisions by Tonbridge and Malling Borough Council**  
**TM/19/02274/FL** RSPCA Centre 199 Castle Way Leybourne West Malling Kent ME19 5HW. Provision of a new circular open-air pen to provide training to horses in an enclosed and safe area **APPROVED**

**129. Matters for future meetings**

The substantive items will continue to be on the agenda. The clerk will prepare a note for the website on the precept increase.

- 130. Date of next meeting: Tuesday 14<sup>th</sup> January 2020 at 8pm**

**Meeting closed at 22:24pm**

**Signed**.....

**Date**.....