

Birling Parish Council

Minutes of Meeting held on Tuesday 14 July 2015 in Birling Village Hall at 8pm

Present: Councillors Mrs Jacquie Westwood (Chair) Mr Colin Grimmett
Mrs Sylvia Spooner Mrs Helen Walker

and Mrs Grimmett (Clerk) and Ms Harrington

1 Apologies for Absence and Declarations of Interest

Apologies were received from County Cllrs Mrs Hohler and Mr Balfour and Borough Councillor Mrs Kemp, Cllr Nudd and Cllr Nevill. There were no declarations of interest.

2 Reports

County and Borough No reports received

Crime

The clerk had received an email from PCSO Laura Bullen advising that she was resigning to take up a new post outside of Kent Police. PCSO Callum Boyd was taking over her area in addition to his current commitments in Snodland and would be supported by PCSO Ross McMillan. PCSO Boyd and PCSO McMillan attended the meeting to introduce themselves to the Council and advised that there were no crimes to be reported. The Chair asked that the Clerk convey to Laura the PC's best wishes for the future.

3 Open Forum

As no members of the public were present nothing was discussed.

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

It was **RESOLVED** that the minutes of the meeting held on Tuesday 9 June 2015 be **APPROVED** and they were **SIGNED** by the Chair.

5 Matters arising and last month's circulation

(a) Defibrillator

The defibrillator had been received and Adrian Legg had obtained a quote from Andy Payne for £70 + VAT to carry out the electrical work and for £120 + VAT to include fitting the machine. It was **AGREED** that it was not necessary to obtain further quotes and that the installation of the machine should be done as soon as possible.

(b) Any other matters arising

Nothing was raised under this heading.

6 Parish Business for Decision

(a) Co-option of New Councillor

Ms Harrington wished to become a Parish Councillor and, this having been agreed at June's meeting, she signed a Declaration of Acceptance of Office.

(b) Victim Support – Request for donation

This request will be considered later in the year with all other requests.

(c) Any other matters to be Decided

Nothing was raised under this heading.

7 Correspondence

KCC's consultation on Kent's "Drainage & Local Flood Risk Draft Policy Statement"

<http://consultations.kent.gov.uk/consult.ti/DLFR> PolicyStatement

KCC's Highways, Transportation and Waste Survey <http://consultations.kent.gov.uk/consult.ti/HTracker>

Both of these had been circulated and it was **DECIDED** that no response was necessary.

8 Financial Matters

(a) **Monthly accounts, statements & PAYE records to be signed**

The bank statement, monthly reconciliation sheet for June and PAYE form were signed. June's reconciliation sheet is to be signed before the next meeting.

NatWest balances as at 30 June 2015:

Current account £15006.41 Reserve account £100.37
Secure Trust Bank £16472.98

(b) **Cheques**

The following cheques were signed:

| | | | Net | VAT | Gross |
|------|---------------------------|---------------------------------------------|------------|------------|--------------|
| 1391 | Mrs Grimmett | July salary & reimbursements | | | £303.42 |
| 1392 | Mrs Grimmett | August salary & reimbursements (post dated) | | | £301.40 |
| | | | Net | VAT | Gross |
| 1393 | Community Heartbeat Trust | Defibrillator | £1775.00 | £355.00 | £2130.00 |
| 1394 | PKF Littlejohn LLP | Audit fee | £100.00 | £20.00 | £120.00 |

To be paid by Direct Debit 27/7/2015

EDF lighting £124.69 £6.24 £130.93

(c) **Any other financial business**

The Annual Return for 2014-2015 had been received back from PKF Littlejohn with no comments. It was **AGREED** that the Notice of Conclusion of the Audit and Right to Inspect the Annual Return be posted on the Parish noticeboard and website.

Nothing further was raised under this heading.

9 Roads

(a) **JPCTCG Meeting**

Cllr Grimmett had attended the meeting on 18 June (minutes attached) and the next meeting will be on 28 September.

(b) **Any other roads business**

The Clerk had reported the blocked signs opposite 85 Birling/Ryarsh Road and some vegetation had been cut back on the Ryarsh side but the sign still could not be seen. The Clerk had asked Kent Highways to have the work done properly and had also asked for the 30mph sign in Snodland Road to be cleared and for the road markings there to be refreshed.

10 Planning

New Applications: None

Decisions: None

11 Any Other Business

Nothing was raised under this heading.

12 Date of next meeting

As previously agreed **Tuesday 8 September 2015 at 8.00pm**

There being no further business the meeting closed at 9.10pm.