

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
FULL COUNCIL MEETING to be held on
Tuesday 9th April 2019 at 8pm
Birling Village Hall, Snodland Road, Birling ME19 5JE
Public and Press are welcome to attend**

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**
To note monthly police update
- 4. Open Forum – Public Participation Session**
- 5. Approval and signing of minutes of March's meeting (*Attachment 1*)**
- 6. (a) Matters arising and last month's circulation**
 - i. West Malling Sandpit**
To note any updates
 - ii. Local Plan**
To note any updates
 - iii. Tree Stumps**
To note update on removal of stumps.
 - iv. Public House Lighting**
To receive update from Cllr Houldsworth
 - v. Big Conversation**
To note response from KCC
 - vi. Flytipping**
To note flytipping removed.
 - vii. Annual Parish Meeting**
To note distribution of leaflets.
- (b) Matters for Information circulated to councillors**
 - 06/03/2019 Local Plan Update
 - 07/03/2019 NALC Newsletter
 - 07/03/2019 National CSSC Green Message
 - 07/03/2019 Audit workshops
 - 07/03/2019 Kent Volunteers
 - 07/03/2019 EU Funding & Rural areas
 - 07/03/2019 RSN Rural Digest March edition
 - 07/03/2019 A228 & A26 road closures
 - 07/03/2019 Rural Bulletin
 - 07/03/2019 E Watch 169
 - 07/03/2019 Road closure Malling Road (Ham Hill)
 - 08/03/2019 Parish Update from police Feb 2019
 - 11/03/2019 Temporary road closure Birling Road, Ryarsh
 - 11/03/2019 Temporary road closure Aldon Lane, Addington
 - 11/03/2019 M2 j4-3 safety surfacing repairs
 - 11/03/2019 Forthcoming elections - insurance article
 - 11/03/2019 Publication of councillors addresses
 - 11/03/2019 T&M Local Plan examination

11/03/2019 A plastic free generation
 11/03/2019 Smart motorways update
 11/03/2019 E Watch 1640
 15/03/2019 West Malling Bus Pilot
 19/03/2019 Temporary road closure Legge Lane
 19/03/2019 Decision Sheet Joint Transportation Board
 19/03/2019 Nomination home address forms
 19/03/2019 Recycling road shows
 19/03/2019 The Rural Bulletin
 19/03/2019 E Watch 1641
 23/03/2019 Take action – a litter free future
 23/03/2019 Operation Brock
 23/03/2019 Kent Spring PCC newsletter
 23/03/2019 M20 smart motorways update
 23/03/2019 E Watch 1644
 23/03/2019 Castle Way repairs
 23/03/2019 National CSSC green message
 23/03/2019 Chief executives bulletin
 23/03/2019 Rural Bulletin
 23/03/2019 E Watch 1643
 23/03/2019 Temporary road closure Legge Lane
 23/03/2019 TAMs – next open meeting on Friday 29th March
 25/03/2019 Temporary road closure Reminders
 25/03/2019 NALC newsletter
 25/03/2019 E Watch 1645
 29/03/2019 Bank holiday waste collections
 29/03/2019 M20 Smart Motorways update
 02/04/2019 KALC legal advice service
 02/04/2019 E Watch 1646
 02/04/2019 E Watch 1647
 02/04/2019 NALC annual conference
 02/04/2019 KALC subscription
 02/04/2019 Chief Executive's bulletin
 02/04/2019 Police parish monthly update Mar 19

7. Meetings

- (a) **Meetings attended on behalf of the parish council**
- (b) **Future meetings**
 - i. Ham Hill Liaison Group – 11/04/19 JW attending
 - ii. KALC T&M Area Committee -23/05/2019 JW Apologies

8. Parish Business for Decisions

- (a) **War Memorial Project**
 - i. To receive update on additional stone works
 - ii. To consider location of new bin
 - iii. To receive an update on planting of snowdrops
- (b) **Community Walk**
 - i. To consider proposal to organise a community walk
- (c) **General Data Protection Regulations** (*action plan attached*)
 - i. To consider staff handbook

- (d) **Streetlighting**
 - i. To note update from KCC and report existing lamp repairs completed.
- (e) **PCSO Funding**
 - i. To discuss the funding of a PCSO
- (f) **'Take action for a litter-free future'**
 - i. To consider response

9. Parish Business for Noting

- (a) **Website update**
 - i. To note the following added to the website:-
Road Closures
M20 Updates

10. Correspondence

There is none.

11. Finance & Accounts

- (a) To approve Bank Reconciliation March 2019 *(Attachment 2)*
Net Bank Balances as at 28/02/2019 £23,560.46
- (b) To note budget position year to date March 2019 *(Attachment 3)*
- (c) To approve PAYE record April 2019
- (d) Cheques to be signed:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	1621	£330.27	N/A	N/A	April salary
HMRC	Staff Costs	1622	£82.40	N/A	N/A	HMRC PAYE April
J Miller	Clerk expenses	1623	£10.69	N/A	N/A	Paper and stamps
KALC	Subscriptions	1624	£218.86	182.38	36.48	Annual Subs

- (e) To note update on Unity Trust Transfer
- (f) To note bank account transfer action plan

12. Roads

- (a) **To report any road issues**
- (b) **M20 Smart Motorway Works**
To note update
- (c) **Traffic Calming Measures**
To note meeting with KCC being arranged.
- (d) **Road Closures**
To note temporary road closures affecting Birling:
Legge Lane; Ryarsh Road; Birling Road; Malling Road

13. Planning

- (a) **Applications to be considered**
TM/19/00541/FL Holly Hill Lodge, Holly Hill
Construction of Garden Building.
- (b) **Decisions by Tonbridge and Malling Borough Council**

14. Matters for future meetings

15. Date of next meeting: Tuesday 14th May 2019 at 8pm

To note Annual Parish Meeting at 7.30pm on Tuesday 14th May 2019

Julie Miller

Julie Miller, Parish Clerk clerk@birlingparishcouncil.gov.uk

4th April 2019