

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
FULL COUNCIL MEETING to be held on
Tuesday 11th June 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**

Police Report:

No crimes of note. No further calls in regards to nuisance youths. Hi visibility patrols through the village. No issues reported.

Updates of previous reported issues: Road closure on A228 finished and as a result no further complaints about traffic congestion.

No further calls in regards to nuisance youths

Crime prevention advice: Residents are reminded to not go out and leave their windows open and to check they have secured their house before leaving. Always check you have locked your vehicle and be aware of any rogue traders offering to do tree, paving, gutter or roof work. It is best to use a recognised tradesman for these types of work. Be are of any types of phone scams, most common ones are people claiming to be from your bank saying someone has tried to access your account and to transfer your money into an account they have setup for you. Another is people claiming to be from HMRC saying there is a warrant out for your arrest if you do not pay tax that they say you owe.

- 4. Open Forum – Public Participation Session**
- 5. To receive presentation on Walled Garden project**
- 6. Approval and signing of minutes of March's meeting (Attachment 1)**
- 7. (a) Matters arising and last month's circulation**
 - i. **West Malling Sandpit**
To receive update
 - ii. **Local Plan**
To receive update
 - iii. **Letter to Tom Tugendhad**
To receive update
 - iv. **Tree stumps**
To receive update
 - v. **Fly tipping**
To receive update
 - vi. **No Parking Signs**
This is being progressed.
 - vii. **Streetlighting**
To note update from Cllr Spooner on Parsons Corner light repair.

- To note update from KCC on LED upgrade
- viii. **Police Crime Commissioner**
- To discuss response from PCC office.

(b) Matters for Information circulated to councillors

03/05/2019 E watch 1656
03/05/2019 RSN Rural Funding Digest
03/05/2019 Doorstep cold callers alert
03/05/2019 KALC Communication and social media networking event
03/05/2019 Domestic Violence conference
03/05/2019 Community-led housing and self build conference
03/05/2019 Pilot – Compassionate Neighbours scheme
03/05/2019 E Watch 1655
03/05/2019 National CSSC Green message
03/05/2019 M20 Smart Motorway update
08/05/2019 VE Day 75 8th May 2020
08/05/2019 Birling Parish police report
08/05/2019 Invitation to discover Gatwick
08/05/2019 E Watch 1567
13/05/2019 Clean Planet
13/05/2019 Warn and inform - rogue traders
13/05/2019 Agenda and pen pictures for KALC T&M AGM
13/05/2019 M20 Smart Motorways update
13/05/2019 Kent Mineral Sites Plan and Early Partial Review
13/05/2019 E Watch 1658
13/05/2019 KALC's Dynamic Councillor events
13/05/2019 Alert – doorstep criminals offering cross over driveway
13/05/2019 Rural bulletin
13/05/2019 #Cleanplanet
14/05/2019 KCC Waste Site Charging
20/05/2019 Chief Executives Bulletin
20/05/2019 KALC Communication and Social Media event
20/05/2019 NALC Annual Conference
20/05/2019 Kent Police Rural Liaison team report
20/05/2019 Invitation to Kent Digital Accessibility Conference
20/05/2019 Join the mass lobby for action on climate change
20/05/2019 M20 Smart Motorways Update
20/05/2019 E Watch 1660
20/05/2019 Planning reform – outcome of Government Consultation
20/05/2019 Notes on Neighbourhood Planning
28/05/2019 E Watch 1661
28/05/2019 NALC Chief Executive bulletin
28/05/2019 E Watch 1662
28/05/2019 M20 Smart Motorway Update
28/05/2019 The Rural Bulletin
28/05/2019 E Watch 1663
01/06/2019 M20 Smart Motorway Update
01/06/2019 Agenda Joint Transportation Board
01/06/2019 E Watch 1664
01/06/2019 KALC Councillors Conference
01/06/2019 Holiday Scams
01/06/2019 KALC Website Survey

8. Meetings

(a) Meetings attended on behalf of the parish council

(b) Future meetings

- i. JPCTCG – to be confirmed for July
- ii. Parish Partnership Panel – 13/06/2019
- iii. Bus Pilot meeting – 21/06/2019

9. Parish Business for Decisions

(a) Grants and Donations

- i. To consider request from Kenward Trust
- ii. To consider amount to contribute to church funding
- iii. To consider amount to contribute to Village Hall CCTV
- iv. To consider amount to contribute to Village Party

(b) Community Walk

- i. To consider alternative date

(c) General Data Protection Regulations

- i. To discuss action plan. *(Attachment 2)*

(d) Village Maintenance

- i. To consider painting of traffic calming areas
- ii. To consider refurbishment of village sign
- iii. To consider parish lengthsman role
- iv. To consider planting in rough ground areas
- v. To note residents contribution to village maintenance
- vi. To agree date for next litter pick

(e) Joint Standards Board

- i. To agree parish council representative.

10. Parish Business for Noting

(a) Website update

- i. To note the following added to the website:-
 - Road Closures
 - M20 Updates
 - KCC Trading Standards advice
 - Waste Collection presentation
 - Waste site changes

11. Correspondence

- (a) Confirmation of KCC Grant for Soldier Silhouette 01/06/2019

12. Finance & Accounts

- (a) To Approve Annual Return 2018-19 *(Attachment 3)*
 - i. To consider and approve the statement of internal control for the year ending 31st March 2019
 - ii. To approve the Annual Governance Statement for 2018-19 Section 1 of the AGAR for the year ending March 2019
 - iii. To Approve the Accounting Statement for 2018-19 Section 2
 - iv. To Approve the parish council's certificate of exemption AGAR 2018/19 Part 2.

- (b) To Receive annual audit report *(Attachment 4)*
- (c) To approve Bank Reconciliation May 2019 *(Attachment 5)*
Net Bank Balances as at 30/04/2019 £27,359
- (d) To note budget position year to date May 2019 *(Attachment 6)*
- (e) To approve PAYE record June 2019
- (f) Cheques to be signed:

Payee	Budget	Cheque No.	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	1625	£330.07	N/A	N/A	June salary
HMRC	Staff Costs	1626	£82.60	N/A	N/A	HMRC PAYE June
Burslem	Reserves	1627	£420.00	350.00	£70.00	War Memorial Works
L Robbins	Audit	1628	£75.00	N/A	£75.00	Annual Audit Fee
J Miller	Clerk Expenses	1629	£45.89	£45.89	N/A	Printer cartridge

- (g) To note bank account transfer action plan *(Attachment 6)*

12. Roads

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

- (a) **Applications to be considered**
 - i. TM/19/01145/TNCA Bank House, 74 Ryarsh Road, Birling
T1 Silver Birch – lopping of branch closest to property. Reduction in height by 90cm to 1m. T2 Elm – removal of dead/diseased tree from hedge. T3 Silver Birch removal of dead tree T4 – T9 Leylandii removal of trees to the ground Roots to be removed at a later date.
- (b) **Decisions by Tonbridge and Malling Borough Council**
 - i. TM/19/00723/FL 157 Castle Way , Birling.
Proposed loft conversion
APPROVED

14. Matters for future meetings

15. Date of next meeting: Tuesday 9TH July 2019 at 8pm

Julie Miller

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

6th June 2019