

## **Birling Parish Council**

### **Minutes of the MEETING of BIRLING PARISH COUNCIL held on Tuesday 13<sup>th</sup> June 2023** **Birling Church at 8pm**

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

Also in attendance: Clerk Ms J Miller; Borough Cllr Bill Banks (Tonbridge and Malling Borough Council); County Cllr Sarah Hohler (Kent County Council)

**39. Apologies for absence**

It was **RESOLVED** to receive an approve apologies for absence from Cllr Wright with reasons.

**40. Declarations of Pecuniary and Non-Pecuniary Interest**

There were none.

**41. Approval and signing of minutes of meeting of 23<sup>rd</sup> May 2023**

It was **RESOLVED** to sign and approve the minutes of the meeting of 23<sup>rd</sup> May 2023.

**42. Reports**

(a) County Council – Sarah Hohler

Cllr Hohler reported that the Kent Big Weekend is on 24<sup>th</sup> and 25<sup>th</sup> June 2023 and bus services will be free on that weekend.

It was noted that the Leader of KCC has written to the BBC to object to removal of Radio Kent funding, as it is an important resource for resilience planning. Cllr Hohler reported that there is a new campaign to bring back international rail services at Ashford International Station and that Electric Scooters will not be allowed on the rail services in Kent.

It was noted that Shaun the Sheep will be the Natural England mascot, which should be useful to generate interest for younger people.

It was noted that Kent County Council's consultation on the closure of waste and recycling centres begins in July, the Tovil site in Maidstone may be affected.

Cllr Yates asked if there is any update on Special Educational Needs in Kent schools and the deficit, Cllr Hohler will follow this up.

Cllr Hohler also reported that she has requested that the highways signs in Birling Road and cleaned and straightened.

(b) Borough Councillors – Paul Boxall and Bill Banks

Cllr Banks reported on the political make-up of the borough council and noted that his projects of interest are the emergency plan and planting trees.

Cllr Banks noted that is a member of the Parish Partnership Panel (PPP) and Fly tipping will be addressed at these meetings. Cllr Banks reported that he will lobby for mobile CCTV to be used in Birling and Ryarsh to capture fly-tipping incidents.

Cllr Hewett asked for the timescales on the Regulation 18 for the Local Plan, how the borough council can educate people about flytipping and what the plan for attendance at parish council meetings was.

Cllr Banks reported that him and Cllr Boxall will alternate attendance. There are no further updates on the Local Plan or fly-tipping.

- (c) Kent Police
  - i. Report for May – new PCSO Lisa Whitehead  
There were two crimes noted in the report:  
Children throwing items onto the motorway and a road traffic collision in Stangate Road.  
Correspondence from a Ryarsh resident about a collision in Ryarsh was also reported.
  - ii. Letter from New Inspector – noted.

**43. Open Forum – Public Participation Session**  
There were none.

**44. Matters arising and last month's circulation**

- i. **Ryarsh School**  
To receive any updates  
The forthcoming fete was discussed.
- ii. **Village Hall access**  
To receive any updates on availability of hall  
There were no further updates.

**45. Matters for Information circulated to councillors.**

30/05/2023 KALC CEO visit  
 30/05/2023 E Watch 2080  
 30/05/2023 E Watch 2081  
 30/05/2023 NALC Chief Executive Bulletin  
 30/05/2023 KALC Dynamic Councillor  
 30/05/2023 Cost of Living Grant  
 30/05/2023 E Watch 2082  
 30/05/2023 E Watch 2079  
 30/05/2023 NALC Newsletter  
 30/05/2023 NALC Call for Planning evidence  
 30/05/2023 E Watch 2078  
 30/05/2023 NALC Events  
 30/05/2023 Chief Executive Bulletin  
 04/06/2023 NALC Chief Executive Bulletin  
 04/06/2023 Prohibition of Right Turn & Bus Lane Closure A20 Aylesford  
 04/06/2023 E Watch 2083  
 04/06/2023 KALC Summer Conferences  
 04/06/2023 NALC Newsletter  
 04/06/2023 NALC Chief Executive Bulletin

**46. Meetings**

**(a) Meetings attended on behalf of the parish council**

There were none.

**(b) Future Meetings**

- i. Parish Partnership Panel 15/06/2023 – Cllr Hewett to attend.
- ii. Parish Partnership Panel 31/08/2023
- iii. Parish Partnership Panel 02/11/2023
- iv. Parish Partnership Panel 08/02/2024
- v. Parish Partnership Panel 30/05/2024
- vi. KALC T&M Area Committee 13/07/2023
- vii. KALC T&M Area Committee 28/09/2023

**47. Parish Business for Decisions**

**(a) Parish Infrastructure Statement**

- i. To complete statement (deadline 15/06/2023)

It was **RESOLVED** to add the church improvements to the list. Other projects could include financial assistance to develop the Birling Highways Improvement Plan for road safety, better public transport links, mitigating motorway noise, play facilities for children and contributions to Climate Change actions.

**(b) OEP Protected Sites Call for Evidence**

- i. To consider sending a response (responses still being accepted)

[Call for Evidence - Protected sites for nature in England and Northern Ireland | Office for Environmental Protection \(theoep.org.uk\)](#)

Cllr Nevill will investigate.

**(c) Highways Improvement Plan**

- i. To receive update from Cllr Hirst.

Cllr Hirst reported that he is following up the collapsing bank issues. It was noted that the traffic monitoring had been completed and results are awaited.

**(d) Local Plan**

- i. To note update

There was no further update.

**(e) Community Transport Grant / Bus Services**

- i. To receive update on KALC T&M parish council initiatives

There was no further update.

**(f) Jubilee and Coronation**

- i. To receive update on visit to Gallaghers to choose stone.

Following the visit to Gallaghers, it was **RESOLVED** for Cllr Westwood and Cllr Nevill to return to Gallaghers and choose a ragstone. It will have a panel inserted with the dates of the Queen's reign. Cllr Hewett will check the planning requirements. Cllr Nevill will submit a sketch to Gallaghers.

- ii. To receive update from Cllr Nevill on tree planting.

There was no further update.

**(g) Local Charities**

- i. To receive update from Cllr Yates on hardship fund proposal

Cllr Yates reported that an update will be provided at the next meeting.

**(h) Village Maintenance, Waste and Litter**

- i. To note successful litter pick on 25<sup>th</sup> March – noted.

- ii. To consider projects for Community Payback team.

Cllr Walker will investigate.

- iii. To discuss grass cutting and diseased box tree at war memorial.

It was **RESOLVED** to investigate a contractor to cut the grass around the war memorial, quotes will be sought. The Clerk will arrange for a quote for the removal of the diseased tree branch and inspection by the Tonbridge and Malling Borough Council tree officer.

- iv. To note verge cut back and consider further litter pick.

It was noted that the verges have been cut back and a litter pick will be arranged for October.

**(i) Climate Action**

i. To review and update the Climate Action Plan.  
Cllr Westwood will update the Climate Action Plan document and present back to the next meeting. The document could be consulted on during the Village Fete.

ii. To note AQMA areas and TMBC Action Plan and consider next steps.  
The air quality action information was noted.

**(j) Strategic Plan Update**

i. To review strategic plan  
It was **RESOLVED** to share a list of potential headings to be discussed at the next meeting.

**48. Parish Business for Noting**

**(a) Website/Social Media platforms updates**

To note the following added to online platforms:

- Neighbourhood engagement meeting

**(b) Parochial Church Council**

i. To receive regular update.

Cllr Walker advised she was no longer churchwarden. It was noted that the new vicar will undertake her first service at Birling Church on 18 June at 11.00am and, responsibilities will be confirmed in due course. Issues reported included the water pipe leaking outside the church. It was noted that the boilers have been serviced and the leak in the roof has been fixed. Quotes for electrical work is still outside of budget and no further action has been taken.

**(c) Resident Matters**

i. To note any recent local issues raised.

It was noted that there have been general village complaints about the traffic on Tuesday 6<sup>th</sup> June due to the accident on the motorway. Issues with broadband, the ongoing water leak in Snodland Road and the turning out of Leybourne Chase were also noted.

It was **RESOLVED** to write to Cllr Hohler with details of near misses at the Leybourne Chase junction and request it be reviewed for safety.

The water leak will be reported to the water company as the works have not resolved the leak.

**49. Correspondence – all noted.**

i. Request for donation from Air Ambulance.

It was **RESOLVED** to donate £125 to the Air Ambulance.

**50. ANNUAL GOVERNANCE AND ACCOUNTABILITY REVIEW 2022-23**

(a) To review the system of internal control

The system of internal control was **REVIEWED**.

(b) To review the effectiveness of the system of internal control.

The effectiveness of the system of internal control was **REVIEWED**.

(c) To approve the internal audit report 2022-23 – to follow.

(d) To approve the Annual Governance Statement for 2022-23, Section 1 of the AGAR for the year ending 31 March 2023.

It was **RESOLVED** to approve the Annual Governance Statement for 2022-23, section 1 of the AGAR for year ending 31 March 2023.

(e) To approve the Certificate of exemption, the supporting Bank Reconciliation as at 31 March 2022 and the explanation of significant variances from last year (2021-22) to this year (2021-22).

It was **RESOLVED** to approve the certificate of exemption.

(f) To approve the Accounting Statements for 2022-23, Section 2 of the AGAR for the year ending 31 March 2023.

It was **RESOLVED** to approve the Annual Governance Statement for 2022-23, section 2 of the AGAR for year ending 31 March 2023.

## 51. Finance & Accounts

(a) **To approve Bank Reconciliation May 2023**

**Net Bank Balances as at 01/05/2023 £18,627.58**

It was **RESOLVED** to approve the Bank Reconciliation of May 2023.

(b) **To note budget position year to date May 2023.**

It was **RESOLVED** to note the budget position.

(c) **To approve PAYE record June 2023.**

**BACS to be approved and signed.**

It was **RESOLVED** to sign and approve the following:

Payee	Budget	Amount Gross	Description
Various	Staff Costs	£497.36	Staff costs June
LASER	Streetlighting	£23.60	Streetlight energy costs
Air Ambulance	Donation	£125.00	Donation
Ryarsh PTA	Donation	£50.00	Donation

## 52. Road

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

It was noted that the sign has not yet been fixed at Parsons Corner. The brambles are overgrown along Birling Road.

(b) **Road Closures – see website for details.**

i. To note temporary road closures affecting Birling Birling Road

## 53. Planning

(a) **Applications to be considered**

There were none.

(b) **Decisions by Tonbridge and Malling Borough Council**

TM/23/00782/TNCA Foremans Cottage Birling Place Farm Stangate Road Birling West Malling Kent ME19 5JN 7 x Ash trees (fraxinus excelsior), T1- T7 (applicants ref)- Fell to ground. T1 mature ash has a cavity in the base with signs of old fungal fruiting bodies (not clear on species) and is leaning summer house/ garden office. T2 mature ash has deadwood throughout and is also leaning toward the garden building. T3 semi mature ash has a large cavity running through the base from one side to the other and leans toward heating fuel tank with pond / watercourse below. T4 is a semi mature twin stemmed ash with included bark at the fork. T5 is a mature ash in poor condition. T6 has large deadwood in the crown and leans over driveway / network cables. T7 leaning over driveway / network cables.

No Objection on 19 May 2023

**54. Matters for future meetings.**  
The usual substantive items will be on the agenda.

**55. Date of next meeting: Tuesday 11<sup>th</sup> July 2023**

**Meeting closed at 22:08pm**

**Signed..... Date.....**