

Birling Parish Council

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

Tuesday 8th June 2021 at 8pm

At All Saints Church, Bull Road, Birling

www.birlingparishcouncil.gov.uk

Public and Press are welcome to attend

Public Participation – Item 4 only

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**
Police update circulated prior to the meeting.
- 4. Open Forum – Public Participation Session**
The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ten minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
To note any member of the public that wishes to attend must pre booking with the Clerk to adhere to Government Covid legislation.
- 5. Approval and signing of minutes of the following meetings:**
(a) 4th May 2021. *(Attachment 1)*
- 6. (a) Matters arising and last month's circulation**
 - i. Parking issues**
To note response from borough councillors.
 - ii Meeting with Ryarsh School**
To receive update from Cllr Walker.
 - iii. Culverts**
Deferred due to Corona Virus.
 - iv. Box Tree**
To note update from Cllr Hirst on tree works.
 - v. Benches**
To note quotations being sought for refurbishment.
 - vi. Meeting Venues**
To note future meeting arrangements
(b) Matters for Information circulated to councillors
 - 04/05/2021 MHCLG Electronic Communications Infrastructure Consultation
 - 04/05/2021 Local Government Bulletin 27 April
 - 04/05/2021 DCMS Broadband Consultation
 - 04/05/2021 High Court verdict on remote meetings
 - 04/05/2021 High Court verdict on remote meetings Update 2
 - 04/05/2021 Help spread the word and keep gardens flourishing
 - 04/05/2021 E Watch 1865
 - 04/05/2021 Snodland Asphalt Plant Liaison Committee

04/05/2021 Local Government Bulletin 29 April
04/05/2021 April Newsletter
04/05/2021 NALC Chief Executive Bulletin
04/05/2021 West Kent Neighbourhood Watch Association
04/05/2021 E Watch 1866
04/05/2021 TM Youth Forum
09/05/2021 The Rural Bulletin
09/05/2021 Grant a Green
09/05/2021 NATIONAL CSSC Green Message
09/05/2021 Local Government Bulletin 4th May
09/05/2021 RSN Rural Digest
09/05/2021 KALC News April
09/05/2021 T&M Ramblers
09/05/2021 Local Government Bulletin 5th May
09/05/2021 NALC Coronavirus updates
09/05/2021 E Watch 1867
09/05/2021 Kent Police – Church possible cyber threat
09/05/2021 The government’s bottling it
11/05/2021 KCC Media Release – connect with nature
11/05/2021 E Watch 1868
11/05/2021 NALC Chief Executive Bulletin
11/05/2021 Local Government Bulletin 10th May
11/05/2021 Have your say on ward boundaries in T&M
11/05/2021 COVID19 Risk awareness
11/05/2021 Volunteers Week 2021
15/05/2021 The Rural Bulletin
15/05/2021 Local Government Bulletin 11 May
15/05/2021 NALC Newsletter
15/05/2021 E Watch 1869
15/05/2021 Came and Co newsletter
15/05/2021 COVID vaccine survey
15/05/2021 KALC training Communications
15/05/2021 Local Government Bulletin 12 May
15/05/2021 Local Government Bulletin 13 May
17/05/2021 Local Government Bulletin 14 May
17/05/2021 LGBCE Boundary Review: Warding Patterns virtual briefing
17/05/2021 SLEEP major projects briefing
19/05/2021 KALC T&M Committee minutes and fly tipping
19/05/2021 E Watch 1870
19/05/2021 The Rural Bulletin
19/05/2021 KALC Events
19/05/2021 Sign up to KALC website
19/05/2021 Local Government Bulletin 17 May
20/05/2021 Local Government Bulletin 18 May
20/05/2021 KALC CEO Bulletin
20/05/2021 Local Government Bulletin 19 May
24/05/2021 E Watch 1871
24/05/2021 Local Government Bulletin 20 May
24/05/2021 KALC Event Update
24/05/2021 NALC Chief Executive Bulletin
26/05/2021 Local Government Bulletin 21 May
26/05/2021 Rural Bulletin
26/05/2021 Parish Bus Shelter Grant application and guidance 2021-22
26/05/2021 Local Government Bulletin 24 May
26/05/2021 National CSSC Green Message

7. Meetings

(a) Meetings attended on behalf of the parish council

15/04/2021 JPCTCG – Cllr Hirst

18/05/2021 Ham Hill Quarry Meeting – Cllr Westwood

(b) Future meetings

10/06/2021 Parish Partnership Panel – cancelled.

15 or 22/07/2021 KALC Area Committee

8. Parish Business for Decisions

(a) Highways Improvement Plan

i. To note update from KCC

ii. To consider obtaining 20mph design quotation

(b) Bank Infringement

i. To consider proceeding with legal advice.

ii. To note response from highways engineer regarding face to face visit to inspect.

(c) Local Plan

i. To note update

(d) Coronavirus updates

i. To consider village hall COVID-19 risk assessment requirements and future meeting venues.

(e) Fly Tipping / Litter

i. To note litter pick finalised for 12th June 2021.

ii. To note report issued by TMBC on Waste Services

(f) Strategic Plan

i. To consider next steps.

(g) Rural Broadband

i. To note response from KCC and consider next steps.

(h) TMBC Boundary Review

i. To discuss implications

(i) Annual Governance and Accounting Return 2020-21

i. To consider and approve the statement of internal control for the year ending 31st March 2021

(Attachment 2)

ii. To approve the Annual Governance Statement for 2020-21
Section 1 of the AGAR for the year ending March 2021

(Attachment 3)

iii. To Approve the Accounting Statement for 2020-21 Section 2

(Attachment 3)

iv. To Approve the parish council's certificate of exemption AGAR
2020-21

(Attachment 3)

v. To note annual internal audit report to follow at next meeting.

vi. Risk Assessment

To approve annual risk assessment review (Attachment 4)

10. Parish Business for Noting

(a) Website update

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

- Road Closures
- Corona Updates
- Scams
- Strategy consultation results
- Annual Parish Assembly

11. Correspondence

- (a) Email from resident concerning Speed Indicator Device
- (b) Email from West Kent Neighbourhood Watch Association for grant funding
- (c) Request from resident for location of Pinkham memorial
- (d) Complaint from resident that Black bin not being collected by TMBC

12. Finance & Accounts

(a) To approve Bank Reconciliation May 2021.

(Attachment 5)

Net Bank Balances as at 31/05/2021 £23,961.19

(b) To note budget position year to date May 2021.

(Attachment 5)

(c) To approve PAYE record June 2021.

(d) BACS to be approved and signed

| Payee | Budget | Amount Gross | Amount Net | VAT | Description |
|------------|--------------|--------------|------------|-------|------------------------------|
| J Miller | Staff Costs | £293.29 | N/A | N/A | June Salary |
| HMRC | Staff Costs | £182.00 | N/A | N/A | HMRC PAYE May |
| Waveney IT | IT Costs | £45.60 | £38.00 | £7.60 | April Monthly Mailbox Charge |
| Waveney IT | IT Costs | £45.60 | £38.00 | £7.60 | May Monthly Mailbox Charge |
| JPTCTG | Subscription | £35.00 | N/A | N/A | Annual Subscription |

13. Roads

(a) To report any road issues

i. M20 planting

To note no response from MP as yet, response from Ryarsh PC.

(b) Road Closures – see website for details

- i. To note temporary road closures affecting Birling:
Ryarsh Road; Birling Road Leybourne; A228; Aylesford J5

(c) Bus shelter – to consider application for a grant

14. Planning

(a) Applications to be considered

- i. TM/21/01305/LB Frindale Cottage 80 Ryarsh Road Birling West Malling Kent ME19 5JR Listed Building Application: Installation of secondary windows

ii. TM/21/01163/LDE Land Opposite The Close At Ryarsh Road Birling West Malling Kent Lawful Development Certificate Existing: use of adjoining land and building to property as a domestic garden incidental to the enjoyment of the main dwellinghouse for an uninterrupted period since 2001

(b) Decisions by Tonbridge and Malling Borough Council

TM/21/00966/FL 53 Ryarsh Road Birling West Malling Kent ME19 5JR
Erection of detached single storey home office and landscaping
Approved on 27 May 2021 (BPC No objection)

15. Matters for future meetings

16. Date of next meeting: Tuesday 13th July 2021 8pm– Venue the Church

Julie Miller Julie Miller, Parish Clerk clerk@birlingparishcouncil.gov.uk 3rd June 2021