

Birling Parish Council

Minutes of Meeting held on Tuesday 11 June 2017 in Birling Village Hall at 8pm

Present: Councillors Mrs Westwood (Chair) Mr Grimmett (Vice Chair)
 Mr Neil Hewett Mrs Spooner
 Mrs Walker (8.05)

County Cllr Balfour, Mrs Grimmett (Clerk), Mr Stuart Hirst and 2 members of the public

1 Apologies for Absence and Declarations of Interest

Apologies were received from Cllr Hohler & Cllr Nevill. Cllr Walker declared interests in item **10 TM/17/01156 & TM/17/01231** as a neighbour.

2 Reports

County – Cllr Hohler had sent her report in which she said that new “No Through Road” signs have been ordered for Sandy Lane & Highways will consider white lining once signs in place. Cllr Hohler had spent a morning with Highways looking at problems in the area one of which is drivers illegally turning right into Birling Road from Bull Road at the A228 junction. Several drivers were seen doing this & could have been prosecuted had police been there. Options to stop this are being considered. Signs at the A20 end of Birling Road are being made more visible to stop drivers entering the road from the A20. The traffic survey had still not taken place and Cllr Hohler has asked Highways to inform the Clerk when it will be carried out.

Borough - Cllr Balfour said there was nothing to report from the Borough. An Ofsted report on KCC children’s services is good with only 1 area which requires improvement which is a marked improvement on the last report. This has been a costly exercise but a big achievement with the number of unaccompanied refugee children Kent has had to provide for. The pot hole blitz costing approx. £2M is going ahead. Fly parking by HGVs is a major concern in Kent. KCC are embarking on a joint project with the Department of Transport, starting in the Ashford area, to move vehicles on rapidly by clamping for a first offence. They will also be acquiring sites for lorry parks throughout the county.

3 Open Forum

The landlord of The Nevill Bull told the meeting that he had organised a meeting in the pub to discuss with customers what could be done to improve service and increase the number of customers. He is working on this feedback and the local community to look at ways to relaunch the business, hopefully within the next 2 months.

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

It was **RESOLVED** that the minutes of the Annual Parish Assembly, AGM & meeting held on Tuesday 9 May 2017 be **APPROVED** and they were each **SIGNED** by the Chair.

5 Matters arising and last month’s circulation

(a) Actions from May’s meeting:

Defibrillator - Following contact with Community Heartbeat it was clear that there could be legal implications if reporting was not carried out properly. It was **AGREED** that the Clerk should take over responsibility for checking the defibrillator and completing the new Webnos reporting system.

Sandy Lane/Snodland Road signage – see **County Report**

Footpath by Ryarsh Stables on Birling Road - Ryarsh PC had no response from Mr Amlani to their request for the overgrowing weeds, which had completely covered the footpath in some places, to be cut back. Ryarsh & Birling Clerks had asked Kent Highways to deal with the matter but the growth had been removed by the lady who leases the stables. Highways have been asked to take whatever measures are necessary to ensure it doesn't get overgrown again.

Street Light Billing – Invoices still not received but CS Laser confident will be resolved before July meeting.

Traffic Survey - See **County Report**

(b) Vacancy for Parish Clerk

Vacancy Notice on KALC website. An expression of interest has been received and 1 application.

(c) Any other matters arising

Nothing was raised under this heading.

6 Parish Business and Decisions

(a) Vacancy for Parish Councillor

Mr Stuart Hirst advised that he would be pleased to join the council and it was **AGREED** to co-opt Mr Hirst to the Parish Council and he signed the Declaration of Acceptance of Office, witnessed by the Clerk.

Action: Clerk to make necessary arrangements.

(b) JPCTCG – Membership

The Parish's contribution to this group remains at £50pa and it was **AGREED** to continue Membership.

(c) Completion of Dispensation Request Forms

It was **AGREED** that forms covering a further period of 4 years enabling Councillors to discuss financial matters be completed and they were signed by each Councillor.

(d) Came & Co – Insurance

The Clerk had been advised by Came & Co (C&C) that premiums had been based on a population of between 2500 and 5000 when the correct figure was less than 1000 which reduced the premium from £866.50 to £544.46. It had been **AGREED** by all Councillors by email that a cheque for the reduced amount be raised and sent to Came & Co on 27 May to ensure continuity of cover. C&C said that population figures were in the Renewal Notice but, on checking, are not shown for 2017/18. 2013-2016 are shown as "up to 5000" which is correct but no mention of the fact that there are lower bandings so not queried. Clerk has written to C&C and a response is awaited.

Action: Clerk to update Councillors at July meeting

(e) Hawthorn Bush by War Memorial

Cllr Walker had been asked by the PCC if the hawthorn bush by war memorial could be reduced in size.

Action: Cllr Walker to arrange

(f) Any other business to be decided

Nothing was raised under this heading.

7 Correspondence

Old Chalk, New Downs Project This KCC project has been successful in obtaining Heritage Lottery funding and is going ahead to conserve the historic landscape and re-engage people with their natural heritage.

KALC Chair Visits to Parish Councils Cllr Westwood has arranged to meet Patrick Thomas, the new Chair, to show him round the village and discuss matters of interest to Birling.

TMBC Waste Duty of Care A leaflet is to be delivered to all households across the borough over the next 2 weeks to raise awareness not only of the problems of fly tipping but of householders' responsibilities for ensuring their waste is legally disposed of.

8 **Financial Matters**

(a) The monthly reconciliation sheet, bank statements for April and May, & PAYE records were signed.

NatWest balances as at 31 May 2017:

Current £21320.32 (£244.85 cheques not yet cashed) Reserve £100.46

Secure Trust Bank: £17239.22.

(b) Internal Audit & Annual Return 2016-2017

The Annual return should have been returned to PKF Littlejohn llp by 12 June but an extension to 26 June had been obtained as it had not been possible to have the internal audit carried out before the May PC meeting. Lionel Robbins had carried out the audit on 19 May and had no adverse comments to make. He had, however, pointed out that the Parish held high reserves which should be used for the benefit of residents. Projects are to be considered. The year end bank reconciliation was distributed and the Annual Governance and Accounting Statements were **AGREED** and signed by the Chair and Clerk.

(c) Cheques to be signed

1538	Came & Co	Insurance (<i>signed 27/5/17</i>)	£544.64		£544.64
The following cheques were signed:			Net	VAT	Gross
1539	Mrs Grimmett	May/June salary & reimbursements	£600.36		£600.36
1540	HMRC	PAYE	£141.20		£141.20
1541	L Robbins	Internal Audit	£75.00		£75.00
1542	Malling Action	JPCTCG subs	£50.00		£50.00

(c) Any other financial business

There was no other financial business.

9 **Roads**

(a) Street Light at Parsons Corner

It had been reported to the Clerk by a Councillor of Ryarsh PC that the cover of the lantern was unhinged and this had been reported to TMBC.

(b) KCC – Consultation on Prohibition of Right Turn from Castle Way to A228

KCC are proposing to keep the junction as no right turn and comments are invited by 19 June.

Action: Cllr Grimmett to respond on behalf of PC

(c) Any Other Roads Business

JPCTCG The June meeting has been cancelled and the next meeting is 27/9/2017.

Street Lights The Clerk is waiting for a date for Highways to look at lights and assess suitability for replacement with LEDs.

Obstructive Parking Cllr Grimmett reported that on May a fire engine was unable to proceed along Ryarsh Road as a parked vehicle belonging to a builder from the houses in Masters Lane was blocking the road. Luckily the engine was not on it's way to an emergency. He had photographed the incident.

Action: Cllr Grimmett to report to TMBC, Police Commissioner and Cllr Hohler

Nothing further was raised under this heading.

10 **Planning**

New:

TM17/01003/FL Land East of Legge Lane Snodland Rd

Proposal: Section 73: Variation of planning condition 5 of TM/16/00003/FL to allow for a change in the number of dogs being exercised/trained at any 1 session.

BPC: Objections on basis that no of dogs permitted should be specified and problems with noise/parking addressed. Applicants should be able to demonstrate compliance with any conditions set by TMBC.

TM/01039/FL 5 Legge Lane Birling West Malling Kent ME19 5JH

Proposal: Erection of 2 storey infill extension - no objections

Cllr Walker declaed an interest as a neighbour in the following 2 applications and took no part in the discussion.

BPC: No objections

TM/17/01156/FL 29 Ryarsh Road, Birling ME19 5JR

Proposal: Demolition of existing side extension & erection of single storey side extension & loft conversion including rear dormer & rooflights to front

BPC: No objections to the application but concerns that the front boundary wall shown on the plans is not part of the application. This needs clarification.

TM17/01321/FL Timberley, 19 Masters Lane, Birling ME19 5JP

Proposal: Erection of wooden summerhouse

BPC: No objections

Decisions:

TM/17/00439/FL Holly Hill Lodge, Holly Hill, Meopham

Change of use from redundant agricultural to ancillary residential workshop / home / office / storage

BPC: Objections

TMBC: Refused

Ryarsh Stables

Soil tests carried out in accordance with permission show land contaminated, mainly with lead, and a clean up to the authority's requirements has to be carried out.

11 **Any Other Business**

(a) Nothing was raised under this heading.

12 **Date of next meeting**

As previously agreed the next meeting will be held at **8pm on Tuesday 13 July 2017.**

There being no further business the meeting closed at 10.33pm.