

Birling Parish Council

Draft Minutes of Meeting held on Tuesday 10 October 2017 in Birling Village Hall at 8pm

Present: Councillors Mrs J Westwood (Chair)
Mr Colin Grimmett (Vice Chair)
Mr Neil Hewett Mr Stuart Hirst
Mr Guy Nevill Mrs Helen Walker
Mrs Sylvia Spooner
Clerk Ms Pilbeam

1 Apologies for Absence and Declarations of Interest

Cllr Mrs Hohler and Cllr Matthew Balfour also gave their apologies.

2 Declarations of Interest

Cllr Grimmett and Cllr Hewett declared an interest in item 10(ii)

Cllr Nevill declared an interest in items 10 (i)

Cllr Walker entered the meeting at 20.01pm

3 Reports

There were no reports due to the absence of County and Borough Members. Cllr Westwood reported that there had been a cat shot that was reported on the front page of the Kent Messenger.

Cllr Nevill entered the meeting at 20.05pm

4 Open Forum - There were no subjects raised

5 Approval and Signing of Minutes of Previous Month's Meeting

It was **RESOLVED** that the minutes of the meeting held on Tuesday 12 September 2017 be **APPROVED** and they were **SIGNED** by the Vice Chair.

6 Matters arising and last month's circulation

(a) Actions from September's meeting

i. Box Tree by War Memorial

Update from Cllr Hirst following information from Tonbridge and Malling Borough Council Officer

Cllr Hirst reported that a 30% reduction had been agreed with Liz Guthrie and the council are awaiting the formal approval. Cllr Hirst reported that he had obtained two quotes, it was **RESOLVED** to proceed with the quote from KJR Tree Works at £260. It was **RESOLVED** for Cllr Hirst to attend to the contractor during the works.

ii. Traffic Survey

To report locations of survey confirmed as Bull Road and Ryarsh Road; installed first week of October.

It was confirmed that the installation had not taken place and for the Clerk to advise Cllr Hohler that the survey should now take place after half term and the resurfacing works.

It was **RESOLVED** for the Clerk to contact KCC to find out the dates of the resurfacing works.

iii. Section 106 Bus Service monies

Cllr Hewett to re-send response on behalf of the Chair. The response from KCC was noted.

iv. Public Right of Way consultation

The survey had been circulated to members as it was not possible to complete as a group response. It was noted that members had completed the online consultation.

v. LED Street Lighting

To report existing pole brackets and electrical connection boxes will need to be upgraded in order to install LED lights. A quote will follow for 6 pole brackets and 2 columns and quote for UK Power Networks to disconnect and reconnect power supply. It was **RESOLVED** for the Clerk to continue to chase.

vi. No Right Turn into Castle Way

Cllr Grimmett to email Cllr Balfour detailing concerns with A228 roundabout into Birling as a result of the Castle Way restrictions.

It was noted that Cllr Grimmett had sent the email on 21st September and Cllr Balfour's response had been circulated to councillors. It was **RESOLVED** to monitor the performance of the works and the opening of the Leybourne Chase road once it has been completed and review in March 2018.

(b) Matters for Information circulated to councillors

i. Kent Association of Local Councils website survey	15/09/2017
ii. East Street Bridge Letter from local MPs	15/06/2017
iii. E-Watch	26/09/2017
iv. Kent Association of Local Councils Finance Conference	27/09/2017
v. Kent Association of Local Councils Dynamic Councillor	27/09/2017
vi. Decision Sheet Joint Transportation Board	29/09/2017
vii. Kent Association of Local Councils Area Committee	02/10/2017
viii. Rural Services Network Weekly Email News Digest	02/10/2017

(c) Any other matters arising from the minutes

Cllr Westwood reported that the KALC area committee had suggested some amendments to the TMBC Parish Charter and all **RESOLVED** for Cllr Westwood to voice support for these amendments at the area committee.

Cllr Westwood also reported about the Ham Hill Quarry result had not been reported. It was **RESOLVED** for the Clerk to investigate the comments on the KCC website and the approved operating hours and report back to the Council.

7 Parish Business and Decisions

(a) War Memorial

To consider investigating issues with base.

It was **RESOLVED** for the Clerk to investigate improving the entire area as a project. It was **RESOLVED** to look at the base issues as the first priority and consider the general improvement. The Clerk will contact the stone masons used previously for further advice in the first instance.

(b) Remembrance Day

To consider representative to lay wreath on behalf of Parish Council

It was **AGREED** for Cllr Westwood to lay the wreath.

(c) Online services

i. To consider investigating new website platform

ii. To consider investigating obtaining '.gov.uk' domain name

It was **RESOLVED** for the Clerk to set up the website for members to view, to investigate a domain name and applying for the funding under the Local Government Transparency Code.

(d) Welcome letter to new residents

To consider sending a letter welcoming new residents to the village and giving information about Parish Council and local services

It was **RESOLVED** for the clerk to draft a welcome letter for the next meeting.

(e) Pension Contributions for Clerk

To agree to Clerk joining the Local Government Pension scheme and agree the resulting revenue implication.

It was **RESOLVED** to proceed with the Local Government Pension Scheme.

8 Correspondence

i. Letter from PS Homes concerning vehicle obstruction 18/09/2017

It was **RESOLVED** for Cllr Grimmett to follow up the investigation from the fire brigade and report back to the next meeting

It was **RESOLVED** for the Clerk to send a holding letter to PS Homes.

ii. DCLG Consultation – Planning for the right homes 19/09/2017

It was **RESOLVED** for Cllr Hewett to prepare a response for the consultation and submit to the Clerk for return before 9th November 2017.

iii. Ryarsh Brickworks – Related Bus Services 26/09/2017

iv. Invitation to Community Transport Away Day 02/10/2017

v. Complaint from Birling Park resident 02/10/2017

It was **RESOLVED** for the Clerk to continue investigating land ownership

9 Financial Matters

(a) To approve Bank Reconciliation September 2017

Deferred to the next meeting

(b) To approve PAYE record August & September 2017

It was **RESOLVED** to approve the PAYE records.

(c) **Cheques APPROVED:**

Cheque Number	Payee	Detail	Net	Vat	Gross
1551	Julie Miller	October Salary for Clerk J Pilbeam	£ -	£ -	£ 302.71
1552	PKF Littlejohn LLP	Annual Return review fee	£ 100.00	£ 20.00	£ 120.00

(d) **To note budget position to date**

It was noted that this would be circulated once the bank statement has been received.

10 **Roads**

(a) **JPTCG**

To note postponement of September meeting and request for future speakers/topics

(b) **Any other road issues to be reported**

It was noted that the 30mph repeater signs were in some cases obscured and others required cleaning. It was **RESOLVED** that the Clerk will contact Kent County Council for action.

Cllr Walker raised that the stinging nettles in Ryarsh have been reported to Kent County Council and a resident had raised a complaint about inconsiderate parking on the T junction of Bull Road. It was **RESOLVED** for the Clerk to contact the PCSO to action.

11 **Planning**

(a) **Applications to be considered**

- i. TM/17/02541/TNCA 1 Birling Place Farm Cottages, Stangate Road, Birling, ME19 5JN
Remove trees too close to property, causing structural problems
It was **RESOLVED** to submit **NO OBJECTIONS**.
- ii. TM/17/02479/LB Bank Cottage, 84 Ryarsh Road, Birling, ME19 5JR
Listed Building Application: Removal of sun pipe, installation of 2no. roof lights to kitchen
It was **RESOLVED** to submit **NO OBJECTIONS**.
- iii. TM/17/02443/FL Bull Cottage 2 Bull Road, Birling, ME19 5JE
First floor side extension
It was **RESOLVED** to submit **NO OBJECTIONS** and ask for the same conditions apply as per the 2007 permission.

Late Observations:

TM/17/02697/TNCA 19 Ryarsh Road, Birling, ME19 5JW

T1 Large mature Holm Oak – balancing of crown by removal of a single, lower limb.

It was **RESOLVED** for Cllr Hewett to review the application and circulate a suggested response to councillors for submission to Tonbridge and Malling Borough Council.

(b) Decisions by Tonbridge and Malling Borough Council

There were none.

Cllr Hewett to check the lists and report to Clerk the dates for which decisions had been reported as these had not been received in the parish council email box.

12 Matters for future meetings

Cllr Grimmatt reported that broadband speeds have been slower this week and his internet provider was visiting to investigate. Cllr Hewett reported that there was an informative website poster located in the Duke of Wellington pub noticeboard which was useful.

Cllr Walker reported that the church clock is running fifteen minutes fast. The time will be adjusted however it was noted that since its most recent service the clock has been out. It was **AGREED** for the Clerk to look over the records and report back to the next meeting.

Cllr Hewett reported that the Local Plan consultation next stage is imminent.

Cllr Hewett reported that a leaflet had been delivered to residents concerning the All Saints Church to support up a 'Friends' group. Cllr Westwood reported that she would attend on behalf of the Parish Council.

Cllr Hewett reported that a verge has been used as an allotment garden in the parish.

Cllr Grimmatt reported his apologies for next month's meeting.

Cllr Spooner asked what was happening with the Ryarsh Primary School hall plan. It is understood that a revised plan to locate the hall was being developed.

The KALC Annual General Meeting was reported as Saturday 18th November 2017.

13 Date of next meeting

As previously agreed the next meeting will be held at **8pm on Tuesday 14 November 2017**. There being no further business the meeting closed at 22.30pm.