

## **Birling Parish Council**

### **Minutes of the MEETING of BIRLING PARISH COUNCIL held on Tuesday 14<sup>th</sup> November 2023 Birling Church at 8pm**

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

Also in attendance: Clerk Ms J Miller; Borough Councillor Paul Boxall

**104. Apologies for absence**

It was **RESOLVED** to receive and approve apologies for absence from Cllr Wright with reasons given. Apologies were also received from Mrs Hohler and Borough Councillors Boxall and Banks.

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

There were none.

**106. Approval and signing of minutes of meeting of 10<sup>th</sup> October 2023**

It was **RESOLVED** to sign and approve the minutes of the meeting of 10<sup>th</sup> October 2023.

**107. Reports**

- (a) County Council – Sarah Hohler  
Mrs Hohler had sent apologies, and a written report was received.
- (b) Borough Councillors – Paul Boxall and Bill Banks  
Cllrs had sent apologies, and a written report was received.
- (c) Kent Police a report was received, and a theft related to farm buildings was noted.  
The Clerk will seek an update.

**108. Open Forum – Public Participation Session**

There were none.

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

- i. **Ryarsh School**  
To receive any updates.  
It was noted that the annual fireworks event was successful.
- ii. **Village Hall access**  
To receive any updates on availability of hall.  
There were no further updates.
- iii. **Post Office**  
To note response from Tom Tungendhat –  
It was noted that Tom Tungendhat had escalated the parish council's complaints to the post office.

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

02/10 NALC Newsletter  
02/10 E Watch 2114  
02/10 E Watch 2115  
02/10 E Watch 2116  
02/10 Rural bulletin

02/10 E Watch 2117  
 02/10 Biodiversity net gain  
 02/10 58 & 70 Buses  
 02/10 Chairmanship Conference  
 02/10 KALC events  
 02/10 Rail summit  
 02/10 Draft economic strategy 2023-27 consultation  
 02/10 NALC events  
 11/10 M20 moveable barrier  
 11/10 Climate Change Forum survey  
 16/10 White Ribbon Day  
 16/10 E Watch 2119  
 16/10 **KALC AGM Notice – apologies will be sent.**  
 16/10 Chief executives bulletin  
 16/10 NALC Newsletter  
 16/10 Rural and Community Housing Free online sessions  
 16/10 The Rural Bulletin  
 16/10 E Watch 2120  
 16/10 E Watch 2121  
 16/10 58 & 70 buses  
 18/10 E Watch 2122  
 18/10 KALC T&M minutes and attachments  
 19/10 Updated Highways Information Pack  
 30/10 KCC Rail Summit recording  
 30/10 Chief executive bulletin  
 30/10 Southeastern Stakeholder survey  
 30/10 E Watch 2123  
 30/10 E Watch 2124  
 30/10 The rural bulletin  
 30/10 NALC newsletter  
 30/10 Severe Weather Emergency Protocol (SWEP)  
 30/10 **Heart of Kent Hospice newsletter**  
 30/10 **Chief executive bulletin – it was noted that parish council’s won’t be able to use video conferencing facilities in the future.**  
 30/10 KALC Climate Action day  
 30/10 E Watch 2125  
 30/10 **Community Transport Grant Scheme – bids will be considered in the future.**  
 01/11 Preparation for Storm Ciaran  
 02/11 KALC News November  
 02/11 RSN Rural Funding Digest  
 02/11 NALC Newsletter  
 02/11 Rural Bulletin  
 02/11 E Watch 2126  
 02/11 Change of date and location of Parish Partnership Panel  
 03/11 **Kent Cycling and Walking Infrastructure Plan Consultation – no further action from the parish council.**  
 03/11 Ticket office closure plans withdrawn  
 03/11 E Watch 2127  
 03/11 Southeastern Stakeholder Forum  
 03/11 South East Water Storm Ciaran update

## 111. Meetings

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

- i. Parish Partnership Panel 09/11/2023 – Cllr Hewett.

Items covered included a police update and that officer vacancies are being filled. Most crimes are in Tonbridge and Snodland. Off road vehicles and speeding are high priorities. The issues with the TMBC planning application system not working were discussed at length and parish councils were alerted to the fact that there may be site notices displayed where applications are not on the list. Other reports were that the borough council is seeking elections staff and the Local Plan Update reported that Regulation 19 in December 2024.

**(a) Future meetings**

- i. KALC AGM 18/11/2023
- ii. Snodland Asphalt Meeting 21/11/2023
- i. KALC T&M Area Committee 14/12/2023
- ii. Parish Partnership Panel 08/02/2024
- iii. Parish Partnership Panel 30/05/2024

**112. Parish Business for Decisions**

**(a) Highways**

- i. To receive update from Cllr Hirst on Highways Improvement Plan.  
There was no further update.
- ii. To receive update on bank infringement.  
The matter continues to be investigated by Kent County Council. The parish council will advise of the information in the previous minutes showing that KCC Highways had repaired the bank in the past.

**(b) Local Plan**

- i. To note update  
This was covered earlier in the meeting.

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

- i. To receive update on KALC T&M parish council initiatives.  
There was no further update.

**(d) Jubilee and Coronation**

- i. To receive update on visit to Gallaghers to choose stone.  
Cllr Nevill will provide dates to visit Gallaghers.
- ii. To receive update on Burslem response to sketch.  
This is on hold until the visit to choose the stone.
- iii. To receive update from Cllr Nevill on tree planting.  
There was no further update.

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

- i. To note letter sent to Costa and MacDonalds.  
This will be circulated.  
The fly tipping has been reported.

**(f) Climate Action**

- i. To review and update the Climate Action Plan.  
The Local Nature Recovery Strategy was discussed.

**(g) Strategic Plan Update**

- i. To review strategic plan.  
It was agreed to create the new plan with three topics: Community Engagement, Health and Wellbeing, Physical Spaces and Environment with

some examples to work on at the next meeting. This will be circulated prior to the meeting.

- (h) **Remembrance Sunday 12<sup>th</sup> November 2023**
- i. To note any updates.  
Thanks were noted to all that supported the Act of Remembrance.
  - ii. To note church clock service on 8<sup>th</sup> November 2023 – noted.
- (i) **Annual Budget and Precept 2024/25**
- i. To consider first draft of budget and precept.  
The draft will be reviewed again at the next meeting.
- (j) **Hospice** – to agree a donation  
It was **RESOLVED** to donate £100 to the Heart of Kent Hospice.
113. **Parish Business for Noting**
- (a) **Website/Social Media platforms updates**  
To note the following added to online platforms:
- Road closures
  - Ryarsh PTFA fireworks event
  - Storm Ciaran advice
  - Remembrance event
- (b) **Parochial Church Council**
- i. To receive regular update.  
It was noted that leafleting will take place to encourage attendance at church.  
Church tidy up will take place on 9<sup>th</sup> December.  
Saturday 16<sup>th</sup> December is the Christmas Craft event and Sunday 17<sup>th</sup> December 4pm carol service.
- (c) **Resident Matters**
- i. To note any recent local issues raised.  
The water leak issues in Stangate Road were noted and slow response from the water company. It was noted that the resultant potholes are very dangerous.
114. **Correspondence**
- (a) Request from East Peckham for Climate Action Plan template – noted.
  - (b) Email from resident unable to attend litter pick – noted.
  - (c) Email from resident about conservation area requirements – noted.
115. **Finance & Accounts**
- (a) **To approve Bank Reconciliation October 2023**  
Net Bank Balances as at 31/10/2023 £20,550.33  
It was **RESOLVED** to approve the Bank Reconciliation for October 2023.
- (b) **To note budget position year to date October 2023**  
The budget position as at October 2023 was noted.
- (c) **To approve PAYE record November 2023 and to note NJC salary rise.**  
The PAYE record was approved and the NJC rise noted.
- (d) **BACS and DD to be approved and signed for November 2023**  
It was **RESOLVED** to approve the following payments:

Payee	Budget	Amount Gross	Amount Net	VAT	Description
Various	Staff Costs	£721.20			November Salary and backdated rise
LASER	Streetlighting	£23.16	£22.06	£1.10	Streetlight energy costs
Waveney IT	IT Costs	£62.73	£ 52.27	£ 10.46	Monthly Mailbox Costs
Birling Church	Hire	£300.00			Meeting Hire
Poppy Appeal	Donations	£50.00			Remembrance wreath
Street lighting	Streetlighting	£187.74	£156.45	£31.29	Half yearly maintenance
HugoFox	IT Costs	£11.99	£9.99	£2.00	Monthly website costs

**116. Road**

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

These were covered earlier in the meeting.

It was agreed to investigate the costs of white lining and the reinstatement of the 30mph roundel.

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

i. To note temporary road closures affecting Birling Bull Road, Birling. Castle Way, West Malling. Birling Road, Leybourne.

**117. Planning**

**(a) Applications to be considered**

There were none.

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

There were none.

**118. Matters for future meetings.**

The usual substantive items will be on the agenda.

**119. Date of next meeting: Tuesday 12<sup>th</sup> December 2023**

Meeting closed at 21:37pm Signed..... Date.....