

## **Birling Parish Council**

### **Minutes of the MEETING of BIRLING PARISH COUNCIL held on Tuesday 9th November 2021 Birling Church**

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

Also in attendance: Clerk Ms J Miller

**104. Apologies for absence**

It was **RESOLVED** to receive and accept apologies from Cllr Hewett with reasons given. Cllr Kemp and Cllr Hohler also gave apologies.

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

There were none.

**106. Reports**

A police report was circulated prior to the meeting.  
Congratulations were noted to Matthew Balfour on his appointment to Alderman at Tonbridge and Malling Borough Council.

*Cllr Nevill entered the meeting at 20:03pm.*

**107. Approval and signing of minutes of meeting of 12<sup>th</sup> October 2021.**

It was **RESOLVED** to approve the signing of the minutes of 12<sup>th</sup> October 2021

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

Cllr Nevill gave a presentation about the forthcoming planning application at the campsite.

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

**(a) Matters arising and last month's circulation**

**i. Ryarsh School**

To receive update from Cllr Walker on meeting with Ryarsh PC and head teacher - it was noted that a meeting will be planned as soon as possible.

**ii. Culverts**

To receive update from meeting with Emma Burdett KCC

It was noted that there is very little that can be done to address the flooding issues although Emma is consulting with Highways about the capacity of the culverts and the Bull Road flooding. A section 19 report is normally lodged with KCC when flooding occurs and there is not one logged for Birling and Emma will investigate this. It can take up to a year for a section 19 report to be published so there may be delays due to COVID.

**iii. Benches**

To note works to be planned for spring.

**iv. Village Hall access**

To receive an update on availability of hall.

Cllr Nevill confirmed that the hall usage should be back to normal.

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

04/10/2021 Welcome to Gallagher

04/10/2021 Data Protection training

04/10/2021 Area Planning Meeting cancelled TMBC

04/10/2021 Kent Plan Bee newsletter

04/10/2021 NALC Chief Executive's Bulletin  
 04/10/2021 Local Government Bulletin  
 04/10/2021 Minutes for Audit Committee  
 04/10/2021 Guide to Queen's Beacons  
 05/10/2021 E Watch 1910  
 05/10/2021 The Rural Bulletin  
 05/10/2021 Residents' consultation  
 05/10/2021 Kent PCC Survey  
 05/10/2021 Local Government Boundary Commission – electoral review  
 05/10/2021 LGBCE Electoral Review for TMBC  
 07/10/2021 Southeastern franchise change  
 07/10/2021 RSN rural funding digest  
 08/10/2021 Local Government Bulletin  
 08/10/2021 KALC events in October  
 08/10/2021 Media release road surfacing works  
 08/10/2021 JPCTCG Minutes 16 September  
 08/10/2021 Waste collection weekly update  
 12/10/2021 Another campaign win  
 12/10/2021 Minutes for General Purposes Committee  
 12/10/2021 Kent Rail Summit  
 12/10/2021 Southeastern's new director  
 12/10/2021 KALC T&M area committee  
 12/10/2021 NALC Chief Executive Bulletin  
 12/10/2021 E Watch 1912  
 12/10/2021 The Rural Bulletin  
 12/10/2021 KALC Finance conference flyer  
 18/10/2021 Ron Moore  
 19/10/2021 E Watch 1914  
 19/10/2021 KALC meeting October  
 19/10/2021 KALC rail summit  
 20/10/2021 Area planning meeting cancelled TMBC  
 20/10/2021 Local Government Bulletin  
 20/10/2021 Rural Bulletin  
 20/10/2021 PWCAC Quarterly newsletter  
 20/10/2021 Local Government Bulletin  
 21/10/2021 Police engagement event  
 01/11/2021 Local Government Bulletin  
 01/11/2021 NALC Chief Executive Bulletin  
 01/11/2021 Agenda for economic regeneration advisory board  
 01/11/2021 KALC Health and Wellbeing Conference  
 01/11/2021 KALC Events  
 01/11/2021 E Watch 1916  
 01/11/2021 The rural bulletin  
 01/11/2021 Agenda for Parish Partnership Panel  
 01/11/2021 Local Government Bulletin  
 01/11/2021 Local Government Bulletin  
 01/11/2021 E Watch 1917  
 01/11/2021 Weekly Waste Update  
 01/11/2021 CPRE Christmas Lunch  
 01/11/2021 Queens Jubilee

111.

**Meetings**

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

21/10/2021 KALC area committee

Cllr Westwood reported that Cllr Mary McKinlay has been voted in as chairman and the substantive items continue to be discussed. The changes to the Code of Conduct were discussed and it was agreed for Birling Parish Council to retain the NALC Code of Conduct.

04/11/2021 Parish Partnership Panel.

It was noted that a new chairman had been appointed and there appears to be a renewed commitment for parish views to be heard. The Panel will be reviewed for effectiveness and one of two vice chairmen will be a nominated parish councillor. The matters raised by KALC are to be considered for inclusion in the Work Programme 2022/23. An 'any other business' item on the agenda will allow parish members to raise matters in the future. Issues raised in AOB included Road safety, Seven Mile Lane and smart motorways. . In relation to the Local Plan Parish members had asked for a more consultative and transparent approach from the borough council. The procedure of how parishes present items to the Parish Partnership Panel was also confirmed

**(b) Future meetings**

13/11/2021 KALC AGM – Cllr Westwood

19/11/2021 Tarmac Liaison Meeting – Cllr Hewett

**112. Parish Business for Decisions**

**(a) Highways Improvement Plan**

- i. To note meeting with KCC to discuss HIP plans on 19<sup>th</sup> November 09:00  
Awaiting results for the traffic monitoring regarding the 20mph zone and why 40mph change is not being installed.
- ii. To note TRO consultation in November for extension to 7.5t and width restrictions Snodland Road – noted.

**(b) Bank Infringement**

- i. To receive update from Cllr Westwood on the review of archived minutes.  
It was noted that Cllr Westwood had found historic minutes about the bank infringement and a summary was circulated to councillors via email.  
It was agreed to send the relevant minutes to the solicitor to show KCC's involvement in the bank over the years. It was noted that KCC installed the meshing so the question of future maintenance responsibility raised.
- ii. To note UKPN emailed for information on permission obtained for pole on land  
To note UKPN unable to provide information.
- iii. To note update on legal advice  
It was noted that further documents had been sent to the solicitor.

**(c) Local Plan**

- i. To note Local Plan update  
It was noted that a new Local Plan is being created and a call for sites consultation has started for a period of four weeks. It was noted that Brownfield sites are a priority and the housing target has gone up by 21%, 839 per annum compared to 696 previously.

**(d) Rural Broadband**

- i. To note clerk working with Openreach to progress project – noted.

**(e) Queens Platinum Jubilee 2022**

- i. To consider draft action plan and share ideas  
It was agreed to investigate a commemorative stone for the Jubilee to unveil on the day.

The timings of activities and the number of people required will be added to the plan after an initial site visit.

The village hall will be approached to book the community facility.

**(f) TMBC proposed Boundary Changes**

- i. To consider final response.

Cllr Westwood circulated a final response prior to the meeting and it was **RESOLVED** to submit this and include SSSI, ANOB, Ancient Woodland, North Downs Way and Pilgrims Way. Flytipping and rural road issues will also be included. The response will also be sent to TMBC.

**(g) Budget 2022-23**

- i. To consider budget and precept for 2022-23

The budget was provisionally agreed at £11,176 and precept at £11,016 for 2022-23. This will be reviewed when the tax base has been confirmed.

**113. Parish Business for Noting**

**(a) Website update**

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

- Road closures
- HIP updates
- Police engagement meeting
- Waste collection updates

**(b) Parochial Church Council**

- i. To receive regular update

Cllr Walker reported that the vicarage will be rented out for the short term, the church continues to pay for clergy and reserves are being used up in the process. The facilities project is being worked on and a funding application has been submitted.

Cllr Walker will obtain an estimate on how much funding is required to run the church per annum.

**(c) Whatsapp Group Matters**

- i. To note any issues raised on the Birling Whatsapp Group

There were no significant issues reported.

**(d) TMBC Waste Collections**

- i. To note weekly reports

It was noted that brown bins may be collected.

**114. Correspondence**

There was none.

**115. Finance & Accounts**

**(a) To approve Bank Reconciliation October 2021.**

Net Bank Balances as at 31/10/2021 £24902.45

It was **RESOLVED** to approve the bank reconciliation for October 2021.

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

It was noted that the bulbs had been ordered and the payment will be reimbursed to Cllr Westwood. It was agreed to plant at the war memorial and near salt bin on Saturday 27<sup>th</sup> November 2021. This will be advertised on the Whatsapp group.

**(c) To approve PAYE record November 2021.**

**(b) BACS to be approved and signed**

It was **RESOLVED** to approve the following payments:

Payee	Budget	Amount Gross	Amount Net	VAT	Description
J Miller	Staff Costs	£371.49	N/A	N/A	Nov Salary
HMRC	Staff Costs	£87.80	N/A	N/A	Nov PAYE
KCC	Streetlights	£8.19	£7.78	£0.41	Sept Streetlighting energy
Waveney IT	IT Costs	£45.60	£38.00	£7.00	Nov mailbox monthly charge
Streetlights	Street Lighting	£178.80	£149.00	£29.80	Half yearly maintenance charge

## 116. Roads

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

It was noted that the cut back along the verges had not yet been carried out – the clerk will chase this up.

### (b) To receive update on M20 motorway noise problem.

There were no further updates.

### (c) Road Closures – see website for details

To note temporary road closures affecting Birling

The Remembrance Day road closure was discussed. A poster will be advertised to arrive 10:45am service to start at 10:50am.

## 117. Planning

### (a) Applications to be considered

There are none.

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

- i. TM/21/01549/FL 249 Snodland Road Birling West Malling Kent ME19 5JQ  
Demolition of single storey rear extension and construction of part one/part two storey rear extension  
Approved on 13 October 2021
- ii. TM/21/01948/TNCA All Saints Church Snodland Road Birling West Malling Kent  
Removal of five trees identified in management plan (various species of Yew, Maple and Yukka)  
No Objection on 19 October 2021
- iii. TM/21/02134/FL 3 Bull Road Birling West Malling Kent ME19 5JE Proposed crossover and drive widening  
Approved on 28 October 2021

## 118. Matters for future meetings

The usual substantive items shall remain.

## 119. Date of next meeting: Tuesday 14th December 2021 8pm

*Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, the public and representatives of the press and broadcast media were excluded from the meeting during the consideration of item 120 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*

**120. Clerk Appraisal**

An update was noted. It was **RESOLVED** to formally record appreciation to the Clerk for all her efforts and hard work.

**Meeting closed at 22:07pm**

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