

Birling Parish Council

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

Tuesday 10 April 2018 at 8pm

Birling Village Hall, Snodland Road, Birling ME19 5JE

Public and Press are welcome to attend

- 1. Apologies for absence**
- 2. Declarations of Pecuniary and Non-Pecuniary Interest**
- 3. Reports - County, Borough and Police**
- 4. Open Forum – Public Participation Session**
- 5. Approval and signing of minutes of March’s meeting (pages 1-4)**
- 6. (a) Matters arising and last month’s circulation**
 - i. Great British Spring Clean**
To report litter pick on 17th March 2018
 - ii. Friends at All Saints Easter Egg Hunt**
To report update on event
 - iii. Traffic Survey**
To report update from KCC Cllr Sarah Hohler
 - iv. Local Plan**
To note no further updates from Tonbridge and Malling Borough Council
 - v. Kent Minerals and Waste Local Plan 2013-30 Consultation**
To note objection sent to Kent County Council
 - vi. General Data Protection Regulations**
To report update on action plan
 - vii. Walk The Chalk**
To report update
 - viii. GP Surgery**
To receive update
- (b) Matters for Information circulated to councillors**
 - i. 12/03/2018 Chief Executive Bulletin 10 9 March 2018
 - ii. 12/03/2018 Invitation to attend South East Water Workshop
 - iii. 12/03/2018 West Kent Neighbourhood Watch Updates
 - iv. 12/03/2018 Flood Warden Training
 - v. 12/03/2018 Government consultations on the National Planning Policy Framework and Developer Contributions
 - vi. 12/03/2018 West Kent Neighbourhood Watch Updates
 - vii. 12/03/2018 Works Information M2
 - viii. 12/03/2018 E Watch 1536
 - ix. 12/03/2018 TMBC Community Safety Partnership Newsletter
 - March/April
 - x. 12/03/2018 Works Information A21
 - xi. 12/03/2018 West Kent Neighbourhood Watch Updates
 - xii. 16/03/2018 Works Information A2070
 - xiii. 16/03/2018 E Watch 1537
 - xiv. 16/03/2018 Start of works notification for The Close

xv.	16/03/2018	West Kent Neighbourhood Watch Updates
xvi.	19/03/2018	Weekly Email News Digest
xvii.	19/03/2018	KALC GDPR Encryption training
xviii.	19/03/2018	JPTCG Minutes
xix.	19/03/2018	Rural Economy Spotlight
xx.	19/03/2018	Weekly Email News Digest
xxi.	26/03/2018	NALC Chief Executive Bulletin 12- 23 March 2018
xxii.	26/03/2018	Spring Newsletter UK Power Networks
xxiii.	26/03/2018	Kent Police Rural Liaison team report
xxiv.	26/03/2018	E Watch 1540
xxv.	26/03/2018	West Kent Neighbourhood Watch updates
xxvi.	26/03/2018	Local Government Ethical Standards Stakeholder
Consultation		
xxvii.	26/03/2018	Notes on Neighbourhood Planning edition 20
xxviii.	26/03/2018	Consultation – Refresh of Kent Joint Municipal Waste
Management Strategy		
xxix.	26/03/2018	E Watch 1539
xxx.	26/03/2018	KCC Rural Bus Services The Big Conversation
xxxi.	26/03/2018	E Watch 1341
xxxii.	27/03/2018	Rural Weekly News Digest
xxxiii.	30/03/2018	E Watch 1542
xxxiv.	30/03/2018	West Kent Neighbourhood Updates
xxxv.	30/03/2018	Section 137 Expenditure limit for 2018/19
xxxvi.	30/03/2018	PKF Littlejohn Annual Return

(c) Any other matters arising from the minutes

7. Meetings attended on behalf of the parish council

- (a) 22/03/2018 - Burslem war memorial project meeting – Cllrs Nevill and Hirst

8. Parish Business for Decisions

(a) War Memorial Project

To report Councillor meeting and to agree plans

(b) Remembrance Day 2018

To consider tribute celebrations

(c) LED Street Lighting Upgrade

To report work to start in October and to consider hours of light

(d) Annual Parish Meeting

To consider arrangements for annual meeting

(e) To review Standing Orders

(f) To review Financial Regulations

(g) To review Asset Register

9. Correspondence

- (a) Email from Ryarsh Parish Council with Kent Minerals and Waste response.
- (b) Email from Cllr Hohler 'KCC drastically reduces bus services'
- (c) Request for donation from Citizens Advice North & West Kent

10. Finance & Accounts

- (a) To approve Bank Reconciliation March 2018
Net Bank Balances as at 28/02/2018: £38,308.38
- (b) To note budget position year to date March 2018
- (d) To approve PAYE record April 2018
- (e) To note update transfer of banking arrangements to Unity Trust Bank
- (f) To report Annual Audit date
- (g) Cheques to be signed:

Payee	Budget	Cheque No.	Amount	Description
J Miller	Staff Costs	1569	£302.71	April salary
HMRC	Staff Costs	1570	£75.60	HMRC PAYE April 2018
Citizens Advice in North & West Kent	Grants and Donations	1571	£50.00	S137 Donation
Scarbutts	Grants and Donations	1572	£75.00	Easter Egg Hunt printing
D Gardiner	Grants and Donations	1573	£50.00	Easter Egg Hunt prizes

11. Roads

- (a) To report any road issues

12. Planning

- (a) Applications to be considered

i. TM/18/00581/FL The Byre, Snodland Road, Birling West Malling ME19 5JF Proposed Dormer windows to rear with additional rooflights, 1 to front and 2 for rear and 1 high level window to ground floor at rear of existing dwelling.

- (b) Decisions by Tonbridge and Malling Borough Council

There are none.

13. Matters for future meetings

**14. Date of next meeting: Tuesday 8 May 2018 at 8pm
(Annual Parish Meeting prior to Annual General Meeting)**

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960 because of the confidential nature of the business to be transacted, the public and press will be asked to leave the meeting during the consideration of the following items:

15. Pension Scheme

- (a) To receive update and agree actions

Julie Pilbeam

Julie Pilbeam, Parish Clerk birlingparishcouncil@hotmail.co.uk

4 April 2018