

Birling Parish Council

**All members of Birling Parish Council are summonsed to attend the
BIRLING PARISH COUNCIL MEETING to be held on**

Tuesday 17th March 2026 at 8pm

At All Saints Church, Birling

www.birlingparishcouncil.gov.uk

Public and Press are welcome to attend

Public Participation – Item 5 only

1. **Apologies for absence**
2. **Declarations of Pecuniary and Non-Pecuniary Interest**
3. **Approval and signing of minutes of meeting of 6th January 2026**
(Attachment 1)
4. **Monthly Reports - County, Borough and Police Reports**
 - (a) County Councillor Dodger Sian
 - (b) Borough Councillors Paul Boxall and Bill Banks
 - (c) Kent Police
5. **Open Forum – Public Participation Session**

The period of time designated for public participation at a meeting in accordance with standing order 3(e) shall not exceed ten minutes unless directed by the chairman of the meeting. Subject to standing order 3(f), a member of the public shall not speak for more than three minutes. In accordance with standing order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given.
6. **(a) Matters arising and last month's circulation**
 - i. **Ryarsh School**
To receive any update.
 - ii. **Village Hall**
To receive any updates on availability of hall.
 - iii. **Horse Rider Safety**
To note update from Cllr Sian – awaiting engineer update.
 - iv. **Community Award**
To note update on community award nomination

(b) Matters for Information circulated to councillors

 - 08/01 Kent Service changes – buses
 - 08/01 Open letter to parish councils – NALC
 - 08/01 KALC training bulletin
 - 08/01 KALC Area meeting 15/01
 - 13/01 E Watch 2355
 - 13/01 KALC news January 2026
 - 13/01 KALC Strategic engagement survey for KCC Highways
 - 19/01 Open letter from Mark Williams East Peckham Parish Council
 - 19/01 E Watch 2356
 - 19/01 Southeastern Stakeholder update
 - 19/01 Kent reserves and cadets event 24/02

19/01 KALC T&M info local plan
 19/01 Chief executive bulletin
 19/01 NHS Treatment Centre consultation
 19/01 E Watch 2357
 19/01 Latest Kent Trading Standards updates
 19/01 KFR community resilience plan
 19/01 East Peckham Neighbourhood Plan
 26/01 Promoting men's health
 26/01 E Watch 2358
 26/01 Porchlight firewalk
 26/01 NALC chief executive bulletin
 26/01 KALC bulletin
 26/01 Key changes for TMBC planning portal
 26/01 E Watch 2359
 30/01 Oast Park status update
 04/02 TMBC s106 Parish Drop in
 17/02 E Watch 2365
 17/02 KALC Community Awards celebration evening
 17/02 E Watch 2364
 18/02 TMBC Parish Council drop in session s106
 18/02 Invite to tea and tour at The Children's Trust 14/05/2025 at 10am
 18/02 58 & 72 bus costs 2025
 18/02 KALC T&M minutes 15/01
 18/02 Chairs meeting notes – open letter to TMBC
 20/02 Chief Executive Bulletin
 20/02 KALC training bulletin
 20/02 E Watch 2367
 20/02 Bulletin
 20/02 News update TMBC
 23/02 Draft letter from chairs to TMBC
 24/02 Oast Park community engagement update
 27/02 Road safety and active travel group
 27/02 E Watch 2368
 27/02 Notes from Snodland Asphalt meeting 18/02
 27/02 E Watch 2369
 01/03 E Watch 2366
 01/03 Southeastern Stakeholder update
 06/03 E Watch 2371
 10/03 E Watch 2372

7. Meetings

(a) Meetings attended on behalf of the parish council

- i. KALC T&M Committee - 15/01/2026
- ii. John May Charity 29/01/2026
- iii. Parish Partnership Panel 05/02/2026
- iv. Snodland Asphalt Committee 18/02/2026
- v. Oast Park Obee Estates meeting 03/03/2026

(b) Future meetings

KALC T& M Committee – 23/04/2026

8. Parish Business for Decisions

(a) Oast Park Golf Course

- i. To receive any updates

ii. To note update on response from TMBC regarding TPO application

(b) Highways Improvement Plan

- i. To note update on annual review.
- ii. To note lining of Bull Road referred to Cllr Sian.

(c) Local Plan

- i. To receive any updates.

(d) Community Transport Grant / Bus Services

- i. To receive update on KALC T&M parish council initiatives.

(e) Jubilee and Coronation

- i. To receive update.

(f) John May Charity

- i. To receive update.

(g) Village Maintenance, Waste and Litter

- i. To receive any updates.
- ii. To note forthcoming litterpick Sunday 22nd March 2026.
- iii. To note new noticeboard order placed.

(h) Focus Session on Long Term Vision

- i. To propose key priorities from the draft proposals.

(i) Annual Audit

- i. To appoint internal auditor.
- ii. To confirm the independence and competence of the internal auditor.
- iii. To adopt IT policy to satisfy assertion 10 of Annual Governance and Accountability Return
- iv. To attend GDPR training to satisfy assertion of Annual Governance and Accountability Return.

9. Parish Business for Noting

(a) Website/social media update

- i. To note the following added to the website:-
 - Local Plan consultation

(b) Parochial Church Council

- i. To receive regular update.

(c) Resident Matters

- i. To note any recent local issues raised.

10. Correspondence

- (a)** Thank you letter from Ryarsh School pupils

11. Finance & Accounts

(b) To approve Bank Reconciliation February 2026

Net Bank Balances as at 28/02/2026 £15,382.38

(c) To note budget position year to date February 2026

(d) To approve PAYE record March 2026

(e) BACS to be approved and signed:

February:

Payee	Budget	Gross	Detail
KCC Laser	Streetlighting	£ 47.94	Streetlighting energy
Rose and Thistle	Reserves	£ 60.00	Memorial landscaping
Various	Staff Costs	£ 817.62	Feb staff costs
Unity Trust Bank	Bank Charges	£ 6.00	Bank charges

March:

Various	Staff Costs	£ 817.62	Mar Staff costs
Laser	Streetlighting	£ 24.95	Streetlight energy
JA Miller	Clerk expenses	£16.90	printer ink
JA Miller	Clerk expenses	£46.95	printer ink
JA Miller	Reserves	£364.18	reimbursement defib battery replacement

(f) To review insurance policy coverage

12. Roads

(a) To report any road issues

(b) Road Closures

- i. To note temporary road closures affecting Birling. Birling Road, Leybourne.

13. Planning

(a) Applications to be considered

- i. **26/00116/NMA** The Cottage 30 Masters Lane Birling West Malling Kent ME19 5JP

Non- Material Amendment to Planning permission TM/20/02379/FL (re-submission of TM/20/00503/FL) - Add courtyard garden north of dwelling (further to moving the dwelling 3.5m southwards per NMA ref: TM/22/00206/NMA) Amend roof-mounted PV panel array to reflect as-built arrangement. Amend position and size of window to Bedroom 4 (east elevation). Omit French doors to Bedroom 4 (north elevation) in lieu of 2no. windows. Reduce window size to Bedroom 4 ensuite (west elevation). Amend window to Bedroom 3 (east elevation) Omit windows to Dining Area (east and west elevations) Add secondary emergency escape stair to basement, to the west of Bedroom 2. Add garden retaining wall running southwards from dwelling, tapering downwards following the ground line to the west side of the wall

- ii. **26/00246/FL** Ley Farm Barn Snodland Road Birling West Malling Kent ME19 5JF

Removal of a boundary fence and replace with a 2.1m Flemish Bond, flush pointed Kingsley Weathered red brick garden wall. Works to include solid brown stained timber gates and piers with associated works

- iii. **26/00247/LB** Ley Farm Barn Snodland Road Birling West Malling Kent ME19 5JF

Listed Building Application: Removal of a boundary fence and replace with a 2.1m Flemish Bond, flush pointed Kingsley Weathered red brick garden wall. Works to include solid brown stained timber gates and piers with associated works

- iv. **APPLICATION NO:** KCC/TM/0116/2025
PROPOSAL: Proposed quarry for the extraction of sand, alteration to an existing access, together with infrastructure including haul road, ancillary offices, weighbridge, attenuation pond, landscaped bunds and mineral processing plant. Restoration by means of backfilling with imported inert materials and reinstatement to agriculture and biodiversity enhancement works
LOCATION: Land west of Roughetts Road, south of M20, Leybourne Chase, ME19 5GX

(b) Decisions by Tonbridge and Malling Borough Council

There are none.

14. Matters for future meetings

Date of next meeting: Wednesday 17th April followed by Tuesday 26th May 2026.

Provisional dates for 2026/27:

Tuesday 9th June; Tuesday 14th July; Tuesday 8th September; Tuesday 13th October; Tuesday 10th November; Tuesday 8th December; Tuesday 5th January 2027; Tuesday 16th February; Tuesday 9th March; Tuesday 13th April; Tuesday 11th May.

Julie Miller

**Julie Miller, Parish Clerk clerk@birlingparishcouncil.gov.uk
4th March 2026**