

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 3 April 2017 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), L Chown, Mrs T Dawson, Mrs S Gould, A Hickmott, S Millener, S Perry, T Shaw, H Willard and B Wlodarczyk.

There were no members of the public in attendance

Action

249 **Apologies for Absence** None

250. **Declarations of Interest**

In the course of normal business being conducted all Councillors confirmed that that they are open-minded and that any comments they make are done so without bias, pre-disposition or pre-determination, irrespective of personal comments made outside the meeting.

Councillors will take into account any relevant information put before them and not rule out any factors before reaching a final decision.

Cllr Willard declared an interest in Item 257: Potters Mede grounds

251. **Minutes** of the Meeting 6 March 2017: All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

252. **Matters Arising** 230 Planning TM/17//00291/FL Isles Quarry development: Chairman advised that he had met with residents, advising them of BGPC support for their concerns about lack of privacy Bangay's Way and advising them that their views will be conveyed to T&MBC Area 2 Planning Cttee.

253. **Vacancy BGPC**

- (i) The letter of resignation from Cllr Dobson, as noted in correspondence at the last meeting, was formally received.
- (ii) Vacancy notices have been displayed
- (iii) T&MBC has advised that o election has been called for and the vacancy may now be filled by co-option. AGREED that the closing date for applications will be 12 May 2017.
- (iv) An application for co-option has been received from Ann Easthope: agreed to interview at 7.30pm on Friday 28 April 2017, immediately prior to the Parish Meeting, along with any other applications received by that date. Any subsequent applicants will be interviewed at 7pm on Friday 12 May 2017, immediately prior to the Annual Parish Council meeting.

all

254. **Period for Public Consultation** No matters raised

255 **Planning Matters**

(i) **Decisions**

Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)
TM/15/03051/FL Redevelopment of St George's Court, Wrotham: Appeal lodged

(ii) TM/17/00528/FL External alterations and replacement signage - 2 Sevenoaks Road. No observations.

256. **Correspondence**

Noted:

Kent Can	Regular newsletters and funding (copies to all Cllrs)
Rural Services Network	News Bulletins (copies to all Cllrs)
KALC	News bulletin (copies to all Cllrs)
Kent Police	Community messages (copies to all Cllrs)
KCC	Monthly bus updates Feb. 2017 (copies to all Cllrs)
Age Concern	Letter of thanks for donation
Compaid	Letter of thanks for donation
Victim Support	Letter of thanks for donation
JPCTCG	Draft agenda 30 March 2017 (copies to all Cllrs)
KCC	Monthly bus updates March & April 2017 (copies to all Cllrs)
KALC	Bulletins on recent national developments & meetings March (copies to all Cllrs)
KCC	Temporary road closure Maidstone Rd 7 nights from 24.4.17 (copies to all Cllrs)
High Weald Councils Aviation Action Group	Updates and additional runway consultation (copies to all Cllrs)
KALC	Updates to Legal Topic Notes (copies to all Cllrs)
Parish Alliance	Emails re H+H dust emissions (copies to all Cllrs)

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Action

Correspondence (Continued)

Kent Men of the Trees AGM Saturday 15 April 2-17, Egerton. Chairman will attend.

MT

T&MBC Congratulations were expressed to Borough Green Litter Pickers who will be presented with an Environmental Champions award 2017. Cllr Perry will attend. A letter of congratulations from the T&MBC Cabinet Member for Environment & Transport had circulated to all Cllrs.

SP

KCC All Cllrs had received copies of documents on deposit for proposed 30mph speed limit extension Borough Green/Platt. Chairman will draft and circulate a reply asking for an extension A25 Maidstone Road to the east and A25 Sevenoaks Road to the west.

MT

257. Potters Mede Grounds

(i) The new trees are in bud.

(ii) Potters FC has finished play at Potters Mede until September

(iii) BGJFC has asked to hire the senior pitch next season. After full discussion, when it was noted the far side is very mossy, AGREED (a) to seek professional advice from Landscape Services (b) to advise BGJFC to progress the provision of the pitch on adjacent quarry-owned land. The land has been levelled, grassed and maintained so far by the landowner, in readiness, but a considerable amount of fencing is required. AGREED that Potters Mede changing and parking facilities can be used in conjunction with this proposed pitch. Chairman will circulate a reply.

HW/ MT

MT

258. Potters Mede Pavilion

(i) The bracket has been constructed for an additional floodlight at the entrance to the building. Chairman will continue to liaise with the contractor all as agreed at the last meeting.

(ii) All members had received copies of a request for regular hire for a baby/toddler group. AGREED that no storage or waste disposal facilities can be offered and all regulations as required by external official bodies must be complied with.

259. Recreation Ground

(i) All Cllrs had received copies of a response from Borough Green Bowls Club confirming acceptance of the council's offer for a new lease. A reply is awaited from T&MBC regarding legal services.

(ii) A water bill for £805.79 for Aug 2016 - Feb 2017 has been received. This would normally be paid by Borough Green Bowls Club but, as it is four times the normal bill, it has been referred back to the parish council by the club. During discussion it was noted that there had been a water leak on the Recreation Ground last year but it was only for a 24hr period. Chairman proposed that a contribution of £400 be made and a further assessment be made on receipt of the next bill. RESOLVED. It was suggested that the Bowls Club installs a sub-meter.

(iii) RESOLVED to approve expenditure of £95.48 + VAT for a tennis court sign, displaying the new hourly charge, to be made by RBLI. Chairman will progress and install.

(iv) The pressure washer purchased in October 2016 has failed. A replacement has been given by the supplier. As the new costs £40 less than the original, they have also given the parish council a refund of £40. A cheque for this amount was passed to the Clerk by the Chairman as all transactions had been made using his personal credit card.

(v) RESOLVED to appoint Wicksteed Leisure to undertake the annual inspection of the playground equipment + Analysis of Risk Assessment at a cost of £60 + VAT.

MT

260. Standards Board

(i) Noted that although no Letter of Censure was issued, a T&MBC Press release was issued Nov. 2015 re allegations of bullying sand bringing the council into disrepute by Cllr Taylor. A Decision Notice of the Hearing Panel 4 Jan. 2016 had been circulated to all BGPCllrs, noted and displayed on the websites. Formally noted that Cllr Taylor did breach BGPC Code of Conduct.

(ii) There was some discussion about the Standards Board procedure and the apparent weakness in the KALC Code of Conduct. Agreed that BGPC representatives will refer this to KALC and Cllr Perry to the T&MBC Standards Cttee.

MT

**MT/SP
SP**

261. Websites

AGREED that during the forthcoming election period only official nominations and results will be displayed. Further AGREED that if links to other websites can be linked to any candidate they will be severed.

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		<u>Action</u>
262.	<u>100th Anniversary of End of WW1</u> No report.	
263.	<u>Risk Assessments</u> These are being progressed.	MT/TD
264	<u>Defibrillators</u> (i) Further information regarding possible siting of equipment at the station has been delayed because of management changes at SE Railway. (ii) Procedural information regarding after-use is awaited. (iii) Clerk advised that the equipment is now insured. (iv) Cllr Perry is working on the security code numbers and testing of the installed equipment.	TD TD SP
265.	<u>Hanging Baskets</u> Several contractors have been contacted but only one quotation received. RESOLVED to accept the quotation from CJS Plants in the sum of £2730 + VAT for the supply and maintenance of hanging baskets 2017.	
266.	<u>Street Lighting</u> The column o/s 1 The Crescent has been demolished by a Tesco delivery vehicle: UKPN have made it safe. RESOLVED to accept a quotation for £680.66 + VAT received from SSE Contracting for its replacement. A quotation will be obtained from UKPN for reconnection. Chairman is liaising with Tesco's insurers.	MT
267.	<u>NatWest Bank</u> (i) So far all attempts to prevent the forthcoming closure of the branch in the High Street have failed. (ii) All members had received copies of an email from Augusta Cookover, NatWest Community Banker, requesting use of the Parish Office and Village Hall for meetings with residents.. After discussion AGREED to refuse this request and suggest that they hire BGVH in the usual way.	
268.	<u>T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options</u> (i) The Technical Appraisal has been lodged with T&MBC as agreed. (ii) AGREED that all previous submissions will be lodged at the next consultation stage.	
269.	<u>War Memorial</u> No report at	
270.	<u>Cheques for Signature</u> 2017/2018 Payments Online payments: £346.04 E-on – street lighting supply February 2017 £3410.48 Staff salaries March 2017 £1521.79 KCC - Superannuation March 2017 £388.45 Wicksteed Leisure Ltd - play equipment repairs £22.50 Green Thumb - spring treatment, War Memorial site £15.07 Kent Aluminium - Rec Gd maintenance materials £87.44 Travis Perkins - Additional loam, planter Quarry Hill Rd/Rock Rd £146.98 Travis Perkins - Playbark, Recreation Ground £226.94 SE Contracting – Street lighting maintenance February 2017 £226.94 SE Contracting – Street lighting maintenance March 2017 £427.03 Inland Revenue PAYE Jan - March 2017: (£2627.04 due, adjusted with o/s balance of refund) £586.87 SE Water - Supply, P Mede Sept.'16 - March '17 £71.41 WEX Europe Services (UK) Ltd – fuel for mowers £60.03 WEX Europe Services (UK) Ltd – fuel for vehicle	
3982	£75.00 Try Angle Scheme 2016 Donation	
3983	£210.71 Cash - Petty cash & tel rental Jan - March 2017	
3984	£400.00 Borough Green Bowls Club - water supply contribution, Recreation Ground	

These draft minutes are subject to possible amendment by Councillors at the next PC Meeting and ONLY those Minutes, duly confirmed by members present as being a full and proper record of the proceedings of that meeting, can be accepted as "The Minutes" of that meeting'.

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Cheques for Signature (Continued)

2017/2018 Payments

Online Payments

£405.08 T&MBC - Rates April 2017, Potters Mede
£54.80 T&MBC - Rates April 2017, Recreation Ground
£1050.00 BMPOS - Annual maintenance contribution 2017/18

£77.00 EDF – supply, Potters Mede, April 2017
£12.00 EDF – supply, Recreation Ground, April 2017
£295.61 Ford Lease – vehicle lease April 2017

3985 £67.20 Getmapping plc - Parish Online annual fee
3986 £1237.10 KALC – subscription 2017/18
3987 £50.00 Action with Communities in Rural Kent – subscription 2017/18

Bank reconciliation February 2017

B/F Feb 2017	130654.73
Receipts Feb 2017	<u>334.03</u>
	130988.76
Less Payments Feb 2017	<u>20207.62</u>
c/f 28/02/17	<u>110781.14</u>

Proposed by Cllr Chown, seconded by Cllr Perry that the above payments be made. RESOLVED

271. Written Reports

- (i) Complaints have been received about the banner displayed at the entrance to dene lodge.
- (ii) It is understood that average speed cameras are being introduced on 'A' roads in Sussex. Agreed to express an interest that if KCC was to consider this, the A25 Wrotham Heath to the Dark Hill roundabout would be a suitable location.

272. Future Dates

- (i) Date of Annual Parish Council meeting Friday 12 May 2017 in the Annexe to The Church of the Good Shepherd 7.30 pm.
- (ii) The Parish Office located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 6 May 2017 10 - 12 noon.
- (iii) The Annual Parish Meeting will be held at 8pm on Friday 28 April 2017 in the Village Hall.

All

MT/SG

All

273. There were no confidential matters for discussion

The meeting closed at 21.21 hrs