

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 6 November 2017 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), Mrs A Easthope, Mrs S G Gould, Mrs J Matthews, S Millener S Perry, B Wlodarczyk and KCCllr H Rayner.

There were 4 members of the public in attendance

**Action**

142. **Apologies for Absence** Cllrs. L Chown, A Hickmott, T Shaw and H Willard

143. **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.

144. **Minutes** of the Meeting 2 October 2017: All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

145. **Matters Arising** None

146. **Planning Matters**

(i) **Decisions**

Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)

(ii) TM/17/02723/FL Demolish conservatory, divide plot & erect 3 bed dwelling, access & parking - 11 Ascot Close. Objections: over-intensification of site. Potential noise nuisance from A25 traffic

(iii) TM/17/02798/FL Extension, loft and balcony - 49 Lingfield Road. No observations

(iv) TM/17/02995/FL Replacement side/rear extension: TM/17/01509/FL amendment - 23 Annetts Hall. No observations

(v) TM/17/02998/FL Change of use to Chiropratic clinic - 38 High St.- AGREED to support this application.

147 **Cheques for Signature**

Online Payments:

£371.02 E-on – street lighting supply September 2017

£220.07 Viking Direct – printer consumables

£3489.11 Staff salaries - October 2017

£410.00 T&MBC - Rates Nov 2017, Potters Mede

£1509.07 KCC - Superannuation October 2017

£532.74 Wrotham PC – Skate Park maintenance October 2017

£1020.00 Commercial Services Trading Ltd – fertilising & moss treatment, P Mede

£420.00 Commercial Services Trading Ltd – fertilising & moss treatment, Rec. Gd.

£25.08 KCC - Protective clothing

£321.10 Wrotham PC – Skate Park maintenance September 2017

£13.27 Kent Aluminium - Potters Mede maintenance materials

£76.92 BT - telephone rental, Potters Mede

£95.00 EDF – supply, Potters Mede, Nov. 2017

£12.00 EDF – supply, Recreation Ground, Nov. 2017

£295.61 Ford Lease – vehicle lease November 2017

£128.43 WEX Europe Services (UK) Ltd – petrol for vehicle and mowers

4024 £3276.00 CJS Plants - Winter Hanging baskets 2017

4025 £180.00 Robert Body Haulage Ltd - road planings, Potters Mede

**Cheques for Signature** (Continued)

<u>Bank reconciliation September 2017</u>	
B/F Sept 2017	109750.44
T&MBC Precept	82562.50
VAT refund	7639.72
Receipts Sept 2017	<u>614.35</u>
	200567.01
Less Payments Sept 2017	<u>11508.30</u>
c/f 30/09/17	<u>189058.71</u>

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

**148. Period for Public Consultation**

- (i) BGJFC reiterated that they would like to use a second football pitch at Potters Mede next season.
- (ii) An informal public meeting took place last week of residents and councillors to consider future and increased use of Potters Mede pavilion and grounds. Chairman had circulated a resume of the questions asked and possible Parish Council action: AGREED that this is an accurate account. AGREED to the suggestion that a team of volunteers and a council representative form a development group to promote increased use of Potters Mede facilities. BGJFC already has a volunteer. Consideration will also be given to holding Parish Council meetings at Potters Mede.
- (iii) KCCllr Rayaner reported on (a) ongoing highway works A25 (b) possible reduction of bus subsidies for out-of-hours buses (c) Community Bus Transport consultation
- (iv) Chairman advised that the delay in introducing the 30mph speed limit A25 Sevenoaks Rd is due to the need to cut back hedges

**149 Correspondence**

**Noted:**

- Kent Can Regular newsletters and funding (copies to all Cllrs)
- Rural Services Network News Bulletins (copies to all Cllrs)
- T&M KALC Agenda and minutes of the meeting 12.10.17 (copies to all Cllrs)
- NALC Bulletin on recent developments and meetings (copies to all Cllrs)
- BMPOS Agenda 12.09.17 (copies to all Cllrs)
- KALC Updates to Legal Topic Notes (copies to all Cllrs)
- KALC Powers of PCSOs (copies to all Cllrs)
- KALC Parish News September 2017 (copies to all Cllrs)
- T&MBC Area 2 Planning agenda 8.11.17 (copies to all Cllrs)
- KCC Draft Budget Strategy 2018/19 consultation (copy to all Cllrs)
- T&MBC Notice of JPTCG meeting 23.11.17. (copies to all Cllrs).
- KCC Further information re monthly bus updates August & September (copies to all Cllrs)
- T&MBC Planning for right homes in the right places: consultation proposals (copies to all Cllrs)
- Ightham PC Updated Emergency Plan (copies to all Cllrs)
- KCC Start of Works notice: Dene Lodge Close (copies to all Cllrs)
- T&M KALC Update on Parish Charter (copies to all Cllrs)

**KALC** DCLG consultation: Disqualification criteria for Councillors (copies to all Cllrs) Outline of Chairman's response has been circulated to all Cllrs.

**KALC** AGM 18.11.17 & Annual Report and Strategic Plan (copy of covering letter to all Cllrs) Chairman and Cllr Shaw will attend the AGM

**KCC** Community Transport Scheme meeting (copies to all Cllrs) As reported under item 148(iii)

**KALC** Boundary Commission Review, England (copies to all Cllrs) Noted that Borough Green will become part of a new 'Tonbridge Council'

**M Day** Comments on Station Road traffic calming questionnaire (copies to all Cllrs) Cllr Mrs Easthope will liaise with him

MT/TS

AE

**150 Potters Mede Grounds and Pavilion**

- (i) All outside lighting is now in full working order as work has been carried out by Mr Vick. RESOLVED to install an extra pole light at the entrance.
- (ii) Chairman has written to the Headteacher of Wrotham School re litter outside the building: no reply received and the problem persists. AGREED to install an extra refuse bin.

MT

MT

**Potters Mede Grounds and Pavilion (Continued)**

- (iii) In response to residents' concerns and after discussion AGREED to lock the gate to the car park at school drop-off/collection times as from the New Year. Wrotham School will be advised and attention also drawn to concerns about vehicles being parked on the verges.
- (iv) RESOLVED to purchase a second-hand hand-driven Mountfield mower for £150.
- (v) Planings have been delivered and will be used to fill in potholes in the car park. Potholes at the entrance will be tarmacked. RESOLVED to hire a digger for this work.
- (vi) Chairman has received one estimate for regular professional tree inspections. A further quotation will be obtained. For consideration at the next meeting.
- (vii) Noted that EDF monthly payment has been reduced to £95.

MT  
MT  
MT  
MT

151. **Recreation Ground**

- (i) Mowing equipment: as item 150(iv)
- (ii) Tree inspections: as item 150(vi)
- (iii) Bowls Club lease: All Cllrs had received copies of a response from the club accompanied by their correspondence with the solicitors AGREED to await the firm estimate from the solicitors and obtain the cost of Land Registry registration.
- (iv) Chairman and Groundsman are carrying out playground repairs

152. **Village Enhancements**

- (i) Wreaths will be laid at the War Memorial on Remembrance Day by Cllrs and Mrs Sue Murray
- (ii) RESOLVED to accept a quotation from CJS Plants Ltd in the sum of £2,730 for summer 2018 hanging baskets.
- (iii) Cllrs Mrs Easthope and Wlodarczyk have liaised with residents regarding pedestrian safety and signage in Station Rd. Results of a survey were reported and noted. After considerable discussion AGREED that enhanced lighting will be considered, along with a wider safety barrier at the end of the footpath and a possible 20mph speed limit. RESOLVED to purchase street numbering and 'one way' signs from RBLI in the sum of £141.82. Cllr Mrs Easthope will obtain a price for a new barrier and discuss reduced speed limit with KCC. She will also liaise with the owner of 'Ingleside' re possible installation of a traffic mirror on their land. A price will be obtained for upgrading the existing street lighting. The Councillors were thanked for their work
- (iv) RESOLVED to accept a quotation from Landscape Services in the sum of £334.58 for cutting of hedges and verges alongside Whitegate Field and south side of A25, Sevenoaks Road

TS/BW  
  
AE  
AE  
AE

153. **Risk Assessments**

Chairman and Cllr Millener will report in the new year.

MT/SM

154. **H+H Celcon Western Extension**

Chairman and Cllr Millener reported on a recent positive meeting with H+H Celcon who will liaise with residents being detrimentally affected by their site operations. Chairman had circulated notes of the meeting to all Cllrs  
Cllr Wlodarczyk left the meeting.

155. **T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options**

- (i) Chairman advised that it is unknown as to whether the proposed 'Borough Green Garden City' development will be included in the first draft Plan. Cllr Perry gave further information.
- (ii) The new consultation on the Plan will be at the end of this year. AGREED that the lghtham Sandpit contamination report will be lodged.
- (iii) The wider area Traffic Study is still awaited.

156. **Defibrillator**

No report

SP

157. **Written Reports**

- (i) Concern was raised about increased litter outside the new pizza takeaway restaurant in Western Road. The manager will be asked to assist in addressing this and a request will be made to Tonbridge & Malling Borough Council for an additional litter bin. Chairman will report defective footway outside the premises.
- (ii) Cllr Perry reported on his attendance at the Environmental Champions Awards and advised of

MT

the award received by members of the Baptist Chapel.

Minutes of the meeting of BGPC 6 November 2017 Page 4

**Action**

**Written Reports (Continued)**

- (iii) Cllr Perry advised of possible changes to refuse collection arrangements.
- (iv) Cllr Mrs Matthews advised of the forthcoming inaugural meeting of the Hazelbourne Residents' Assn.

158. **Future Dates**

- (i) Date of next meeting Monday 4 December 2017 in the Annexe to The Church of the Good Shepherd at 7.30 pm.
- (ii) The Parish Office located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 2 December 2017 10 - 12 noon.
- (iii) The January meeting will be held on Tuesday 9 January 2018

**All  
MT/JM**

- 159. There were no confidential matters for discussion  
The meeting closed at 21.07 hrs

**All**