

# BOROUGH GREEN PARISH COUNCIL

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Lullingstone  
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Kent TN15 8NN

Dear Sir/Madam

3 April 2018

The next meeting of Borough Green Parish Council will be held at **Potters Mede** on Monday 9 April 2018. The period for public consultation will last for a maximum period of 15 minutes.

In accordance with the council's Standing Orders and the Local Government Audit & Accountability Act 2014, photographing, recording, broadcasting or transmitting the proceedings of the meeting is permitted by any means, excluding audible commentary which is forbidden. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting, those exercising the rights to film, record or broadcast must respect the rights of other people under the Data Protection Act 1998. Any person or organisation choosing to film, record or broadcast the meeting is responsible for any claims or other liability from them so doing.

Yours faithfully

*Hazel M Damiral*

Hazel M Damiral  
Clerk to BGPC

## AGENDA

236. **Apologies** for absence
237. **Declarations of Interest:** to receive in accordance with the council's Code of Conduct
238. **Minutes of the Meeting 5 March 2018:** to confirm and sign as a correct record
239. **Matters arising** from the minutes of the meeting and not covered by agenda items
240. **Planning matters** to hand:
- (i) To note decision notices – as listed
  - (ii) 17/1490/R4: Details pursuant to condition 4 (Proposed Ditch Diversion) of planning permission TM/17/0490 for an extension to the sand quarry, Borough Green Sandpits, Wrotham Road
  - (iii) TM/18/00495/FL 3no terraced dwellings adj 34 Maidstone Road
  - (iv) TM/18/00592/FL replacement extension 31 Staleys Road
  - (v) TM/18/00598/FL Change of use from bank to coffee shop plus advertisement - 41/43 High Street
  - (vi) TM/18/00696/FL Demolish conservatory & garage, construct living area - 38 Annetts Hall
  - (vii) Redevelopment of Care Home - 'Harpwood' Seven Mile Lane
241. **Period for Public consultation:** members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes unless the public participation time is extended by the Chairman.
242. **Correspondence** – as listed
243. **Potters Mede Grounds and Pavilion**
- (i) to receive further information from the 'Potters Mede Support Group' and confirm change of name
  - (ii) to receive further information from PMSG and Zurich Municipal regarding the forthcoming promotional event
  - (iii) to receive and agree further information regarding change of hours for hire of the premises
  - (iv) to receive further information re mowing of grounds: condition & work to pitches; delivery of mowing equipment, licensing and insurance
  - (v) to set up a Football Working Party
  - (vi) to consider provision of salt bin
  - (vii) to give further consideration to pavilion hire charges
  - (viii) to further consider security measures and barrier at car park entrance
  - (ix) to agree any other action required
244. **Recreation Ground**
- (i) to receive any further information regarding the Bowls Club water supply
  - (ii) to receive an update on playground repairs
  - (iii) to agree any other action required

245. **Village Enhancements**
- (i) to receive any reports
  - (ii) to receive further information re. Station Road pedestrian safety
  - (iii) War Memorial dedication ceremony
  - (iv) to agree any action required
246. **Staff salaries**  
to give further consideration to salary of Groundsman
247. **General Data Protection Regulation (GDPR)**
- (i) to receive any further guidance
  - (ii) to agree action required
248. **Street Lighting**
- (i) to give further consideration to a replacement column o/s 2 Staleys Road
  - (ii) to give further consideration to a replacement lantern in Monkton Road
  - (iii) to give further consideration to improved lighting in Station Road
  - (iv) to give consideration to future street lighting maintenance
249. **H+H Celcon Western Extension & T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options**
- (i) to receive any updated information
  - (ii) to consider a report regarding Ightham Sandpit
  - (iii) to agree any action required
250. **Defibrillator**
- (i) to receive any further information on the siting of additional equipment
  - (ii) to note progress of registration of the equipment
  - (iii) to consider and if agreed further action
251. **Written reports:** to receive reports, if submitted, from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report
252. **Cheques for Signature:** to approve payments as listed and circulated to all Cllrs.
253. **Future dates**
- (i) Date of the Annual Parish Council Meeting Friday 4 May 2018 in the Annexe to The Church of the Good Shepherd commencing at 7.30 pm.
  - (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 28 April 2018 10 - 12 noon.  
At other times, appointments can be arranged to meet the Clerk, queries raised or ideas exchanged using the contact details above.
  - (iii) Date of Parish Meeting 8pm on Friday 27 April 2018 in Borough Green Village Hall
254. **Exclusion of Public and Press:** Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items