

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 9 April 2018 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), L Chown, Mrs S G Gould, Mrs C Hurl, S Millener S Perry, T Shaw, H Willard and B Wlodarczyk and KCCllr H Rayner (8.45pm).

There were two members of the public in attendance

Respects were paid to David Evans, past member of Borough Green Parish, T&M Borough and Kent County Councils, who sadly passed away recently.

Action

236. **Apologies for Absence** Cllrs Mrs J Matthews and Mrs A Easthope

237. **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 243(iv) & (iii) P Mede: pitches & mowing.

Cllr Taylor declared an interest in item 252 Cheques for signature

238. **Minutes** of the Meeting 5 March 2018: All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

239. **Matters Arising**

224(v) Cllr Mrs Gould has spoken to the Head of the Primary School who supports the idea of floodlighting their tennis courts but at no expense to the school

240. **Planning Matters**

(i) **Decisions**

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

(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. No observations.

(iii) TM/18/00495/FL 3no terraced dwellings adj 34 Maidstone Rd. Objections: Over-development; non-compliance with permission as existing wall constructed between property and site.

(iv) TM/18/00592/FL replacement extension 31 Staleys Road. No observations

(v) TM/18/00598/FL Change of use from bank to coffee shop plus advertisement - 41/43 High St. Objections: Impact on village retail centre; lack of parking.

(vi) TM/18/00696/FL Demolish conservatory & garage, construct living area - 38 Annetts Hall. No observations.

(vii) Care Home redevelopment - 'Harpwood' Seven Mile Lane. Chairman will discuss with T&MBC

(viii) Fascia and projecting signs - 41/43 High St. No observations.

(ix) Chairman advised that he is meeting with Crest Homes later in the month to discuss the Hanson site. He will also raise various issues raised by Hazelbourne residents.

(x) Chairman advised that he now has the LEAP report re Joco Pits and although T&MBC says that waste infill was inert, the planning documents show that it was general waste.

(xi) RESOLVED that Planning applications will be retained in paper form for a period of 5 years.

MT

241 **Period for Public Consultation**

There were no matters

242 **Correspondence**

Noted:

Kent Can Regular newsletters and funding (copies to all Cllrs)

Rural Services Network News Bulletins (copies to all Cllrs)

NALC Bulletin on recent developments and meetings (copies to all Cllrs)

T&MBC Area 2 Planning mtg agenda 11.4.18 (copies to all Cllrs)

T&MBC JTB mtg 12.03.18 additional report (copies to all Cllrs).

KALC SE Water workshop March 2018 (copies to all Cllrs)

T&MBC Changes to street naming (copies to all Cllrs)

T&MBC Community Safety Ptnrship. newsletter March/April (copies to all Cllrs)

CPRE Current campaigns (copies to all Cllrs)

Kent Police Rural Liaison report (copies to all Cllrs)

KCC Monthly bus updates March 2018 (copy to all Cllrs)

Skate Park Minutes of the mtg 25.01.18 (copies to all Cllrs)

Correspondence (Continued)

KCC Press Release: proposed reduction in subsidised bus routes in Kent (copies to all Cllrs)
 T&MBC JPTCG minutes 01.02.18 Next mtg 21.05.18. (copies to all Cllrs).

KALC National Planning Policy Frameworks consultations (copies to all Cllrs) Chairman will respond.

MT

Goodman Nash Property Audit Possible refunds of rates overpayments (Copies to all Cllrs) Chairman will obtain further information and report back to the next meeting.

MT

KALC Kent Resource Partnership consultation on Waste Management Strategy (Copies to all Cllrs) Chairman will look at the document and report any comments to the next meeting.

MT

243. Potters Mede Grounds and Pavilion

- (i) Cllr Shaw reported on a recent positive meeting of the Potters Mede Support Group (PMSG).
- (ii) An Open Day is planned for 30 June 2018: schools and local groups will participate. There will be activities/bar/marquee/first aid provision etc. A Temporary Event Notice has been obtained. Arrangements will be made to cover for inclement weather. AGREED that it would be preferable to have the bar either outside or on the ground floor of the pavilion. The Parish Council AGREED in principle to the Open Day, depending on cost involved.
- (iii) A Planning application has been lodged for extension of hours of use of the premises until midnight. RESOLVED that the fee of £177 be paid.
- (iv) (a) Concern was expressed by some members about the inappropriate tone of recent email from PMSG directed at Cllr Willard. An apology should be made, particularly in view of the extreme hard work and time he has put into the maintenance of the pitches at Potters Mede.
 (b) The new ride-on mower has been delivered, licensed and insured.
- (v) AGREED to set up a Football Working Group: this will be purely a liaison group to monitor the pitches and report to BGPC. Membership will be Cllrs Taylor, Shaw, Millener and Willard plus representatives from the football clubs. The group will have no financial authority.
- (vi) A request for a salt bin was noted.
- (vii) Ideas from the Group on possible future hire costs and booking system will be presented to the Parish Council. However, it was AGREED that the current booking system works well.
- (viii) (a) PMSG is obtaining 3no quotations for the resurfacing of the car park.
 (b) All regular users have a key to the car park barrier. RESOLVED that Chairman will carry out further modifications to reinforce the gate and change the lock.
- (ix) AGREED that Chairman and Cllr Willard will meet with a member of PMSG to discuss the website.
- (x) No objections were received to a request for a company 'Families Day' on 23 June

**MT,TS,
SM,HW**

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MT/HW

244. Recreation Ground

- (i) SE Water has checked the site and there are no water leaks. The high bill received recently is in line with the pattern of water usage last year. An additional water meter could be installed in the Recreation Ground to monitor usage before it goes into the Bowls Club. This would need to be done by a private contractor. RESOLVED to pay a £400 contribution towards the water bill as last year.
- (ii) Chairman will expedite repairs to play area gate and closer.

MT

245. Village Enhancements

- (i) Station Road: Discussions are taking place with KCC and T&MBC road signs. A new 'one-way' sign has been purchased to replace the damaged one. APPROVED.
- (ii) War Memorial dedication ceremony: a meeting will be arranged with the churches and Royal British Legion.

MT/BW

246. Staff Salaries

For discussion in Part 2

247. General Data Protection Registration (GDPR)

- (i) Cllr Shaw reported from KALC. The T&MBC seminar has been postponed: await new date and subsequent guidance.
- (ii) Clerk will seek advice from the Internal Auditor

	Action
248. <u>Street lighting</u>	
(i) Quotations are still awaited for lights in Staleys Road, Monkton Road and Station Road AGREED that Chairman will obtain quotations for a new street lighting contract as SEC are no longer responding to requests.	MT
(ii) Chairman has been in touch with Streelighting Ltd who have fitted a sample LED light and a new mercury bulb in Station Road.	
249. <u>H+H Celcon Western Extension T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options</u>	
All Cllrs had received copies of a draft report from Wrotham PC re Ightham Sandpit which it is hoped BGPC and the Parish Alliance will adopt as evidence to the Local Plan. RESOLVED to agree. Noted that a legal representative may be needed to put the case at the time of the Inquiry. AGREED that T&MBC needs to be much more prescriptive about what local developers can do and how they do it. Cllr Shaw reported on possible future development in and adjacent to Borough Green	
250. <u>Defibrillator</u>	
No report	SP
251 <u>Written Reports</u>	
None	
252 <u>Cheques for Signature</u>	
Online Payments:	
£346.30 E-on – street lighting supply February 2018	
£3488.71 Staff salaries March 2018	
£1509.07 KCC - Superannuation March 2018	
£22.14 Kent Aluminium - Potters Mede & Rec Gd maintenance materials	
£42.67 SE Water - Supply, P Mede Sept '17 - March 2018	
£80.00 WEX Europe Services (UK) Ltd – petrol for vehicle	
£2543.26 Inland Revenue PAYE Jan-March 2018	
£750.00 BGVHMC - Office rent Jan - March 2018	
£383.38 E-on – street lighting supply March 2018	
£74.92 Kent Aluminium - Potters Mede padlocks and keys	
4047 £100.00 Age Concern Malling – Donation	
4048 £100.00 Kent, Surrey & Sussex Air Ambulance Trust– Donation	
4049 £50.00 West Kent Mediation – Donation	
4050 £100.00 Victim Support West Kent – Donation	
4051 £50.00 Samaritans T Wells & District - donation	
4052 £100.00 COGS - use of church annexe donation Jan - March 2018	
4053 £660.00 P W Judges & Son - Decompaction work to football pitches, Potters Mede	
4054 £216.00 Robert Body Haulage Ltd - additional road planings, Potters Mede	
4055 £149.05 Cash - Petty cash & tel rental Jan-March 2018	
4056 £63.04 B Glew - Light for van & guttering P Mede (reimbursement)	
2018/2019 Payments	
Online Payments	
£426.00 T&MBC - Rates April 2018, Potters Mede	
£54.00 T&MBC - Rates April 2018, Recreation Ground	
£8440.19 Godfreys - Mowing equipment	
£1050.00 BMPOS - Annual maintenance contribution 2018/19	
£102.33 Zurich Municipal – mower insurance April - July 2018	
£750.00 BGVHMC - Office rent April - June 2018	
£295.61 Ford Lease – vehicle lease April 2018	
£95.00 EDF – supply, Potters Mede, April 2018	
£12.00 EDF – supply, Recreation Ground, April 2018	
4057 £117.00 T&MBC - Planning application fee (variation of hours), Potters Mede	
4058 £57.55 M Taylor - One-way sign, Station Rd (reimbursement)	
4059 £70.80 Getmapping plc - Parish Online annual fee	

Cheques for Signature (Continued)

Bank reconciliation February 2018

B/F Feb 2018	143765.66
Receipts Feb 2018	<u>2390.58</u>
	146156.24
Less Payments Feb 2018	<u>8034.45</u>
c/f 28/2/18	<u>138121.79</u>

Action

253. **Future Dates**

- (i) Date of Annual Meeting Friday 4 May 2018 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 28 April 2018 10 - 12 noon.
- (iii) The Parish meeting will be held at 8pm on Friday 27 April 2018 in Borough Green Village Hall

all
SG/MT
all

254 **Chairman RESOLVED to enter into committee to exclude the public and press from the meeting due to the confidential nature (financial and other sensitive information) of the discussions**

Further discussion was given to the salary for Mr R Springett to meet national requirements. RESOLVED that a further increase of £0.15/hr be added to the increase already approved w.e.f 1.4.18

KCCllr H Rayner arrived, having attended another meeting. Chairman RESOLVED that the meeting be re-opened in the public domain.

251 **Written Reports (Continued)**

There was further discussion about a possible large future housing development. KCCllr Rayner advised of the many issues it would present

KCCllr Rayner further advised of a new bus consultation due to commence in the next few weeks as there are KCC proposals to move a small number of services from public subsidy to commercially-operated routes. These changes are designed to protect school services and ensure communities currently served by a subsidised route will not lose out, while providing necessary budget savings

It was noted that Operation Stack is likely to be in force again this year.

KCC is working hard to repair potholes in highways caused by the harsh winter weather.

The meeting closed at 8.57 pm