

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 3 December 2018  
at Potters Mede

Present: Cllrs Taylor (Chairman), S Millener, S Perry, J Reading, T Shaw, B Wlodarczyk and KCCllr Rayner

There were no members of the public in attendance

**Action**

142. **Apologies for Absence** Cllrs L Chown, Mrs A Easthope, Mrs S Gould Mrs C Hurll 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 5 November 2018**

All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

145 **Matters Arising**

**Item 128(v) Hire of Potters Mede by Caravan Club:** noted that this is no longer required as they have booked an alternative location in Sussex.

**Item 133(iii) GDPR:** Agreed to display appropriate wording on websites, letters, emails, hire forms and emails to comply with GDPR

MT

146. **Period for Public Consultation**

(i) KCCllr Rayner reported on:

- Proposed changes to bus services
- Consultations on the library services
- Pedestrian crossings
- Discussions with S Water re drainage issues

(ii) Concern was raised about parking at the west end of Dark Hill Road. Residents are advised to request that the installation of double yellow lines be considered as part of the next phase of the parking plan consultation.

147. **Planning Matters**

(i) Decisions

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

(ii) TM/18/02612/FL Extensions, summerhouse and replace garage – 14 Brockway.No observations

(iii) TM/18/02303/TPOC Tree surgery - Church of the Good Shepherd, Quarry Hill Rd (amended description). No observations.

148. **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)

KALC Presentation from the KCC Highways Transportation & Waste Parish Seminar Nov18 now on website in "Members Area""Presentations". (copies to all Cllrs)

KALC Guide to effective working between principal/local councils (copies to all Cllrs)

KCC Temporary closure of part of FP251 (copies to all Cllrs)

T&MBC PPP agenda 15.11.18 (copies to all Cllrs)

KCC Inside Track newsletter no 255 (copies to all Cllrs)

Kent Police Rural Team contact numbers (copies to all Cllrs)

T&MBC JTB agenda + decision sheet 26.11.18 (copies to all Cllrs)

KALC Kent Fire & Rescue Service safety & wellbeing plan update 2018 (copies to all Cllrs)

KALC Cyber Security & Resilience Event - 3rd December (copies to all Cllrs)

KCC Bus updates Oct & Nov 2018 (copy to all Cllrs)

Getmapping Parish Online newsletter (copies to all Cllrs)

Men of the Trees Competition report 2018 & 'Highly Commended Certificate' (copies to all Cllrs)

Kent Downs AONB Subsidised tree saplings (copies to all Cllrs)

KALC Consultation on 404/405 bus service (copies to all Cllrs)

**Correspondence** (Continued)

**KALC** Public sector bodies website & mobile applications accessibility regulations 2018 (copies to all Cllrs) Chairman has asked KALC for further clarification and advice on action required. Await reply **MT**

**Platt PC** Access to King George's Field via Minters Orchard, Platt (copies to all Cllrs) Agreed that Chairman will reply stating BGPC's support of Platt PC purchasing land for this access. **MT**

**D Morgan** Misuse of disabled parking bays, High Street (copies to all Cllrs) Chairman will reply **MT**

**J Peirce GDPR** as discussed at item 145: 133(iii) above

149. **Potters Mede Grounds and Pavilion**

(i) K G Clarke has been asked to inspect and report on exceptionally wet area of grass in top corner of main pitch **MT**

(ii) Dog fouling: Cllr Willard will be asked to check CCTV regularly for offenders. Some consideration had been given to the possible use of land adjacent to Potters Mede for dog walking but the owner is unable to agree as land is often used to graze horses. **MW**

(iii) Extended use of car park by adjacent owner: Chairman reported on his discussions with a Valuer and T&MBC Planning. There was considerable discussion about possible options. Agreed that, rather than leasing an area of land, it would be preferable for the adjacent company to park up to 10no cars in the car park on weekdays, but not cherry pickers, for an increased fee of £500p.a. Chairman will discuss this with the company and report to the next meeting. **MT**

(iv) Possible improved watering arrangements of pitches: Chairman advised that the temporary benefit to the grass would be outweighed by the temporary loss of robustness. In emergencies the submersible pump and rainwater collected in the collection tank can be used. RESOLVED to purchase required hose. **SM**

(v) Cllr Millener will do a survey of the heating and ventilation systems to ascertain effectiveness. Chairman will also ask EA Services for advice. **SM**  
**MT**

150. **Recreation Ground**

(i) Bowls Club lease: no report

(ii) Dog fouling: this will continue to be monitored.

(iii) RESOLVED to accept a quotation from Wicksteed Leisure in the sum of £969+ VAT for repairs to playground equipment. A quotation for replacement safety surfacing is awaited.

(iv) RESOLVED to accept a quotation from Landscape Services in the sum of £459.88+VAT for 2019 monthly inspections of playground equipment.

(v) The car park boundary hedge with 'Ingleside' has been removed by the developers and partly replaced with a fence, all as agreed. As the ground along this boundary has to be raised, a retaining wall will be constructed by the developer which will block the current gate access. RESOLVED to approve this action.

151. **Village Enhancements**

Station Road pedestrian safety: No report

152. **Dog Fouling**

As discussed at 149(ii) and 150(ii) above

153. **Street Lighting**

(i) A quotation from Streetlights for an annual maintenance contract has been considered by the Finance Cttee who consider that there would be no advantage . RESOLVED to continue with the current arrangement but request a quotation for an annual lighting survey.

(ii) RESOLVED to accept a quotation from Streetlights in the sum of £385 + VAT for a replacement lantern adj 15 The Landway.

154. **Financial Matters**

(i) All Cllrs had received copies of the 7m budget outturn and a draft budget 2019/2020.. All Cllrs had received copies of notes of a recent meeting of the Finance Cttee together with recommendations. RESOLVED to approve a donation of £1,500 towards the Christmas lights 2018: thanks were expressed for another wonderful display. RESOLVED to approve Clerk's attendance and related costs at the SLCC national conference, Kenilworth 14/15<sup>th</sup> February 2019. AGREED to consider other Finance Cttee recommendations at the next meeting and finalise next year's precept requirements: it is hoped that any increase will not exceed 3%.

155. **T&MBC Local Plan**

- (i) All Cllrs had received copies of a breakdown from T&MBC on the recent public consultation as required by Reg 19 of the Town & Country Planning Regulations. Noted that the Borough Green strategic site received the second largest number of responses: 1,071 of the total 3,750. T&MBC will complete the process of submission of the Local Plan by 24 January 2019.
- (ii) All Cllrs had received copies of a resident's response which was noted.

156. **Standing Orders**

No report

157. **Defibrillator**

No report

158. **H+H Celcon Ltd**

Cllr Millener advised that he has spoken to the company about safety valve high emission noise

159. **Written Reports**

Chairman advised that he is in discussion with T&MBC about the future maintenance of the public conveniences in Borough Green. Potential costs are awaited: agreed that until they become known a decision cannot be made.

**MT**

160. **Cheques for Signature**

Online Payments:

£383.82 E-on – street lighting supply October 2018  
 £3619.49 Staff salaries - Nov 2018  
 £1600.26 KCC - Superannuation Nov 2018  
 £19.80 Kent Aluminium - War Memorial maintenance materials  
 £457.74 KCC - grounds maintenance supplies Rec Gd/P Mede  
 £539.34 Godfreys - JD ride-on mower service

£2,873.68 PWLB – No 2 loan 6m repayment  
 £99.01 WEX Europe Services (UK) Ltd – fuel for vehicle  
 £295.61 Ford Lease – vehicle lease December 2018  
 £331.00 EDF – supply, Potters Mede, December 2018  
 £15.00 EDF – supply, Recreation Ground, December 2018  
 £94.80 BT - telephone rental, Potters Mede

- 4103 £260.00 B Glew - 2 new van tyres, (reimbursement) replacement of cancelled chq 4102
- 4104 £1500.00 BG Chamber of Commerce Lighting Cttee. - Christmas lights donation
- 4105 £25.00 The Kent Men of the Trees – subs 2018-2019
- 4106 £25.45 H Damiral - Office diary 2018 (reimbursement) replacement of cancelled chq 4097
- 4107 cancelled
- 4108 £339.00 SLCC – Conference fee

**Bank reconciliation October 2018**

B/F Oct 2018	231631.74
Receipts Oct 2018	<u>2731.54</u>
	234363.28
Less Payments Oct 2018	<u>13267.37</u>
c/f 31/10/18	<u>221095.91</u>

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

161. **Future dates**

Date of the next meeting Monday 7 January 2019 in The Annexe to The Church of the Good Shepherd

**all**

162. There were no confidential matters for discussion.

The meeting closed at 10.05 pm

