

Period for public consultation 7.30pm Monday 5 November 2007:

Minutes of the last PC meeting were questioned: agreed no change to item 65 re boundary change. Agreed that an additional comment will be included in item 69. Chairman will discuss possible application to change the northern boundary with individual councillors and will respond to Mr Taylor in writing. This will be the subject of an agenda item next month.

Further comments were received about Mr Taylor's published letter about skate parks and Cllr Mrs Murray's subsequent response. The two people concerned stand by their comments and so agreed to differ.

In response to a complaint, Cllr Mrs Murray advised that she had not made a telephone call to discuss any person connected to the BGVHMC.

Mr Taylor made comments about employment matters.

There was dismay that the proposed crossing, Western Road, has again been delayed by Kent Highways.

Chairman confirmed that he has written a strong letter to them and confirmed that this matter is to be referred to the Joint Transportation Board. Clarification of the proposed location is required.

Outstanding highways maintenance work to the railway bridge crossing and missing bollards urgently required.

PC Swanson advised that crime figures for the village have reduced by at least 50%.

Appreciation was expressed to the Chamber of Commerce Lights Cttee for giving their time and efforts to provide the Christmas lights. It creates a good atmosphere in the village and a fine start to the festive season.

**Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 5 November 2007 in The Annexe of The Church of The Good Shepherd.**

Present: Cllr C Willsher (Chairman), Cllrs. J Bailey, S Cole (8.15pm), Mrs L Cook, J Enver, S Perry, Mrs S Murray. PC Andy Swanson.

Apologies: Cllrs Ms F Wakefield, Mrs B Woodhams, T&MBCllr D Evans  
There were four members of the public in attendance

Declarations of interest: Declarations of interest: Item 64 Planning Matters – Cllr Mrs Murray declared an interest in all planning applications and said that any view expressed would be purely based on information received to date and could change as more information became available.

73. **Minutes** of the meeting 1 October 2007: item 69 add 'The staff who worked on Sunday after the fire are to be thanked and congratulated on their efforts'. The amended minutes were signed as a true record.

74. **Matters Arising**

65. Public comments re Skate park: Cllr Perry read a 2005 e-mail from Zurich to the PC confirming that insurance cover was in place.

66. Parking Plan: All Cllrs had received copies of the notes of the meeting with T&MBC plus copies of the letter and questionnaire to residents. T&MBC hopes to be able to produce a draft plan early in the New Year.

66. Noted that for H&S reasons the proposed fund-raising Halloween funfair was not progressed. In answer to a question from the Chairman, Mr Taylor advised that despite this loss of income there are sufficient funds for the Christmas lights at present.

68. Cllr Mrs Murray proposed that a gift of fruit be sent to Mr D Day, Headmaster of Wrotham School, who is unwell. Seconded by Chairman. Agreed. Noted that in his absence Mr D Law will be the link re the proposed Astroturf. Chairman and Cllr Cole attended the meeting: all parties are working together and an approach is being made to T&MBC.

72. Hire of Potters Mede: all Cllrs had received copies of further correspondence. Clerk has responded and considers the matter now closed.

75. **Planning Matters**

TM/07/1747 Landscaping and elevations - Residential development: 20/22 Wrotham Rd. All Cllrs had received copies of a proposed response as attached: agreed. Further agreed to write to T&MBC Director of Planning & Transportation re concerns about number of amendments and the effects on the setting of The Manor House.

TM/07/3349 Streetscene – Detached dwelling adj.80 Western Rd. Agreed all comments as previously submitted although reduction of ridge heights noted.

TM/07/3509 Replacement conservatory – 5 Black Horse Mews. No observations.

TM/07/3717 Tree surgery – 18 Dryland Road. No observations.

TM/07/3725 Tree surgery – Unit 6 Station Court, Station Approach. No observations.

TM/07/3763 Landscaping – Dwelling r/o 1 Crow Hill. No observations but incorrect condition number.

TM/07/3765 Materials – Dwelling r/o 1 Crow Hill. No observations.

TM/07/3925 Details: archaeological watching brief – 69 Sevenoaks Road. No observations.



TM/07/2244 14no dwellings + 1 refurbishment – 80/82 Maidstone Rd/1-3 Crouch Lane. All Cllrs had received copies of a proposed response as attached: agreed + additional comments: over-intensification; if T&MBC is mindful to approve and there is an element of 'affordable/social' housing, no practical public transport other than to London & Maidstone; if mindful to approve consideration should be given to provision of a mini-roundabout; query noise measurement details are extremely similar to those for other recent development along the A25; item 4 of proposed response – delete 'parking provision in the area (not only on site)', add 'on-street parking'. Agreed.

Decisions

TM/07/1541 Pavement crossover – 109 Maidstone Road. Permission granted.  
 TM/07/3068 Replacement garage, alterations & extensions – 69 Sevenoaks Rd. Permission granted.  
 TM/07/3101 Variance of conditions to relax time limit for soil blending operation. No objection to variance.  
 TM/07/3101 Variance of conditions to relax time limit for sand extraction and restoration. No objection to variance.  
 TM/07/3134 Chalet bungalow – 10 Brockway. Permission refused.  
 TM/07/3307 Alterations to Hornet Employment site – Isles Quarry. Permission granted.  
 TM/07/3320 Tree surgery – 38 Crowhurst Road. Permission granted.  
 TM/07/3396 Conservatory – 51 Maidstone Road. Permission granted.

TM/07/2010 Detached house – 65 Annetts Hall. Appeal lodged.  
 TM/07/512 & 3101 BG Sandpit - Notice of KCC Planning mtg 6 Nov.07 and accompanying report.

76. Oral reports from Members, Borough and County Cllrs and Clerk

Chairman will clarify format/procedure for fifteen minute public consultation period at the start of the next meeting.

After discussion agreed to write letters in support of the social need for retaining the existing service of the no. 70 bus.

Noted that footway repairs on Valley View Estate are in progress.

Cllr Mrs Cook reported on a recent meeting of the Pact panel and advised that she is now Vice-Chairman. Cllr Mrs Cook proposed that a donation of £100 be made towards the expenses of the committee. Seconded by Cllr Bailey. Agreed. Consideration will be given to making a donation towards a 'Youth Shelter' as and when a location is decided. The committee is awaiting feedback from local young people regarding this.

Availability of car parking spaces for local traders was discussed. Requests for provision within the village hall car park should be made direct to BGVHMC. Some spaces are available for season-ticket holders in the Western Rd car park and T&MBC should be contacted in this respect. It is recommended that comments relating to car parking provision are made to T&MBC.

Cllr Cole gave further information about plans to progress the idea of an Astro turf pitch.

Thanks were expressed to BGJFC for their help in marking-out the pitch for Potters FC.

Cllr Perry attended the recent Southern Gas Networks – Farningham to Hadlow Gas Pipeline Exhibition: noted that no construction in Borough Green but may be traffic implications as Celcon land will be used as a staging depot.

Bypass: liaison between local parishes and the wider community is being progressed by BG -TAG.

Chairman and Cllr Perry reported on a recent PPP meeting: informative presentations were made incl. Police and MVCP. There was also information about funding to improve footpaths and bridleways and an update on the concessionary travel scheme.

The next meeting of the Joint Local Board will be held on 28 November 2007.

There was further discussion about the possible provision of a Youth Shelter. Possible sites were suggested.

Cllrs J Bailey and Mrs Murray will be in attendance in the Parish Office 10-12noon Saturday 1 December 2007 and Cllrs Willsher and Mrs Woodhams Saturday 5 January 2008. Agreed that the office will be open 9-1pm Thursday and Friday 3<sup>rd</sup>/4<sup>th</sup> January 2008 only.

A Finance Cttee meeting will be held at 2pm 29 November 2008 in the Parish Office.



CW

JB/SM  
CW/BW

CW/SM/JB/JL

77. **Correspondence****Noted:**

- Lamis Information update (passed to Cllr Perry)  
 MVCP Kent Free Trees Scheme  
 T&MBC Summary of accounts 2006/07  
 Defra 'Ways to tackle climate change'  
 Kent Rural Towns Action for market towns newsletter  
 T&MBC Local Play Strategy available at [www.tmbc.gov.uk](http://www.tmbc.gov.uk)  
 T&MBC PPP agenda 1.11.07 (copies to Cllrs Willsher & Perry)  
 Kent Police Warning re. bogus PDS parcel delivery service (copies displayed on notice boards)  
 KCC The Local Column newsletter available at [www.thelocalchannel.co.uk](http://www.thelocalchannel.co.uk)  
 T&MBC Copy e-mails re. no.70 bus service (copies to Cllrs Willsher & Mrs Murray)  
 Southern Gas Exhibition re proposed gas pipeline Farningham/Hadlow (copies to all Cllrs)  
 Kent Highways Planned roadworks available at [www.elgin.gov.uk](http://www.elgin.gov.uk)  
 KCC New parish website (copy to Cllr Perry)  
 BGVHMC Minutes of the meeting 10.10.07 (copy to Cllr Willsher)  
 T&M CDRP Newsletter no. 4  
 KAPC Minutes of the meeting 20.09.07  
 CPRE Magazine Autumn 2007  
 KCC Change to definitive map: MR593 Sevenoaks Rd/Tilton Rd added  
 English Rural Hsg Assn Annual report  
 KAPC Annual report, constitution and notice of AGM 10.10.07  
 MVCP Landscape enhancement grants for AONB  
 T&MBC TM Youth Forum  
 T&MBC LDF – adoption of Core Strategy Development Plan document & changes to the proposals map available at [www.tmbc.gov.uk](http://www.tmbc.gov.uk) (passed to Chairman)  
 Kent Youth Invite to service of Lesson & Carols, Maidstone 01.12.07  
 KCC Post office closures: consultation see [www.kent.goc.uk/postoffice](http://www.kent.goc.uk/postoffice) Agreed that the PC is in full support of retaining post office facilities which help to keep village communities alive.  
 T&MBC Request for road closure: High St 24.11.07 (Christmas lights). The PC supports this initiative.  
 Hadlow Tower Action Group Campaign: The PC supports the preservation of this building.  
 BGVHMC New website incl resident's version of the Parish Council meetings: noted but Chairman reminded the meeting that the only official notes of a PC meeting are those as signed at the subsequent meeting.  
 Kent Highways Update + copy e-mails re proposed crossing, Western Rd (copies to all Cllrs). Chairman reiterated that he had written to Kent Highways and advised that the meeting of the T&M Joint Transportation Board is scheduled for 3 December 2007.  
 Kent Highways Parish spreadsheet Oct. 2007. Agreed comments: o/s replacement bollards + maintenance of crossing on railway bridge should now have urgent attention.  
 M Taylor Request for financial details re. proposed alterations to Recreation Ground pavilion. It was confirmed that the surveyor's fees are based on an agreed percentage of the final total cost of the contract.  
 M Taylor Request for information under the FOI Act re. Isles Quarry West has been circulated to all members and is being actioned.

78. **Vacancy BGPC**

Agreed to contact a previous applicant who may now be eligible for co-option.

79. **T&MBC Playscheme 2008**

Noted that the 2008 Playscheme will be located at Borough Green Primary School. A request for a financial contribution of £568.24 for the cost of the fourth week was received from T&MBC. Agreed to respond by suggesting that this cost is shared equally with Wrotham PC.

*CCl. Cole left the meeting*

80. **Recreation Ground pavilion**

All members had received copies of a report from the Facilities Cttee which the Chairman summarised. The surveyor is preparing revised plans and specification. Agreed that finances in this connection will be discussed under item 83 of the agenda.

81. **Recreation Grounds**

All members received copies of a Facilities Cttee report which the Chairman summarised.

**Rec. Ground:**

**Fencing/hedgerow** – A quotation for work to sections of hedgerow on the south and west sides of the Recreation Ground was received from Mr Lawrenson. After discussion agreed that this work will be undertaken by the grounds maintenance staff during normal working hours plus extra time for 2 employees for a day involving the hire of a mini excavator.

**Stream** - There was clarification that the ditch carrying the stream through the Recreation Ground needs to be cleared of debris and the west edge kept cut back to allow free flow of water. This will be an ongoing project for the grounds maintenance staff.

**Trees** - Chairman reported on his meeting with the Kent Men of the Trees and advised of maintenance works required to trees at the Recreation Ground. It was particularly noted that no work is required to the large copper beech.

A large branch has fallen from the sweet chestnut adj to the ballpark. Chairman proposed that Mr Lawrenson be asked to undertake a 'climbing investigation', as advised by T&MBC.

**Rec. Gd & Potters Mede:**

**Pitch maintenance** – Landscape Services recommended that spiking and rolling works be undertaken. Chairman proposed that this be agreed. Agreed.

**Potters Mede:**

**Storage** - Estimates for a container have been obtained: T&MBC Planning will be consulted.

**Pavilion** - Clerk reported on ongoing liaison with the loss adjustor. After discussion Chairman proposed that the building be replaced with a community leisure facility building on the same site although extent of footprint as yet unknown. Agreed. Clerk advised of three options available for the insurance settlement. After discussion Chairman proposed that the replacement building be that of a more substantial one – not a 'lightweight' building. It would be subject to a 'design and build' quotation which it is understood will be taken into account when the insurance settlement figure is calculated. Agreed.

Following the advice of the loss adjustor Cllr Bailey proposed that Alex Whiteford, Surveyor, be engaged to advise on future plans for Potters Mede. Seconded by Cllr Perry. Agreed. Cllr Mrs Murray proposed that EDF be instructed to disconnect the electricity supply back to the junction of the site with the road.

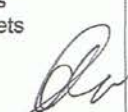
Cllr Bailey proposed that the demolition contractor DDS Demolition be instructed to carry out an asbestos survey as required, for £400 + VAT. Seconded by Cllr Mrs Cook. Agreed.

82. **Cheques for Signature****Auto-Pay**

£720.95 R Springett - Asst. Groundsman 1/10 - 31/10/07  
 £1124.22 H Damiral - Clerk October 2007  
 £511.94 W Austin - Caretaker/Groundsman 1/10 - 31/10/07  
 £356.06 M Taylor – Groundsman 1/10 – 31/10/07 incl. 10.5hrs o/time  
 £438.57 KCC – Superannuation October 2007  
 £262.75 EDF Energy – Street lighting supply, September 2007  
 £60.00 J Stephens – Websites maintenance October 2007  
 £0.28 EDF Energy – Supply, Recreation Ground  
 £227.03 EDF Energy – Street light maintenance, October 2007  
 £117.50 KCC – Football pitch maintenance, Potters Mede (goal sockets)  
 £750.00 BGVHMC – Office rent Oct – Dec 2007.  
 £95.40 Kent Aluminium – Maintenance materials, Potters Mede/Rec.Gd.  
 £25.66 KCC – Football pitch flags

£195.36 Wrotham PC – Skate Park inspections/maintenance  
 £700.00 BG & District Chamber of Commerce – Donation, Christmas lighting  
 £1814.20 How Green Nursey Ltd – Maintenance and dismantling hanging baskets  
 £3975.26 Trevor May Ctrs Ltd – Cleaning of tennis courts + new sockets, posts/nets  
 £113.25 KAPC – AGM representation (C'man) + Clerk's training days  
 £1093.89 Waterlink – Water leak repair, Potters Mede  
 £33.79 Cash – Recreation Gds. Imprest a/c

Proposed by Cllr Mrs Murray, seconded by Cllr Perry that the above cheques be paid. Agreed.



83. **Resolved to enter into committee**

Agreed that further advice will be sought from T&MBC and actioned re. the ongoing grievance matter.

Two complaints against individual councillors had been received from Mr Taylor. All members had received copies of the notes of a meeting of the Complaints Committee. The content was endorsed by the council.

Clerk advised of liaison with T&MBC regarding grants for the Recreation Ground. After discussion 2007/08 and 2008/09 grant application procedures agreed.

A handwritten signature in black ink, appearing to be 'A. Stevens', is written in a cursive style to the right of the text.