

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Tuesday 6 April 2010 in the Annexe to the Church of the Good Shepherd.

Present: Cllr S Perry (Chairman), Cllrs. J Bailey, Mrs V Farina, Mrs J Lucas, Mrs S Murray, T Shaw (late arrival), M Taylor, C Willsher, M Yianni.

There were 2 members of the public in attendance

206. **Apologies for Absence** were ACCEPTED from Cllr Mrs V McWilliam (illness) and received from T&MBCllr D Evans.
207. **Declarations of Interest** In the course of normal business being conducted and in particular, in connection with Planning and proposed Planning items, 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 Taylor declared an interest in item 221 Cheques for signature - Skate Park maintenance.
208. **Minutes** of the meeting 1March 2010: It was RESOLVED that they be signed as a true record.
209. **Matters Arising**  
192. The Knob, Crow Hill: T&MBC is carrying out maintenance work to tidy the area and will subsequently liaise with the parish council regarding future care.
210. **Planning Matters**  
TM/09/01765/FL landscaping, signage & access – Hornet Business Estate, Quarry Hill Road and  
TM/09/01898/FL tree planting, signage & access - Hornet Business Estate, Quarry Hill Road  
All members had been consulted and Chairman had prepared the council's response: No objections but vehicles accessing and leaving the site must use the Haul Road. Confirmation that condition 4.3 is retrospective for the whole site and that any existing external storage is subject to the approval process will be requested.  
Chairman and Cllr Mrs Murray gave further information and reported from T&MBC Area 2 Planning Committee with particular reference to stipulated conditions regarding access to the site. AGREED that details of any drivers not using the Haul Road will be passed to the Clerk.  
TM/10/00569/FL Access and crossover from A25 - 80 Maidstone Road. Cllr Willsher had circulated a draft response to all members: AGREED with deletion of first and last sentences. Concern about increased traffic flow onto the A25; it is considered that the location of the site will be adversely affected by this application  
**Decisions**  
TM/09/01402/FL Demolition of garage/store & erection of double garage and 3no dwellings with 3no parking spaces - 21 High Street. Appeal lodged.  
TM/09/01260/FL Construction of additional dwelling – 65 Annetts Hall. Appeal allowed.
211. **Correspondence**  
**Noted:**  
West Kent Watch Sevenoaks newsletters (copies to all Cllrs)  
Women of Kent Invitation to clerk to attend bi-annual luncheon 12.05.10  
Audit Commission Appointment of Wayne Rickard as external auditor 2009 - 2012  
T&MBC PPP minutes and presentations 25.02.10 (copies to all Cllrs)  
Highways Agency Planned roadworks south of England March – May 2010  
Kent Men of the Trees Magazine Winter – Spring 2010  
T&MBC Street Monitor Newsletter April 2010  
T&MBC Standards Cttee agenda 24.03.10  
KALC Newsletter no. 346  
Environment Agency Update on coastal and river flooding (copies to all Cllrs)  
Wrotham PC Skate Park Inspector's operational report (copies to Chairman and Cllr Bailey)  
Action with Communities in Rural Kent Magazine Spring 2010

Action

211. **Correspondence (Continued)**

**Kent Police** Update from the new West Kent Roads Policing Officer re changes to the Speedwatch policy. (Copies to Cllr Perry) Revisions, incl collection and checking of data to bring West Kent in line with the rest of the county are being implemented. Chairman reported that West Kent Speedwatch had become the most effective in the county but these radically-changed policies may make it less so. Chairman had declined an offer for BGPC to become involved in the 'Restorative Justice' initiative. It is expected that these matters will be discussed at the next meeting of the T&M Joint Transportation Board.

Cllr Shaw arrived.

**KCC** Proposed diversion of part of Public Footpath MR251 (NE of Annetts Hall). New 2.5m wide route will be screened by hedges and trees and will allow the permitted extension of Borough Green Sand Pit. AGREED to recommend that approval be conditional on the original line being restored as soon as sand extraction and subsequent restoration work has been completed, as this is the line of the parish boundary.

**Kent Men of the Trees** Invitation to enter the 2010 competition AGREED. Cllrs Willsher, Mrs Lucas and Mrs McWilliam will accompany the judge on his visit.

**KCC** Kent Rail Summit meeting 25.03.10. Chairman and Cllr Mrs Farina attended and reported on the very interesting meeting. It was noted that the emphasis of KCC's plans for rail within the county is on passenger services. Chairman has accepted an invitation for BGPC to join the new Kent Rail Forum. AGREED that representatives will be appointed at the next parish council meeting. Webcast of the rail Summit is available at [www.kent.gov.uk](http://www.kent.gov.uk)

**R Mills & C Couldrey** Requests for explanation of 26.7% increase in council tax compared to other areas who it is noted have decreased their tax in this time of recession (copies to all Cllrs). AGREED that this has been fully minuted and reported in 'The Voice' and on the website. It was confirmed that currently the Chairman does not reclaim the expenses to which he is entitled and no other BGPCllr claims expenses. Where applicable, entrance costs for councillors' courses are paid direct by the council.

**Grange Park School** Invitation from the Chairman of the Board of Governors to attend a council meeting to give an update on the new building at Wrotham School and to explain the school's plans to get involved in the Borough Green community. The Parish Council will also be invited to a visit of the new school in due course (copies to Chairman and Vice-Chairman). AGREED that (1) Chairman will discuss timescale and objectives with the Chairman of the Governors of Wrotham School (2) any meeting would be more useful on site, when the new school could then be viewed.

**Cascade Partnerships Ltd** Invitation to a meeting to discuss a Rural Exception Site in the village (Copies to all Cllrs). Chairman gave further information and referred to PPG Note 3: Housing Update. AGREED that this it is more applicable for them to consult with T&MBC.

Further information available at [http://www.planning-applications.co.uk/ppg3\\_housing\\_update1.pdf](http://www.planning-applications.co.uk/ppg3_housing_update1.pdf)

**Zurich Insurance** Invitation to Chairman to attend an Annual 1-day seminar looking at issues topical to local councils incl Accident Review; Risk Management; Risk in Play provision and Fire Risk Assessments. Various alternative dates and locations. £60 + VAT. Cllr Willsher proposed that Clerk attends at Fareham on 10.06.10 and all costs paid/reimbursed. Seconded by Chairman. Voting was 7 in favour, 1 against and 1 abstention. RESOLVED.

**J Tebbutt** Request from a newly-formed football team in the Borough Green/Wrotham/West Kingsdown area to hire the Rec Gd or Potters Mede facilities for the 2010-2011 season. It is understood that this request is from a senior FC. RESOLVED (1) to continue with the policy that no senior football is played at the Recreation Ground (2) Potters Mede will not be available for use next season due to planned drainage work: all users will be advised.

212. **Standing Orders**

Cllr Willsher and Clerk are continuing to review the new Model Standing Orders.

213. **Groundsman**

After some discussion it was AGREED Clerk will prepare a draft Job Description and suitable advertisement for approval. Flexible working hours and/or job-sharing may be appropriate.

As PC D Allen had arrived, Chairman moved that the meeting be suspended in order that she could report. It was noted that crime figures last month were very low; it was clarified that CCTV can be accessed remotely by the Police but it is used reactively rather than proactively. Chairman reconvened the meeting.

CW/JL/  
VMcW

SP

CW

214. **Parish Council-owned Street Lighting**
- (i) Progress report on installation of an additional light in Station Rd: at KHS's request, a site meeting will be held on 7 April to confirm that the siting of the proposed new column meets the highways criteria. Cllrs Taylor and Willsher will attend. CW/MT
  - (ii) Cllr Willsher is continuing to liaise with the insurers regarding the legalities of in-house repairs. CW
  - (ii) Review of the EDF Energy Contract: Cllr Willsher advised that it is proving difficult to find anyone interested in unmetered supply.
215. **Potters Mede Sports Hall**
- Cllr Mrs Murray is liaising with T&MBC Planning officers to arrange a daytime meeting. There was continued discussion about the size and type of building. AGREED that the original layout plans will be used as the basis for these preliminary discussions. It was particularly noted that it will be necessary to demonstrate need for the proposed facilities to both the planning authority and potential grant funders. Clerk advised that both the insurers and the Audit Commission are asking for progress reports. After some discussion about the insurance claim it was AGREED to continue with the Option 1 choice: reinstatement at £324,000 paid in stages as the project progresses and certified by the council's surveyor. SM
216. **Potters Mede**
- (i) Football Pitches: Clerk reported on information received at the recent Funding Fair: BIFFA funding may be available but it is necessary to register with ENTRUST. Cllr Bailey has started to complete the registration form which was passed to Cllr Willsher for checking before submission by the Clerk. Cllr Bailey will contact Hadlow College regarding possible assistance with/costs of drainage works and Clerk will contact the Royal Engineers. RESOLVED to advise both the senior and junior football clubs that Potters Mede pitches will be unavailable for use next season whilst drainage work is undertaken and the grass restored. CW  
JB
  - (ii) Tree surgery: it was RESOLVED that the quotation from J Lawrenson, tree specialist (copies had been sent to all members of the Facilities Cttee), in the sum of £295 be accepted.
  - (iii) Grounds Maintenance: no report from the Facilities Cttee
217. **Recreation Ground:**
- (i) Tree surgery; it was RESOLVED that the quotation from J Lawrenson, tree specialist (copies had been sent to all members of the Facilities Cttee), in the sum of £245 be accepted.
  - (ii) Grounds Maintenance: no report from the Facilities Cttee
  - (iii) Memorial Pavilion: RESOLVED that Clerk will purchase a new lock from Screwfix to replace that missing from inside of toilet door. Cllr Taylor's offer to fit was accepted with thanks. AGREED that Chairman will discuss alternative protection of memorial stones with a glazier. Noted that existing glass is badly broken. MT  
SP
  - (iv) Ball Park maintenance: RESOLVED Cllr Taylor will advise Clerk of materials required and will carry out repairs. MT
  - (iv) Playground: the manufacturer's annual inspection is due on 18.05.10. RESOLVED that the quotation from Wicksteed Playscapes in the sum of £535.80 for repairs to see-saw be accepted. Clerk will liaise with the Assistant Groundsman to ensure that grass does not restrict opening/closing of pedestrian gate.  
- entrance gate: report from the Facilities Cttee
218. **Salt Bins**
- (i) AGREED that Cllrs Shaw, Taylor and Yianni will continue to prepare their report on suitable locations for additional bins. Cllr Taylor will discuss with residents the possibility of siting on private land. TS/MT/MY  
MT
  - (ii) Tonbridge & Malling Local Winter Service Plan: no report.
  - (iii) Railtrack will be asked to give attention to drainage of areas of Station Approach which becomes extremely hazardous in inclement weather. Co-op Stores will be asked to assist.
219. **CCTV**
- Whilst it is still hoped that CCTV cameras can be used in a proactive rather than a reactive manner, it is understood that EDF have to be involved each time when moving the cameras to different locations.

220. **Written reports from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report**

There were no written reports.

Cllr Willsher advised that KALC will be meeting prospective candidates for the Chief Constable of Kent on 23 April 2010. Any police-related concerns should be passed to Cllr Willsher.

All/CW

221. **Cheques for Signature**

- (i) Clerk explained reasons for increased use of village hall facilities by the Pop-In and resultant increased cost to BGPC. AGREED to obtain further information from Age Concern before authorising further payments in this connection.
- (ii) Payments as listed and circulated to all Cllrs.

**2009/2010**

**BACS**

£755.76	R Springett - Asst. Groundsman 1/3 - 31/3/10
£1254.28	H Damiral - Clerk March 2010
£546.67	KCC – Superannuation March 2010
£60.00	J Stephens – Websites maintenance March 2010
£341.64	EDF – street lighting supply February 2010
£134.23	Wrotham PC – Skate Park maintenance February 2010
£29.25	Kent Aluminium – Maintenance materials, Potters Mede & .Recreation Ground
£656.18	SEC – Street lighting maintenance Jan – March 2010

£2072.77	Inland Revenue PAYE/NI January – March 2010
£239.97	H Damiral – Reimbursement: replacement printer, cable and consumables
£111.62	SLCC – Course Fee 'Employment Matters'
£340.00	W Mzimba - Wealden Management consultancy SLCC – 6-month internal audit
£23.34	Cash – Rec Gds imprest a/c reimbursement
£275.52	Cash – Petty cash reimbursement + tel/b.band rental Jan – March 2010

**2010/11**

**BACS**

£59.17	T&MBC – Rates, Memorial Pavilion
£112.59	BGVHMC – Hire of hall, Foot Clinic April - December 2010
£20.80	BGVHMC – Hire of hall, Parish Meeting 23.04.10
£750.00	BGVHMC – Hire of office April - June 2010

£1057.79	KALC – 2010/11 membership subscription
£300.00	T&MBC - Y2 Crew Summer Scheme donation
£75.00	T&MBC - Try Angle Award Scheme donation

Proposed by Cllr Mrs Murray, seconded by Cllr Willsher that the above cheques be paid.  
RESOLVED that the payments be made.

222. **Future dates**

- (i) Date of next meeting Monday 10 May 2010 7.45pm. Public session 7.30 pm.
- (ii) Duty Cllrs: Saturday 8 May 2010 10 – 12 noon Chairman and Cllr Mrs Farina.
- (iii) Annual Parish Meeting Friday 23 April 2010 8pm Borough Green Village Hall.

SP/VF

223. **There were no matters for discussion in committee**

The meeting closed at 22.54 hrs