

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 7 December 2009 in The Annexe to the Church of the Good Shepherd.

Present: Cllr S Perry(Chairman), Cllrs. J Bailey, Mrs E Howden, Mrs J Lucas,  
Cllr T Shaw, M Taylor, C Willsher, M Yianni  
Apologies: Mrs S Murray (T&MBC duties), Mrs V McWilliam (health), T&MBCllr D Evans  
There were 2 members of the public in attendance

Action

**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 151 Cheques for signature - Skate Park cheque and advised that he would abstain from any vote taken on item 155 Proposed Youth Shelter.

141. **Minutes** of the meeting 2 November 2009 were signed as a true record.

142. **Matters Arising**

133. MDE & DPD: A written BGPC response had been submitted and there has been further liaison in this connection with T&MBC. Cllr Taylor has a copy of T&MBC's response to the Inspector re Policy CC1 and advised of his concern about the level of Code that they support plus the Parish Council's decision not to speak at the hearing. After discussion Cllr Willsher proposed that at the next meeting of the BGPC working party 'the right to speak on all future occasions in this connection' be adopted as part of its working policy. Seconded by Cllr Taylor. Agreed.

138. Bypass: It is unclear as to whether Cllr Mrs McWilliam has prepared a draft letter to KCC. Agreed that Cllr Willsher will now progress this.

CW/SP/  
TS/MT  
CW

Chairman proposed that item 145 of the agenda be taken next. Agreed.

145. **Vacancy BGPC**

Chairman, Vice-Chairman and 3 Cllrs have interviewed the two applicants for co-option. It was agreed that both were strong candidates but, in accordance with the recommendation from the panel Chairman proposed that Mrs Vivienne Farina be co-opted, seconded by Cllr Taylor. Agreed. Mrs Farina signed the Declaration of Acceptance and took up her position. She was welcomed by the Chairman.

143. **Planning Matters**

TM/09/02704/TPOC Lime tree - remove lower branches/raise crown (TPO 12.04.09) 15 Abbott Rd. No observations.

TM/09/02654/LDE LDC existing: general use of Police office as existing - 26 Wrotham Road. The Parish Council strongly supports continued use of the premises for this purpose.

TM/09/02727/FL Extension - 15 Fairfield Road. No observations.

TM/09/01246/FL Amended layout/alternative parking arrangements - 17 Stone Court, 2-bed flat in roof void. A copy of a response made by a nearby resident was noted. No observations.

TM/09/01898/FL Additional details - change of use of land for industrial/warehouse use, access and parking - Hornet Business Estate. No observations.

TM/09/02858/FL Variation of conditions: residential development 21-25 Sevenoaks Road. No observations.

TM/09/02904/LRD Joinery details & colours: orangery, Whiffins Farm, 12 Maidstone Rd. Chairman declared a interest as near neighbour. Agreed to rely on expertise of T&MBC to ensure that English Heritage & Listed Building requirements are met.

**Decisions**

TM/09/1550 Change of use of 1<sup>st</sup> floor to residential – 9 Western Road . Permission granted.

TM/09/2239 Replacement extension – 6 Crowhurst Road . Permission granted.

TM/09/2245 Orangery – Whiffens Farm, 12 Maidstone Road. Permission granted.

TM/09/2246 LBA Orangery – Whiffens Farm, 12 Maidstone Road. LBA granted.

TM/09/2429 Extension – 28 Conyerd Road . Permission granted.

TM/09/2648 Illuminated & projecting signs – 42 High St . Permission granted.

TM/09/2704 Tree surgery – 15 Abbott Road. Permission granted.

144. **Correspondence**

**Noted:**

T&MBC Street monitor scheme – December newsletter & note of meetings Tonbridge 15.12.09 & Kings Hill 17.12.09

T&MBC Copy of Powerpoint presentation on Probity for PCs – Planning (copies to all Cllrs)

T&MBC Standards Cttee agenda 19/11/09

T&MBC Operation Cubit 14-18 Dec. 09 (copies to all Cllrs)

Action with Communities in Rural Kent Climate Change event, Lenham 8.12.09 (copies to all Cllrs)

SE Water Water quality improvement scheme Nov/Dec 200: closure of Ford Lane

T&MBC PPP County update Nov. 2009 (copies to all Cllrs)

KALC Newsletter no 343

CPRE Magazine Autumn 2009

Kent Fire & Rescue Integrated Risk Management Plan 2010/2013

dha Planning Proposed redevelopment of Wrotham School: exhibition held 26/11/09 (copies to all Cllrs)

KHS Annual Tracking Survey: request for completion to identify local issues and improve service (copies to all Cllrs)

SP

**Protect Kent** Membership invitation + 'Threats to Kent' leaflet. Recruitment campaign: membership: indiv. £29/Joint £38/Family £44. Agreed that all residents should be encouraged to join. Chairman will arrange for a link to be made from the council's website.

All

**KALC** Training survey: learning & development survey for council and Clerk completion (copies to all Cllrs). All Cllrs will complete and give their printed response to the Chairman at the next meeting.

SP/TS

**Lord Lieut. of Kent** Civic Service, Maidstone Thurs. 22 April 2010 11am: Invite for BGPC rep. + spouse/guest. Chairman will try to attend; Cllr Shaw will deputise if he is unavailable

SP/SM

**Kent Police** Jon Kirby new District Chief Inspector for T&M. Request for views on local priorities (copies to all Cllrs). Agreed to wait for his expected attendance at the next PPP meeting.

All

**Local Works** Empowering Local Councils & the Sustainable Communities Act Amendment Bill Request for members to write to MPs pressing for adoption of Bill (copies to all Cllrs) Agreed to write to all the relevant MPs as suggested, using template letter.

**T&MBC** Event on POS Whitegate Field application: John Lawson's Circus 12-14 April 2010.

T&MBC to be asked to ensure that all visitor parking is on-site, with no reliance on other nearby parking areas.

**KALC** Chairmanship training day Lenham Weds. 13.011.0. Chairman will try to attend.

SP

**KCC** Subsidised local bus services review/re-tender: revised timetables. Both documents passed to Cllr Yianni for his report.

MY

146. **Memorial Pavilion**

Chairman reported that, apart from a few snagging items, the contract has now been completed for a final sum of £48,001.80.

Both glass plates over the memorial plaques have already been vandalised: Chairman will liaise with the contractor about possible alternative material. Cllr Taylor offered to fit Lexan but it was agreed that this would be subject to scratching/burning.

SP

The Facilities Cttee will consider damage reporting; cleaning; opening/closing of toilet procedures. Agreed that these should be in place before the building is handed over to BGJFC for use.

There was considerable discussion about the most appropriate level of publicity re completion of refurbishment and availability of public toilet. Agreed that this would be minimal.

147. **Potters Mede Pavilion and Pitch Enhancement**

Chairman reported that potential Section 106 funding from any development at Isles Quarry is now probably a long way in the future. However, he has made T&MBC aware of the Parish council's request for funding should money become available.

Cemex has agreed a conditional £15,000 grant towards the improvement of football pitches. The acceptance form has been signed and returned. Thanks were expressed to Cllr Bailey for his work in progressing the application. Chairman and Cllr Bailey will consider the logistics of concentrating on the improvement of just one pitch – levelling it and bringing it up to high quality league standard.

SP/JB

Cllr Mrs Howden is progressing the Football Development Plan.

EH

148. **Grounds Maintenance**  
**Mowing & pitch maintenance:**  
 A quotation for the 2010 season was received from KCC: Rec Gd. £35.73/cut; P Mede £67.75/cut with a discount of £1.75 per cut per site if both sites are cut at the same time. Proposed by Chairman that this be accepted. Agreed
- Ball Park:** A quotation for repairs to bars, panels and basketball backboards in the sum of £900 + VAT was received from Park Leisure. Cllr Willsher proposed that this be accepted subject to new backboards being fitted, rather than repairs + a pressure wash of the court. Seconded by Chairman. Agreed but to be ratified when a response is received.
- Tennis courts:** A request for use by KCC Y&C Monday evenings for tennis and other sports was considered. Agreed that Chairman will reply advising that the Ball park is more suitable and, particularly in view of money spent on recent refurbishment, the tennis courts are for tennis use only.
- Traid Bin:** Noted that the bin has been re-sited on BGPC Rec. Gd. car park land. Agreed that this is an inappropriate location and the area is required at all times for right of access to the Rec. Gd., car park and private houses. Chairman will liaise with T&MBC in this connection.
- P Mede Car Park:** Cllr Bailey was thanked for organising the filling of potholes: the work has commenced. Noted that Wrotham School headteacher has advised users to act responsibly; comments re current and future parking provision by the school site also noted. For review in a few months time.
149. **Street Lighting**  
 Cllr Willsher gave all members a copy of his Review of the SEC Contract. He will consult further with KALC and the council's insurers. Also for further consideration by the Finance Cttee.  
 Cllr Willsher advised of a report received from a resident re the location of a light in Tilton Road/Staleys Acre FP. Chairman gave further information and will liaise with the resident.  
 Cllr Willsher will check on SEC repairs in Dryland Rd and Crowhurst Rd.  
 Agreed that Cllr Yianni will assist Cllr Willsher with street lighting matters.
150. **Report from Finance Cttee and Precept 2010/2011**  
 The Cttee met but the meeting was adjourned until later in the month as time did not allow full consideration of all matters incl next year's budget. Further information is also awaited from T&MBC. As Cllr Mrs Lucas was unable to attend the cttee meeting Chairman invited Cllr Willsher to attend. For continuity Chairman proposed that Cllr Willsher be co-opted to the cttee for the rest of the F/Y. Seconded by Cllr Shaw. Agreed.  
 Cllr Taylor asked the council to re-visit the vote taken at the last meeting for £250 financial assistance towards the maintenance of Crow Hill FP. After some discussion agreed to reiterate that this is a highways responsibility and liaise further with KHS + the Housing Assn. Seconded by Cllr Shaw. Agreed. Cllr Taylor proposed that checks be made to ascertain the procedure for re-visiting the decision taken at the last meeting (item 130 Crow Hill FP) within a six-month period so as to allow it to become an agenda item for the next meeting. Seconded by Cllr Shaw. Voting was 3 in favour, 3 against, 3 abstentions. Chairman have a casting vote against the proposal. The motion was not carried.
- Chairman proposed that item 155 of the agenda be taken next. Agreed.
155. **Skate Park**  
**Insurance:** Chairman reported on details of insurance which he has checked and confirmed in order.  
**Proposed Youth Shelter:** Noted that this is proceeding and will be financed by the committee's funds. There have been discussions with the Police in this connection. The height of the front hedge is to be reduced.
151. **Cheques for Signature**  
**Auto-Pay**
- |          |  |
|----------|--|
| £703.36  | R Springett - Asst. Groundsman 1/11 - 30/11/09   |
| £1241.79 | H Damiral - Clerk November 2009                  |
| £480.50  | W Austin – Caretaker/Groundsman 1/11 – 30/11/09  |
| £541.26  | KCC – Superannuation November 2009               |
| £60.00   | J Stephens – Websites maintenance November 2009  |
| £231.50  | SEC – street lighting repairs: Fairfield Rd.     |
| £370.62  | Wrotham PC – Skate Park maintenance October 2009 |

**Cheques for Signature (Continued)**

£719.78 Wrotham PC – Skate Park maintenance November 2009 + insurance contribution  
 £2027.77 KCC – Rec. Gd & P Mede mowing 2009  
 £334.37 EDF – street lighting supply October 2009  
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 £29.24 Kent Aluminium – Maintenance materials, Rec. Gd.  
 £249.75 BGVHMC – hire of hall Pop-In Jan – March 2010

£151.00 SLCC – Membership 2010  
 £53.60 SLCC – Clerk's Manual  
 £275.00 J Lawrenson – Tree surgery, Rec. Gd.  
 £2191.04 W H Simmonds & Son Ltd – Memorial Pavilion (interim payment)  
 £2777.93 T&MBC – Election expenses June 2009  
 £200.00 J5 Slips.org - Donation

Proposed by Cllr Mrs Howden, seconded by Cllr Willsher that the above payments be made.  
 Agreed.

152. **Proposed Railheads**

Chairman and Cllr Taylor attended a meeting of the StopKIG committee fighting this development: Chairman reported. Chairman will send all Cllrs copies of correspondence from T&MBC. It was agreed that Chairman will convey the support of BGPC as/when the J5 Slips cttee offers its support to the StopKIG campaign.

SP  
SP153. **Written reports from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report**

A written report from T&MBCllr D Evans had been circulated to all members. Comments re the Esso/Tesco application, Maidstone Rd; the Rail/Freight Depot and Isles Quarry were noted. Clerk advised that KHS have surveyed the site j/o A227/Station Rd to assess the need for improved pedestrian safety measures: there is concern and these will be addressed in the new F/Y.

Gateway signs are expected before the end of March 2010.

Cllr Willsher reported on the recent Playbuilder Funding seminar. Noted that "there is currently no future 'Playbuilder' funding in sight".

Cllr Willsher reported on the recent KCC 'Contracts & Procurement' seminar. There are new requirements to ensure that EU regulations are complied with. Cllr Willsher will continue to monitor requirements.

Noted that Borough Green Primary School is keen to involve the parish council in its centenary plans for 2011.

CW

154. **Standing Orders**

No report.

156. **Resolved to enter into committee**

There were no matters for discussion in committee.

Date of next meeting: 7.45pm Monday 4 January 2010. Public session 7.30pm

The meeting ended at 22.37hrs