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DRAFT Minutes of the meeting of **Borough Green Parish Council** held in Borough Green Village Hall on **Monday 6th November 2023** starting at 1930. The meeting was not recorded.

Present: Cllrs Taylor (Chairman), Cllrs Butterfill, Rawsthorne, Millener, Simpson, Wragg, Thrush, & Cllr Rayner (KCC) , & the Clerk. There was two Members of the public, Dr Paul Unwin BGMP and Mr Jeff Wheeler BG Scouts.

The Council spent a moment reflecting on the 12,000 dead so far in the Gaza/Israel conflict.

134. Apologies for Absence Cllrs Shaw, Ramsden, Reading & Palmer

135. Declarations of Interest - None

136. Minutes of the meeting 2nd October 2023 - Agreed

137. Matters Arising .

Remembrance Sunday 10am War Memorial Wreath Laying - noted

138 Submissions by County and Borough Members and Members of the Public

Cllr Rayner reported on numbers of Children asylum seekers that have now reached 600, taking all KCC provision. Devolution is still being discussed as a cost cutting idea. Operation Brock will be in place next summer. SEND transport costs are at £60M and likely to rise to £80M, and KCC budget still needs £50M trimmed. Cllr Millener asked about the Westbank private road drains spilling runoff onto the Highway - to be reported to Enforcement.

Chairman moved Item 143 (iii) - Cllr Simpson . After discussion of a proposal document (circulated prior the meeting) and with input and agreement from Dr Paul Unwin and Mr J Wheeler, to **Agree in Principle** to the proposed development of car parking in The Land between the Scout Hut and Harrison Road by BGMP on the basis of an amended version of the proposed document, subject to Public consultation & a future **Formal Agreement** - AGREED

139 Planning Matters

(i) To note Planning Notices as circulated

(ii) Current applications and **responses** as circulated, Update on AGILE

TM/23/03010 11 Tilton Rd Demolition of garage, 2 storey side, single rear extensions. [Concerns about Bulk & Mass](#)

TM/23/02052/FL 38 Maidstone Rd Dropped Kerb- [no observations](#)

140 Potters Mede

(i) New Storage Container & Carpark- Appoint second tender - Honeycomb Construction

(ii) Youth Engagement Initiative -15 so far and numbers are slowly increasing, and the venue is well received.

We have supplied some cooking equipment that will have a general use for all hirers, and some very basic food for less fortunate youngsters.£215 - agreed

(iii) 40' Container - attempted burglary - security improvements by KAS Welding - approved

(iv) BGJFC request for second storage container - agreed to proceed

(v) Clerk - update on Hirers - bookings are strong, and Fortitude Tae Kwando have been particularly successful and have achieved 150 students at their multiple Potters Mede classes and have received an Industry Award

(vi) It was proposed that the PC buy ten of the charity chairs at £25 each for the Taylor Room and the money donated to vital Red Cross work in Gaza and Israel - Agreed

141 Recreation Ground

- (i) Pavilion- refurbishment - ongoing
- (ii) Pavilion Dead Tree Hazard - landowner waiting for TPO Permit application.
- (iii) Black Horse Mews - bank collapsing into Bourne. Clerk has had discussions with the EA. We are seeking copies of the original planning permission for Black Horse Mews because it is believed a retaining wall has been missed which should have been mandatory in the vicinity of a Main Watercourse.
- (vi) Dog Signs (x10) - RBLI quote ordered /paid £186.70+vat
- (vii) Play area fallen tree - removed by Mr Glew

142 ASB, Policing & CCTV

- (i) Upgrade survey at Potters Mede, result of tenders
Chairman moved to **(PART 2 Confidential)** After some discussion about the three blind tenders, and the thoughts of the working group - AGREED. Chairman returned to open session.
- (ii)The Village Hall has suffered significant vandalism to doors. Agreed to pass on CCTV quotes, and the PC could support the cost with an extra camera focussed on our Public Toilets

143 Village Enhancements

- (i) Green Space Review - We are subscribing to "Hedgehog Highways" at £150 - agreed
- (ii) Assets Of Community Value - Black Horse, Library, Parish Church Hall & Village Hall all now lodged
- (iii) Cllr Simpson - BGMP - see above
- (iv) Alliance Bus Scheme - CTF Grant applied for, £10k

144 Financial Matters

- (i) Responsible Financial Officer's report
- (ii) Bank Reconciliations & Balance 31 October 2023 - Total Balance £224,340.68
- (iii) To approve Payment List as circulated. Prop-Cllr Milener, 2nd Cllr Thrush Chair abstain- AGREED
Invoices checked : Cllrs Thrush & Butterfill
- (iv) Date of Finance Committee 1900 Friday 1st December Parish Office
- (v) Legal Cost Recovery - awaiting Ombudsman Report
- (vi) Voice - request for support grant . The Voice is a Community Asset, and it is right that we support it. Clerk and Chairman will discuss further with COGS and make a recommendation at the next meeting.
- (viii) Kent Community Rail Partnership grant request- no action agreed

145 Website & Social Media

- (i) No Report

146 Neighbourhood & Local Plans

- (i) Update on Local Plan - awaiting further evidence
- (ii) Neighbourhood Plan - Cllrs Rawsthorne and Taylor to meet Pembury PC representative

147 Highways & Streetlighting

- (i) A25 pavement resurfacing 17th November thanks to Cllrs Rayner & Millener
- (ii) Salt Trailer repair/steel £488.14+vat Agreed
Cllr Millener proposed the PC pay for the Chairman's PPE, boots and welding mask, in thanks for his work and other costs associated with rebuilding the salt trailer - Agreed
- (iv) Salt supplies- KCC 1xbag free- BGSP Salt 80x25kg@£6/bag £480+vat del Friday. Agreed
- (iii) Parish Highway Plan report- 20mph still on the Plan - ongoing.

148 Quarries & Landfills

- (i) Cllr Rayner reported on successful ongoing and continuous enforcement against BG Sandpit at Platt, and H+H Celcon regarding debris on the road, which is showing some signs of improvement. Noted a significant fall in the numbers H+H contractors ignoring the approved route. Chairman thanked Cllr Rayner for ensuring these matters maintained a high profile at KCC.

149 Councillors Reports from outside Bodies (max 3 min)

- (i) Chairman noted Invitation to MPA Dinner Park Lane Sheraton guest of BGSP - declined
- (ii) D-Day 80 - 6th June 2024. Cllr Butterfill to plan a celebration event, possibly using the Beacon
- (iii) Skatepark meeting - well within budget, but new steel may push us over in this FY, but will make it up next year - no need for extra allocation. Steel will lower maintenance costs.
- (iv) Cllr Rawsthorne reported on the Village Hall Committee meeting
- (v) Clerk reported imminent meeting with new Community Police Officer
- (vi) Clerk reported sale of 10 charity chairs for the Taylor Room, £250 donation to Red Cross Gaza, + £200 for other sales donated to MSF & Unicef in Gaza
- (vii) Chairman and Cllr Butterfill will attend Parish Partnership Panel Thursday 9 Nov
- (viii) Cllr Rawsthorne and Clerk to obtain Police permission for PW&S Horse & Rider Event. Proposed route Darkhill Rd, Ightham, into Borough Green, Quarry Hill and return. Marshalls needed.
- (ix) Request for Donation to Heart of Kent Hospice. Agreed to table at Finance Committee

150 Future Dates

- (i) **Date of next meeting 1930 11th December 2023**

At all other times contact the Clerk using the details above

There being no further business, Chairman closed the meeting at 21.35

151 Exclusion of Public and Press: Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any item.

Members are reminded that any release of information from a Part 2 discussion is contrary to the Standards Code and an offence under the above Public Bodies Act.

APPENDIX 1

BGPC Payments List November 2023	£
Staff Costs	
Staff Salaries (TBC)	5208.18
HMRC	2682.69
KCC Pensions	1171.56
BACS Payments	
Mazars, inv 2252922 External Auditor	756.00
Nu Venture, inv 2960 (Oct) Bus Scheme	833.00
SHS Hygiene, inv 45409 Toilets	694.32
Borough Green Bowls Club	225.00
Streetlights, inv 13931	3024.00
EJP Fire Protection Ltd, inv 45984 PM	286.20
EJP Fire Protection Ltd, inv 45983 REC	54.00
Borough Green Village Hall (rent), inv 3/23	750.00
FRP (administrators for FR Jones), ref F1385BIR	737.00
Wrotham Parish Council, inv 429 Skatepark	180.39
Wrotham Parish Council, (Moto legal fees) inv 424	2366.40
Expenses - Bernie Galopin Youth	215.78
Expenses - Bernie Galopin	50.00
Expenses - Bernie Galopin	24.70
Expenses - Bernie Galopin	49.50
Expenses - Mike Taylor	224.04
Expenses- Barry Glew	157.11
Expenses - Rob Springett	132.05
DD Payments	
Zen Internet	13.79

TMBC Rates	57.20
Bank Charges *	22.70
Npower* - streetlighting	1164.04
Npower* - public convenience	40.00
EDF (PM)*	200.00
EDF (RG)*	35.00
Castle Water*	120.25
Castle Water*	17.60
Vauxhall Finance	544.80
Total	22037.30
Total Bank Balances	224340.68
NB: Receipts during Oct 23 (exc bank transfers)	2534.34

Signatures : Cllrs Thrush & Butterfill

APPENDIX 2

Medical Practice Parking Memorandum to follow