



BOROUGH GREEN TOWN COUNCIL



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Parish Established 1934

Clerk:
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18 August 2026

The **Borough Green Council Meeting** will take place at **COGS Annexe** 1930 **Monday 7th September 2026**, and may be recorded. The Members are reminded of the importance of Section 10 of Standing Orders regarding confidentiality of Part 2 discussions and documents. Please refer to our Data Privacy, Use and Retention Policy, which is published on our website. In accordance with the council's Standing Orders and the Local Government Audit & Accountability Act 2014, photographing, recording, broadcasting or transmitting the proceedings of the meeting is permitted by any means, excluding audible commentary which is forbidden. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting, those exercising the rights to film, record or broadcast must respect the rights of other people under the Data protection Act 1998. Any person or organisation choosing to film, record or broadcast the meeting is responsible for any claims or other liability from them so doing.

Yours faithfully

Chairman BGTC

AGENDA

089. Apologies for Absence

090. Declarations of Interest

091. Minutes of the meeting 6th July 2026

Minutes Emergency Meeting 20 August 2026

Matters Arising -

- (i) Six Councillor Vacancies - posted to Noticeboard and website

092 Resignation of Clerk - to ratify response

Ratification of termination salary - (Part 2)

Appointment of Temporary Responsible Financial Officer

Appointment of Temporary Clerk

To commence recruitment process

Clerk transferred Clerk's duties to Chair 24/8/2026

Clerk will hand-over all accounting to the temporary RFO on 3rd Sept after completing accounts to 31/8/ 2026

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

094 Planning Matters

- (i) To note Planning Notices as circulated
- (ii) Current applications and **responses** as circulated,

095 Potters Mede

- (i) BG Scout hut - move to carpark
- (ii)

096 Recreation Ground

- (i) Pavilion Refurbishment - Clerk has achieved a KCC Member Grant from Cllr Rayner £1000 Clock
To note Building Control and CAE (DDA) report on proposed repairs
To Appoint Chair as project manager Pavilion refurbishment
To note updated quote from Paul Mesnard for Disabled Ramp installation, handrails and Clock, and to authorise programming the works
- (ii) Trial Petanque Court - marked out and trial being arranged
Approve cost of paint and applicator
- (iii)

097 Councillors Reports

- (i) Cllr Butterfill - Resilience Plan
- (ii)

098 Community Issues

- (i) IQE Bike Trails. Note emergency meeting, QPCIC Insurance and Licence - ratify submission to Zurich
- (ii) Zurich - PL Insurance bike trails
- (iii) Ratify £1429 cost of Planning Application
- (iv) Purchase of First Aid kits £30

099 Village Enhancements & Green Spaces

- (i) Appointment of contract Tree Warden, IQE, Crowhill, PM & Rec Woodland Walks & Harrison Rd
- (ii) Treeability Crowhill tree work

100 Financial Matters

- (i) To approve Payment List as circulated.
Invoices checked :
- (ii) Responsible Financial Officer's report
- (iii) Bank Reconciliations & Balance 31 August 2026 Total Bank Balance
- (iv) To agree changes to staffing and contractors (Part 2)
- (v) To agree to appoint Cllrs Taylor, Shaw, Millener, Butterfill and Heselden as signatories on all accounts held at Natwest Bank, Unity Trust Bank and CCLA

101 Website & Social Media

- (i) Publicise Closure of IQE Bike Trails until insurance is agreed.

102 TMBC Local Plan

- (i) Update - Outcome of Reg 19 Consultation vote Full Council 3rd Sept
- (ii)

103 Highways & Streetlighting

- (i) Speedwatch Group - update and 20mph. SID
- (ii) Resurfacing, A25/A227 noisy white line bumps

104 Quarries & Landfills

- (i)

105 Future Dates

- (i) **Date of next meeting 1930 MONDAY 5th October 2026 COGS Annexe.**
At all other times contact the Chairman using the details above

106 Exclusion of Public and Press: Pursuant to Section1(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.

Appendix 1 Payment List to follow