

Present: Cllr B Hughes (Chairman), Cllrs, J Bailey, J Broad, Mrs J Lucas, S Perry, Miss L Robinson, Ms F Wakefield, C Willsher, Mrs B Woodhams T&MBCllr Mrs S Murray.  
There was one member of the public in attendance and PC D Allen and Rural Community Warden D Rose.  
Apologies: KCCllr Mrs V Dagger, T&MBCllrs D Evans, Mrs J Harrison

There were no declarations of interest.

92. **Minutes** of the meeting 6 November 2006 were signed as a true record.

93. **Matters Arising**

89. Tree surgery to Oak tree adj. Black Horse Mews: Chairman met with the resident who requested that additional work be undertaken. Clerk reported that the contractor does not advise any further work to this tree. Agreed. Chairman will advise the residents.

BH

Chairman proposed that the Police representatives be invited to report. Agreed. PC Allen advised that local crime figures for November were lower than the previous month. Currently, there is particular surveillance of the village hall area. Community Warden Rose confirmed that, if required, he is now able to patrol in the evenings but must be accompanied by another Community Warden or PSCO.

Chairman proposed that item 97 of the agenda be taken next. Agreed.

97. **Vacancy BGPC**

Council representatives met with the two applicants for co-option. Chairman proposed that Mr Stephen Cole be co-opted to BGPC. Agreed. Mr Cole signed the declaration of acceptance and took up office.

94. **Planning Matters**

TM/06/3059 Change of use to beauty salon – 56 High Street. No observations.

TM/06/3060 Illuminated sign & vinyl signage – 56 High St. No observations.

TM/06/3579 LBA: Conversion of public house into 2no dwellings + alterations & parking – Red Lion, Sevenoaks Road. Observations: 1. Dependent on roundabout 2. No dedicated parking spaces – should be provided as with new dwellings but this would leave no space for visitor parking. 3. No highway report – traffic implications should be reviewed in light of all planning applications/approvals in the vicinity 4. Access 80 Western Rd development and 78 Western Rd still not shown on plan.

TM/06/3636 Outline application: detached dwelling – 65 Annetts Hall. No observations

TM/06/3662 Retrospective: rear extension – 102 Sevenoaks Road. No observations

TM/06/3780 New chimney stack – 23 Conyerd Road. No observations.

TM/06/3816 Conversion of house into 2no flats - 2 Maidstone Road. Observations  
Concern about parking layout: residents of 1st floor flat will have to walk in road as bin storage area is on footpath side

TM/06/3838 Extension + car parking - Drs Surgery. Screening requested to north and west boundaries of car park

**Planning decisions**

TM/94/0579 Revised details, holding pond for surface water drainage – Stangate West Landfill Site. Details approved.

TM/05/3108 Archaeological watching brief, residential development – 153 Maidstone Rd  
Details approved.

TM/06/2257 Office extension – 1 Quarry Hill Road Permission granted.

TM/06/2708 Extension – 17 Sandy Ridge. Permission granted.

TM/06/2897 Cert. of remediation, residential development – r/o 2 Maidstone Road.  
Proposal approved.

TM/06/2899 LDC garage conversion + extension – 22 Harrison Rd. LDC granted

TM/06/2973 Extension – 5 Wye Road. Permission granted.

TM/06/0922 Detached house – r/o 1 & 2 Crowhill – Appeal lodged

TM/06/1618 Replace windows – 49 High St. For Area 2 cttee. 6/12/06

TM/06/2388 Outline app. residential develop - 45 Maidstone Rd. For Area 2 cttee 6/12/06

95. **Oral reports from Members and Clerk**

Wheel-washing and road sweeping facilities are now operating at Borough Green Sandpit. Cllr Mrs Woodhams will progress reinstatement of the Liaison Committee with Cemex. Platt and Wrotham will be invited to join.

BW

**Oral reports from Members and Clerk (Continued)**

A request for the provision of a 'Youth Shelter' at the Recreation Ground will be given consideration when preparing next year's budget.

Agreed that the Christmas lights are again superb and thanks were expressed to all involved.

Noted that insurance for the Skate Park is due for renewal @ £888.01. Agreed. The premium will be split between the three participating parishes all as before.

Some lights and illuminated highway signs still need maintenance.

Additional rubbish bins have been installed in the High Street.

It was noted that supermarkets in Sevenoaks, particularly Riverhead and Otford, have expansion plans: there is some concern about the possible consequential increase in heavy traffic through Borough Green.

It was confirmed that the Parish Council does not encourage graffiti in any location.

Cllr Broad will refer a request for the reinstatement of CCTV in the centre of the village to the CDRP liaison committee.

JBr

96. **Correspondence**

<b>Noted:</b>	Kent Downs AONB	Annual Review, highways work + newspaper
	CommuniCorp	Local Councils Update
	MVCP	Landscape enhancement grants for AONB
	NALC	Newsletter + conference
	KAPC	Agenda 7/12/06
	KCC	'Inside Track' external funding unit information
	KCC	Rogue traders information
	KCPFA	Newsletter
	T&MBC	Meeting with Clerks 9/2/07 (PCllrs Code of Conduct) Clerk will attend
	T&MBC	Joint Transportation Board agenda 4/12/06
	LAMIS	Computer update (to Cllr Perry)
	SLCC	Magazine
	KCC	Redesignation of Roads used as a Public Path
	Maidstone & T Wells NHS Trust	Fundraising news
	T&MBC	WREN funding information (copy to Cllr Bailey)
	Wrotham PC	Further info. re Superdepot, Wrotham Heath (Copy to Chairman)
	Action with Communities in Rural Kent	Affordable Rural Housing
	T&MBC	Local Development Framework – Regulation 32 site allocation representatives – available at <a href="http://www.tmbc.gov.uk">www.tmbc.gov.uk</a>
	KCC	Kent Minerals Development Framework Development Plan: core minerals strategy; primary minerals development control policies; construction aggregates & proposals map. Info & response form available at <a href="http://www.kent.gov.uk/mwdf">www.kent.gov.uk/mwdf</a>
	Lord Lt. of Kent	Civic Service invitation , Maidstone, 20 March 2007.
	T&MBC	Circus, Whitegate Field 10-12 April 2007
	Kent Highways	Parish spreadsheet November 2006. Agreed comments/reports: gully cleansing required, particularly in High St and Harrison Road.
	Kent Police Authority	Policing Kent 2007/08 survey: Cllr Broad will complete and return.
	M Taylor	Respect Awards presentation to 'Drop-In Centre' member 13.12.06. Cllrs Broad and Miss Robinson will attend.

JBr

JBr/LR

98. **BGPC administration**

**Minutes:** Agreed that draft minutes will be sent to electors on request but may be subject to amendment at the subsequent council meeting.

**Finance meeting:** 10am 21 December 2006 – Parish Council office

**Staff leave:** Copies of a letter from the Groundsman had been given to all Cllrs. Chairman clarified that PC insurance does not cover any work undertaken by any employee unpaid and of their own volition. It was further confirmed that all staff receive a minimum of 4 weeks holiday pro rata per annum and money in lieu of this holiday is not permissible.

**Training:** Agreed that H&S course will be arranged for grounds maintenance staff next year. Clerk reported on recent training days and requested PC support for working towards the Certificate in Local Council Administration. Chairman proposed that this be agreed and her enrolment on the preliminary SLCC course 'Working with Your Council'. Agreed.

**Complaints Cttee:** Chairman proposed Terms of Reference for the new committee: the committee will work within the Standing Orders of Borough Green Parish Council and will consider any complaint raised by a person or body against any action or non-action of the Parish Council. Agreed.

There then followed the period for public consultation:

It was suggested that consideration be given to a self-assembly 'Youth Shelter' at the Recreation Ground involving local young people.

Further information about past instances of graffiti was received.

99. **Proposed pedestrian crossing – Western Road**

All members had received copies of an e-mail from the Traffic & Safety Engineer at Jacobs: suggested proposals re relocation of disabled bay to o/s 13 Western Road and relocation of 'free bay' to o/s 55 Western Road agreed. Requests will be made for the work to be undertaken during the Spring half-term 2007 and for local businesses to be given advance warning.

100. **Street lighting**

**Normanhurst Rd/Mountfield:** Clerk reported that a column had been demolished earlier in the year. Chairman proposed that this be replaced and quotations up to a total maximum of £1,000 be accepted for the necessary work. Agreed.

**Fairfield Road:** A quotation will be requested for an additional light in the eastern section of this road.

**Western Rd car park:** Noted that T&MBC is considering improved lighting and resurfacing works.

101. **Mowing 2007/08**

A quotation for the 2007 season was received from KCC – Potters Mede £61.14/cut Recreation Ground £32.25/cut with a discount of £1.75 per cut if both sites are cut at the same time. Proposed by Chairman that this be accepted. Agreed. Further agreed that Groundsman will ask Clerk to arrange for extra cuts at the Recreation Ground as and when required.

102. **Recreation Grounds**

**Recreation Ground:** Further advice/quotation will be sought for a land drain at the main entrance onto the field

Chairman proposed that the Groundsman be instructed to replace pavilion toilet door at an estimated cost of £77. Agreed.

**Potters Mede:** Agreed that the Complaints Committee will consider a letter received from a recent hirer.

Cllrs Broad and Bailey will liaise about the possible provision of an all-weather pitch.

JBr/JB

103. **Cheques for Signature**

**Auto-Pay**

£429.15	KCC – Superannuation November 2006
£298.00	T&MBC – Rates Potters Mede December 2006
£60.00	J Stephens – Websites maintenance November 2006
£216.31	EDF Energy – Street lighting maintenance December 2006
£179.67	EDF Energy – Street lighting repair, Lingfield Road
£201.22	EDF Energy – Supply, Potters Mede
£298.43	Wrotham Parish Council – Skate Pk contribution: construction & maintenance
£411.25	Stuart Wilson Tree Surgery – Tree surgery, Rec. Ground
£700.00	BG & District Chamber of Commerce – Christmas lights contribution
£135.00	SLCC – Annual subs. 2006/07 (replacement of £134.00 cheque Oct.'06)

Proposed by Cllr Perry, seconded by Cllr Bailey that the above cheques be paid.

Agreed.

104. There were no matters for discussion in committee