

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

Present: Cllr S Perry(Chairman), Mrs V Farina, Mrs E Howden, Mrs J Lucas,
Mrs V McWilliam, Mrs S Murray, T Shaw, M Taylor, C Willsher, M Yianni
There were two members of the public in attendance

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| 71. | <u>Apologies for Absence</u> were ACCEPTED from Cllr J Bailey (holiday) | <u>Action</u> |
| 72. | <u>Declarations of Interest:</u>
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 83 Cheques for signature - Skate Park maintenance. | |
| 73. | <u>Minutes</u> of the meeting 2 August 2010 were signed as a correct record | |
| 74. | <u>Matters Arising</u>
61 Noted that Wrotham PC is arranging a meeting with Age Concern regarding the Pop-In. AGREED that Cllrs Perry and Mrs Murray will attend as BGPC representatives. | SP/SM |
| 75. | <u>Planning Matters</u>
TM/10/02191/FL 2-storey and single storey extensions to side and rear of house – ‘Southover’ 99 Crouch Lane. Cllr Shaw reported comments received from a resident. After discussion, objections AGREED: 1. Extremely large extension, disproportionate to existing house. 2. The proposed building is overbearing on adj. property No.97 and intrusive to privacy of residents there, with particular regard to siting of balcony. 3. Siting of proposed extension converges on rear elevation of adj. property which is considered inappropriate - orientation should be re-addressed. 4. Existing house is pretty example of local building style of building in an area of special character which should be retained. 5. If the Borough Council is mindful to approve, future permitted development rights should be removed to prevent further expansion.
TM/10/02205/FL Vehicle access and garage – Redstone House, 97 Crouch Lane. AGREED: no observations as rely on expertise of KCC and T&MBC regarding safe access.

TM/09/01510/FL Redevelopment of existing petrol filling station– r/o & 84-106 Maidstone Rd: Written comments from three residents had been circulated to all members and were noted. Cllrs Willsher and Taylor attended a site meeting with T&MBC members and officers. Cllrs Perry and Taylor attended the planning committee meeting the following day. Noted that a decision has been deferred and it is understood that an appeal has now been lodged against non-determination.
<u>Decisions</u>
TM/10/01413/FL 6no additional car parking spaces, stores and roof lights – Medical Centre, Quarry Hill Rd. Permission granted.
TM/10/1837 2no canopies on school playground – B Green Primary School. Perm. granted | |
| 76. | <u>Correspondence</u>
<u>Noted:</u>
CPRE Magazine Autumn 2010 and Summer 2010 newsletter
Wrotham PC Response to Cllr Taylor: policy regarding distribution of social and private housing in northern parishes of T&MBC and original response to LDF consultation document regarding any housing development at Isles Quarry West. (copies to all Cllrs)
KALC/KHS Copy KCC letter: update on the speed limit review project (copies to all Cllrs)
KALC Annual report from KCC’s Countryside Access Service: details available at http://www.kent.gov.uk/environment_and_planning/countryside_access/annual_report.aspx
+ further links to “Volunteer Walks Database” and “Destination Signs”
T&MBC PPP Mtg 09.09.10 and minutes of the mtg. 25.02.10 (copies to all Cllrs)
T&MBC Saturday household waste service and excluded items. Details available at www.tmbc.gov.uk/cqi-bin/buildpage.pl? (copies to all Cllrs)
KALC Green Flag Award Demonstration Day Folkestone 08.09.10 (copies to all Cllrs)
T&MBC Community Safety Partnership – monthly bulletin (copies to all Cllrs) | |

76. **Correspondence (Continued)****Noted (Continued):**

KCC Regular Trading Standards alerts (copies to all Cllrs)
 West Kent Watch Regular newsletters (copies to all Cllrs)
 T&MBC July monthly bus updates (copies to all Cllrs)
 T&MBC Operation Cubit on untaxed vehicles took place w/c 16.08.10 (copies to all Cllrs)
 Highways Agency Information leaflet re 'Controlled Motorway' M20 Junctions 4-7
 KALC Newsletter no 349
 Action with Communities in Rural Kent Newsletter no 96 + notice of Annual Mtg 15.09.10
 New Allotment Co. Land available Tonbridge/Tunbridge Wells for parish allotments
 T&MBC "Murder Mystery Evening" Hadlow Manor Hotel 30.10.10 for Mayor's charities
 S Gray Copy letter to T&MBCllrs Evans and Mrs Murray: in response to notes/letter in The Voice re Isles Quarry
 Kent Police Authority 'Police Reform Consultation Event' 6pm 09.09.10 (copies to all Cllrs)
 KHS Parish Seminar 27.10.10: Maintenance issues/road safety update (copies to all Cllrs)
 KALC Consultation paper from Dept for Communities & Local Govt. "Community Right to Build" (copies to all Cllrs)
 Swanley Town Council Copy of Swanley Town Council's response to the proposed changes to the Big Lottery Fund. (copies to all Cllrs) Possible exclusion of LAs with it being limited only to the voluntary organisations and charities.
 Swanley Town Council Copies of Swanley & Dorchester Town Councils' responses to the "Local referendums to veto excessive council tax increases" consult. doc.(copy to all Cllrs)

KCC Minerals & Waste Development Framework DPDs – call for site. Information available at www.kent.gov.uk/mwdf + <http://consult.kent.gov.uk/portal> Copy to Cllr Willsher who will prepare a response by 29.10.10

KALC Finance Conference Sat 25.09.10 Lenham £60 + VAT. AGREED that Clerk will attend.

KCC Procurement Seminar Thurs. 07.10.10 Maidstone £10 + VAT (Copies to all Cllrs) AGREED that Cllrs Willsher and Mrs McWilliam will attend.

T&MBC/KALC Consultation paper from Dept for Communities & Local Govt. "Local referendums to veto excessive council tax increases" (copies to all Cllrs). Cllr Willsher was thanked for preparing an excellent draft response which had been circulated to all Cllrs. AGREED to submit this in full.

Potters FC Use of Potters Mede & Whitegate Field. Agreed for consideration under item 78.

CW

CW/VMcW

77. **Financial Matters**

(i) Annual Insurance: amendments have been made in accordance with previous decisions and a premium refund of £342.60 is due. A full insurance schedule will be sent to all members of the Finance Cttee for consideration at their next meeting 7.30pm Friday 12 November 2010.

(ii) Internal Auditor – to approve 2010/11 6-m audit arrangements. RESOLVED to engage Wealden Consultancy to carry out 6-m and end-of-year audit.

SP/SM/CW/JL/
MT78. **Potters Mede Ground Improvements**

(i) Weed control treatment has been completed

(ii) It was noted that application for registration of Potters Mede Environmental as an Environmental Body (EB) has been made. Noted that the Cemex grant will now be available until next Spring. AGREED that the work will now commence in April 2011 and that the EB will handle all administration of the work, including tendering, contract management and application for/receipt of the grant. Noted that it is unlikely that the VAT element will be recoverable.

A letter from Potters FC had been circulated to all Cllrs: AGREED that In view of the revised timescale Potters FC can continue to use Potters Mede until at least the end of January 2011. However, they will be encouraged to make frequent use of Whitegate Field in order that Potters Mede can be rested regularly or if/when ground conditions there make it unsuitable for play. AGREED that the policy of BGPC that no adult football be played at the Recreation Ground be continued.

79. **Potters Mede Pavilion**

All Cllrs had received copies of 1. Clerk's summary of the history of the proposed rebuild
 Discussions/decisions made 2. A report from Cllr Mrs McWilliam and revised plan B.
 3. A report from Cllr Bailey on his meeting with T&MBC officers: noted that this had not been authorised by BGPC.

79. **Potters Mede Pavilion (Contiued)**

There are now 3no design options on the table for consideration:

Plan A – 14-bay square design

Plan B – 9-bay rectangular design

Plan J – Cllr Bailey's proposal for a steel-framed building with provision for a sports hall (no drawings yet available)

During discussion, concerns were raised about Plan J: its large size on greenbelt land; future running costs and need to show evidence of the demand for a sports hall.

AGREED to hold an informal meeting of all Cllrs in the Parish Office 7.30pm Tuesday 14 September 2010 to give the project further and full consideration

A meeting with Thurston Building Systems will subsequently be arranged.

Future proposals for community-use sports halls at Wrotham School will be established.

All

VMcW

80. **Whitegate Field**

(i) KCC will be completing preparation of the ground for football in the next few days

(ii) New football posts are due to be delivered this week therefore the storage container needs to be cleared of unwanted items as soon as possible (iii) Potters FC will be asked to mark out the pitch, install sockets and arrange for them to be FA-tested

(iii) RESOLVED that the fee for use of Potters Mede for the season is £150/pitch with a further £150/season becoming due if/when Whitegate Field is used on any occasion as an additional pitch to Potters Mede.

Further attention was given to the letter from Potters FC. It is understood that permission would not be granted for any storage or changing facilities on Whitegate Field. Potters FC was thanked for their offer to support and work with BGPC in the enhancement of recreational facilities.

81. **Grounds Maintenance**

(i) RESOLVED to hire a 9/10yd skip at the Rec. Gd for removal of rubbish during a dry spell.

(ii) clearance of brash adj to tennis courts will be placed in the hired skip

(iii) RESOLVED to purchase 2no galvanised wheelbarrows @ £45 appox. and a petrol-driven hedge-trimmer max. cost £275

(iv) RESOLVED to accept a quotation from Wicksteed Leisure in the sum of £563.20 +VAT for repairs to the 'Sit-in Pony' play equipment, provided that a new unit is more than £100 more.

(v) Cllr Taylor will carry out repairs to safety surfacing

(vi) AGREED to remove the water fountain and place in hired skip .

(vii) Cllr Taylor has carried out repairs to Ball Park

(viii) All Cllrs had received copies of a report from MVCP on the Woodland Walk. Cllr Willsher gave further information. AGREED that the only area of BGPC land identified as needing attention is the south section of path: the grounds staff will be instructed to clear during the winter months

(ix) RESOLVED to accept a quotation from J Lawrenson in the sum of £245 for hard-cutting of hedge adj to Bowls Club

(x) AGREED to approve a request from BGJFC to hire the Recreation Ground for football Saturday mornings and Sunday afternoons this season .

(xi) Consideration was given to a request from BGJFC to install a key safe in the Memorial Pavilion. AGREED that in the interest of security this could not be approved but a second set of keys can be made available on the understanding that no duplicates are cut and the Clerk is advised and updated of the designated key-holders.

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82. **Street Lighting**

(i) RESOLVED to accept a quotation from SEC in the sum of £832.41 + VAT for repairs to columns in Dryland Rd (Bowls Club entrance) and o/s 11 Crowhurst Road.

(ii) A quotation from EDF for supply changeover to new columns o/s 8 Dryland Road & 18 The Avenue is still awaited

(iii) The new column in Station Road will be scheduled for supply installation/connection as soon as EDF receive advance payment. RESOLVED that the payment of £1044.58 be made.

(iv) AGREED to request a quotation for relocation/replacement of a badly-sited column o/s 20 Tilton Road.

83. **Cheques for Signature**

Payments as listed and circulated to all Cllrs.

£2346.55	Staff salaries:
£575.17	KCC – Superannuation August 2010
£60.00	J Stephens – Websites maintenance August 2010
£59.00	T&MBC – Rates, Memorial Pavilion September 2010
£222.22	SEC – Street lighting maintenance August 2010
£341.64	EDF – street lighting supply, July 2010
£341.84	EDF – street lighting supply, August 2010
£224.72	Wrotham PC – Skate park maintenance July 2010
£22.48	Kent Aluminium – Maintenance materials, Red. Gd & P Mede
£687.19	SEC – New street light installation, Station Road
£687.19	SEC – Replacement street light installation, o/s 8 Dryland Road
£687.19	SEC – Replacement street light installation, o/s 18 The Avenue
£64.28	SEC – 2no Street lights repair, Fairfield Road
£14.70	EDF – street lighting supply, Rec. Gd.
£107.49	KCC – Supplies P Mede, Rec Gd., Office
£619.65	BGVHMC – Hire of hall, Pop-In July – Oct. 2010
£1044.58	EDF – street lighting supply installation, new street light Station Road
£150.00	T&MBC – contribution towards preparing licence for Whitegate Field
£599.75	T&MBC – contribution towards Playscheme 2010
£126.90	LTSB Commercial Finance Ltd for Nordic Pioneer Ltd – Graffiti Liquid Wipes
£64.96	Cash – Rec Gds/ Imprest reimbursement
£22.45	Neale Dataday Ltd – Office diary 2011
£582.87	Wicksteed Leisure Ltd – See-saw mechanism rebuild kit

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

84. **Parish Plan**

A Councillor's suggestion was received to: 1. Withdraw support for the Parish Action Plan submitted in April 2005 to the Local Development Framework on the grounds that it may not accurately represent public opinion 2. Commence the preparation of a new Plan 3. Send a statement to T&MBC (as proposed draft sent to all Cllrs prior to the meeting) regarding the Parish Plan and Isles Quarry West 4. Support the statement by T&MBCllrs Evans and Mrs Murray in calling for the LDF policy on IQW to be revisited 5. Accept a pledge from the councillor "to remove all controversial material from his websites forthwith and undertake to cease personal attacks at BGPC meetings, in public, in the media or on his websites". Chairman queried the status of a current complaint to the local Govt. Ombudsman and suggested that the member concerned be asked to leave the room whilst this item be discussed. The meeting was advised by the councillor that the complaint had been struck out. It was RESOLVED that the proposed pledge regarding a website could not be accepted in the context of the other matters being considered under this agenda item. There then followed considerable discussion about the need to revisit and update the Parish Plan and Action Plan (Cllrs Mrs Farina and Mrs Howden left the meeting shortly after the start of these discussions) and the statement of Borough Cllrs on the LDF policy on IQW. Cllr Mrs Murray gave further information and stressed that they had only asked T&MBC to consider two specific matters (a) density of housing (b) traffic management. Chairman proposed that the statement be supported and this was RESOLVED. Cllr Taylor then proposed that he withdraw his original statement and he read a revised proposed draft statement to T&MBC to which further amendments were made. RESOLVED that Cllr Taylor circulates the statement to all members for agreement before submission to T&MBC by the Clerk. AGREED that Cllr Taylor will furnish all members with copies of the work he has done so far in updating the Parish Plan.

Cllr Mrs McWilliam left the meeting.

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85. **Borough Green Character Area Appraisal**
Some members attended the presentation of initial findings by T&MBC's on 17.08.10 and put forward their own individual comments. AGREED no further comments from BGPC at this stage. The draft Appraisal will be reported to T&MBC's Planning & Transportation Advisory Board on 17.11.10.
86. **Salt Bins**
All members had received a report from Cllr Taylor on suggested locations for 12no salt bins: six were prioritised and site agreements noted. Types and costings were detailed. Noted that the sites will not meet requirements for KHS to provide the bins. Salt bins will be discussed at the next PPP meeting when it will be known whether KCC/T&MBC can supply the salt at a cheaper rate. Subject to the foregoing, RESOLVED to purchase 6no 400 litre bins at a total cost of £1061 including 1no spreader + enter into an arrangement with Kent Aluminium for bulk salt incl storage @ £110/tonne. Cllr Taylor will continue to progress.
87. **Thong Lane Naming** AGREED to ask Tonbridge & Malling Borough Council to give consideration to reinstating the name 'Thong Lane' to the whole length of the highway between the Quarry Hill Road roundabout and the Mill Lane cross roads.
88. **Written reports from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report**
No written reports.
It is understood that there will be some change of Police Officers covering Borough Green later this year.
89. **Future dates**
(i) Date of the next Meeting Monday 4October 2010 in The Annexe to The Church of the Good Shepherd. Immediately prior to the meeting there will be a period for public consultation commencing at 7.30 pm and lasting for a maximum period of fifteen minutes.
(ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 2 October 2010 10 – 12 noon
90. **Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960**
Chairman RESOLVED that the press and public be excluded from the remainder of the meeting during consideration of any items the publication of which would disclose exempt information
Staff matters: CRB checks will be arranged for all grounds maintenance staff + Clerk.

The meeting closed at 23.20 hrs.

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MY/CW