

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 6 October 2003 at Potters Mede.

Present: Cllr J McWilliam (Chairman), Cllrs C Brinkley-Willsher, D Holcroft, B Hughes (7.55pm), Mrs S Murray, C Palmer, M Taylor, Mrs B Woodhams  
 Apologies: Mrs J Lucas, C Cllr Mrs V Dagger, T&MCllrs Mrs J Harrison, D Evans.

There was one member of the public in attendance.

Cllr Mrs Murray declared an interest in all planning applications and did not take part in any related discussions.

70. **Minutes** of the meeting 1 September 2003 were signed as a true record.

71. **Matters Arising**

57. Cllr Mrs Murray has tried to liaise with Police but, so far, they have not been available.

Agreed to write to KCC expressing concern that, due to recruiting difficulties, Police are often not available other than for responding to 999 calls.

60. Cllr Mrs Murray reported on recent competition. Borough Green was commended for the 'Older People' category. Chairman will write to KRCC expressing disappointment that other areas have not been recognised and concern about organisation of visits by judges. Agreed that the Parish Council will not be entering in future years.

63. It was reported that RMC have been advised of presence of Japanese Knotweed on their land.

64. Cllr Mrs Murray and Cllr Taylor reported on a very positive and well-attended meeting of the Traffic Action Group. A demonstration march will be held in the village on 10 October 2003. Noted that a planning application from Celcon has now been registered with KCC which is relevant to the construction of a bypass. Also noted: apparent KCC change in policy re 'A227' bypass, rather than 'A227/A25', and traffic calming on A25: Chairman will write letter of objection to KCC and express extreme concern that the Parish Council was not officially advised.

72. **Planning Matters to Hand:-  
 Pre-Meeting**

TM/03/2446 5no houses - r/o 2 Maidstone Road. Objections: 1. Over-intensification of site. 2. Concern about impact of additional traffic onto A25. 3. Close proximity to junction & pedestrian crossing, on strategic route, considered dangerous. 4. Concern about possible past contamination of site.

TM/03/2682 3no houses - adj 34 Maidstone Road. Objections: 1. Proposal out-of-keeping and inappropriate. 2. Inappropriate use of materials. 3. Extreme concern about close proximity to recreation amenities and impact of existing and future tennis facilities on house elevation. 4. Surprised that, as landowners, notice of intent has not been served on the Parish Council.

TM/03/2796 Slab levels - 21/25 Sevenoaks Road. No observations.

TM/03/2797 Surface & foul water drainage - 21/25 Sevenoaks Road. Observations: regular cleaning of Poly-channels is imperative to prevent flooding. Obligation must be put upon developer/owners.

TM/03/2801 Signage - 20/22 Western Road. Observations: 1. 6m sign is too high and potential distraction to motorists. 2. Illumination should be during trading hours only.

TM/03/2811 Extension - 144 Maidstone Road. No observations.

TM/03/2885 Contamination investigation - 21/25 Sevenoaks Road. Observation: Proposal to construct impermeable membrane below slabs of habitable properties supported.

TM/03/2911 Tree surgery - 6 Staleys Acre. No observations.

TM/03/3033 LBA, extension - Grooms Cottage, Basted. No observations.

TM/03/1566 1no dwelling + replacement garage r/o 89 Station Road - revised design. Objections: PC remains concerned about access/egress for an additional property behind Station Rd. Existing narrow entrance and ill-designed private roadways already overburdened. Station Road unable to cope with additional traffic.

Action

**SM**

**JMcW**

**JMcW**

**Planning Matters (Continued)**

Pre-Meeting (Continued)

TM/03/2254 New roof + extension - 105 Maidstone Road. No objections.

TM/03/2565 Roof extension - 74 Western Road. No observations.

Meeting

TM/03/2841 Demolition of existing bldg & construction of 2no dwellings - 1 The Lawns, 153 Maidstone Road. Objections: 1. Exit onto strategic road unacceptable. 2. Intensive development east of Crow Hill road is inappropriate.

TM/03/3086 1no dwelling - r/o 31/32 Normanhurst Road. Observations: 1. Concern about impact of additional development on a Quiet Lane. There is already concern about the slow degradation of the 'Quiet Lanes' policy and the characteristics of Crouch Lane need to be protected. 2. Given the lack of resolution on the Showmen's site in Crouch Lane, there is concern about the conjunction of large vehicles and domestic vehicles in what is a Quiet Lane. 3. Concern about impact on neighbouring property in Crouch Lane.

TM/03/3081 Extension - Grooms Cottage, Basted. No observations.

Decisions

TM/03/0099 Loft conversion - Waterside Cottage, Basted. Permission granted.

TM/03/0825 Conservatory details - r/o Borough Green House. Permission granted.

TM/03/2104 Replacement conservatory - 38 Lingfield Road. Permission granted.

TM/03/2117 Extension - 64 Fairfield Rd. Permission granted.

TM/03/2254 Extension & roof alteration - 105 Maidstone Rd. Permission granted.

TM/03/2262 Window details - Unit 9 Bourne Enterprise Centre. Details approved.

TM/03/2415 Demolition of part of extension + new dwelling - r/o 1 Sevenoaks Rd. Permission granted.

TPO BG 1-2003 5 Quarry Hill Road. TPO granted. - letter from interested party received: gives historical information about the tree.

TM/93/305 Details of restoration and aftercare scheme - Borough Green Sandpit. Details approved.

TM/02/3627 & TM/03/2262 Window details - Unit 9 Bourne Enterprise Centre. Breach of planning control found: T&MBC taking action.

TM/94/1054 Workshop premises, Stangate Quarry. T&MBC investigated alleged breach of planning control - no breach of control found.

There were no matters for public consultation.

73. **Oral Reports from Members and Clerk**

Cllr Mrs Murray: A request that drawings in connection with new planning applications be displayed prior to commencement of meetings and minutes of Parish Council meetings be made available to members within two weeks, agreed.

Further agreed that Chairman will progress acceptance of tender for resurfacing Potters Mede car park and quotations will be obtained for replacement fire doors and new concrete apron, Potters Mede.

A report on a recent liaison meeting with RMC was received. Noted that infilling is likely to commence in approx 12 months times: an Open Day may be held and a related Liaison Group may be formed.

A successful site visit to Stangate Quarries was made.

Cllr Palmer reported on proposed de-silting of Basted Mill Pond: details of estimate are being clarified. Noted: all participating parishes have agreed to extra funding this year in support of a grant application; coppicing works will be undertaken this autumn.

Cllr Taylor reported on meetings in connection with the Skate Park. Platt PC has expressed a serious interest in joining this project and there may be some support from Ightham PC. All Cllrs were given copies of a written proposal. Agreed that labour costs will be added - to prepare a final budget price for construction - and, subject to approval of the participating parishes, Wrotham will submit a planning application. Agreed that there must be further joint meetings to identify all associated issues/ costs.

JMcW

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

Cllr Mrs Murray left the meeting.

Chairman is consulting with RMC about possible release of land for a burial ground.

JMcW

Lights in Quarry Hill Rd and the blocked gully outside the Baptist Chapel need attention. T&MBC has advised that down-lighters are no longer required for the pedestrian crossing opposite the Recreation Ground. The Parish Council will ask for this to be reconsidered. Temporary road closure Basted Lane, Platt noted. Reply from T&MBC re dog fouling signs, Woodlands Estate noted.

Councillors' Information Day and invitation to launch of new premises of Malling Volunteers noted.

74. **T&MBC Summer Playscheme**

All members were given copies of a report on the 2003 Playscheme. Agreed that Potters Mede will be made available next year.

75. **SE England Regional Assembly - Regional Minerals Strategy: Consultation Draft**

Copies of the document were given to all members. Any comments will be reported to the next meeting.

All Cllrs

76. **Kent Highways - Draft Highway Maintenance Plan**

Copies of the document were passed for circulation. Any comments will be reported to the next meeting.

All Cllrs

77. **T&MBC Local Development Framework - Issues Report**

Copies of the document were passed for circulation. Any comments will be reported to the next meeting.

All Cllrs

Cllr Palmer left the meeting.

78. **Traffic Speed Camera, Borough Green**

Chairman reported. Noted that a fixed camera is to be installed on the A227.

79. **Village of the Year Competition**

As reported under 'Matters Arising' 60.

80. **Draft Urban Capacity Study**

Cllr Hughes reported on the document received from T&MBC. Identified potential sites for housing in Borough Green noted. Document passed to Chairman.

81. **Vital Villages**

The questionnaire has been prepared. An all-inclusive quotation for printing + envelopes + collation from Highland Printers, Seal in the sum of £545 was received. Chairman proposed that this be accepted. Agreed. Chairman has prepared an explanatory article for 'The Voice'. Completed questionnaires to be returned during November. The consultant will carry out an analysis during December.

82. **Youth Groups - Borough Green & Wrotham**

Agreed that a representative from 'The Joint' will represent Borough Green at meetings with Wrotham: Chairman will advise Wrotham Parish Council.

JMcW

83. **BGPC - Financial Regulations**

Copies of draft regulations had been given to all members. Cllr Hughes proposed that they be adopted. Seconded by Cllr Brinkley-Willsher. Agreed.

84. **Requests for Financial Assistance:**  
**Borough Green Village Hall:** A letter requesting a grant of £1000 towards CCTV will be considered by the Finance Committee this week.  
**Chamber of Commerce Lights Cttee.** Cllr Mrs Woodhams proposed that a grant of £600 towards Christmas lighting be made, all as previously agreed. Seconded by Cllr Palmer. Agreed.
85. **T&MBC Financial Arrangements with Parish Councils 2004/2005**  
 Cllr Taylor had given all members copies of a presentation document for the proposed refurbishment of the Recreation Ground pavilion. Agreed that this, along with other items for possible grant application, will be considered by the Finance Committee later this week. Further agreed that Cllr Taylor must declare an interest at the Finance Committee meeting when the Pavilion and Skate Park budget arrangements are being considered.
86. **Recreation Grounds:**  
**Teen Shelter, Rec.Gd:** £3,200 has been received as Sect. 106 payment - Borough Green House. Cllr Taylor reported feedback from young people re provision of a 'Teen Shelter': Noted that they would prefer to have picnic benches. After discussion, Chairman proposed that 4no benches + 4no litter bins be purchased and installed at a cost of £2864 + VAT + installation costs. Agreed.  
**Height Barrier, Potters Mede:** Letter from a resident read. Agreed to seek advice from T&MBC re. height of barrier and then consider repair/replacement to provide a more substantial barrier.  
**Recreation Ground Tree Surgery:** A letter from a resident was read: noted that recent work to tree r/o Black Horse Mews is still considered unsatisfactory. Agreed no further work will be undertaken but resident is entitled to cut back branches overhanging his property.  
**Borough Green Football Club:** A request to transfer senior club play to the Recreation Ground was received. After discussion the request was not agreed, as the facilities are unsuitable for the club's purpose and councillors wish to continue with their policy to encourage family use of the Recreation Ground.
87. **Cheques for Signature**  
**Auto-Pay**  
 R Springett - Asst. Groundsman 1/9 - 30/9/03  
 H Damiral - Clerk September 2003  
 W Austin - Caretaker/Groundsman 1/9 - 30/9/03  
 £317.00 T&MBC - Rates, Potters Mede October 2003  
 £212.82 Seeboard - Street lighting maintenance, October 2003  
 £168.49 Seeboard - Street lighting supply, August 2003  
 £168.49 Seeboard - Street lighting supply, September 2003  
 £16.38 Kent Aluminium - Maintenance materials, PM & RGd.  
 £173.88 BGVHMC - Hire of hall Pop-In Aug -Dec 2003  
  
 £121.07 Supplies Team - Office supplies (replacement of KCC chq. listed last month)  
 £249.80 H Damiral - Petty cash + telephone rental, July - Sept.  
 £80.00 J Stephens - BGPC website: interactive form for Parish Plan  
 £50.00 P&T Plumbing - Repair o/s tap, Potters Mede  
 £817.56 Inland Revenue, PAYE/NI July - Sept 2003  
 £1325.19 KCC - Superannuation contributions April - Sept 2003  
 £15.00 J McWilliam - Reimbursement for collection boxes, Vital Villages questionnaires  
  
 Proposed by Cllr Hughes, seconded by Cllr. Brinkley-Willsher that the above cheques be paid. Agreed.
88. There were no matters for discussion in committee.

Action

Fin Cttee

Fin Cttee  
MT