



Clerk: Mr Bernie Galopin

Tel: 07568536405

Email: [clerk@boroughgreen.gov.uk](mailto:clerk@boroughgreen.gov.uk)



Established 1934

PO Box 635

Sevenoaks

TN13 9UX

[www.boroughgreen.gov.uk](http://www.boroughgreen.gov.uk)

Minutes of the meeting of **Borough Green Parish Council** held in Borough Green Village Hall on **Monday 8th January 2024** starting at 1930. The meeting was not recorded.

**Present:** Cllrs Taylor (Chairman), Cllrs Butterfill (VC), Millener, Simpson, Rawsthorne, Ramsden (2000), Thrush, & Cllr Rayner (KCC) , & the Clerk. There were no members of the public.

**170. Apologies for Absence .** Cllrs Reading, Shaw & Palmer (TMBC)

**171. Declarations of Interest - None**

**172. Minutes of the meeting 11th December 2023 - Agreed**

**173. Matters Arising** - Chairman noted 4x4 Santa success, and thanked Cllr Butterfill and SE 4X4. Noted donation of spare chocolate packs to Platt and COGS Church. Cllr Simpson had circulated pictures of the Foodbank parcels going out, and Chairman thanked Cllr Simpson and his team for supporting 31 local families during these difficult times.

**174 Submissions by County and Borough**

Cllr Rayner noted KCC's ongoing financial difficulties, and highlighted future problems at Dover once the EU begins fingerprint and photo checks in October. Border delays have already led to a 20%+ decrease in accompanied freight. Chair moved item 177(v). Cllr Rayner reported on discussions with BAM, the Wrotham School developer, about use of Potters Mede Carpark as temporary materials handling area for the new build that would result in resurfacing of the carpark. Members agreed the Chair should attend discussions and report back.

**175 Planning Matters**

(i) To note Planning Notices as circulated

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

**23/01983** 33 Normanhurst Rd, new summer house, conversion of existing garage to gymnasium with associated raising of the garage roof and additional window openings - **Closed APPROVED**

**23/03052** 29, High Street Replacement of existing rear lean to with larger single storey and change of use of first and second floors from commercial to residential with the addition of roof extension, concerns about parking

**23/03140** 162, Maidstone Road **LDC** solar panels installations and all associated works

**23/03098** Longmeadow Farm, Crouch Lane, **LDC** Existing: Mobile home- existing dwelling for over 10 years

**23/01946/RD** 24 The Avenue Conditions- slab level, parking, landscape re app 23/01476

**23/03172** 64A Sevenoaks Rd, Part two/one storey side & Rear extensions, detached garage

**23/03421/3** 1 The Close Prop external wall/roof insulation existing side extension, dormer and int alterations  
No observations on any application

**176 Potters Mede**

(i) Update -Storage Container Grant application in June, WKRG £4k January applied to CCTV upgrade

(ii) Youth Engagement Initiative - to note encouraging Christmas Report.

(iii) Clerk reported on the success of the Counselling Group we were supporting at PM, now 16 members.

(iv) Woodland Walk trees down - removed

**177 Recreation Ground**

(i) Pavilion Dead Tree Hazard- planning agreed, Tree felled by owner

(ii) Black Horse Mews - subsidence. Awaiting more info - Meeting with resident 12th Jan

(iii) Bowls Club Lease - Letter of intent allowing outside group hires to augment income- meeting - discuss pitfalls and liabilities, Concerns about possible noise from late departures. /cont

6th February 2024

/cont

- (iv) Surfacing Play Area - Eibe complete, still some puddling to be investigated
- (v) Annual Safety Inspection ordered

#### **178 ASB & Community Issues**

- (i) Village Hall discuss power to Public Toilets, Chair to speak to VHMC
- (ii) Charity Policy Draft to comply with S137 review for next meeting
- (iii) ASB Bowls Club - no damage. Police to carry out local investigations into underage drinking and vapes

#### **179 Village Enhancements & Green Spaces**

- (i) Isles Quarry East - Final Completion see Warner invoice. Cllr Simpson reported trees down at IQE, Clerk to advise groundsman.
- (ii) LS - flail mowing Harrison Rd to be done - contacted
- (iii) Baptist Historic Mile Marker A25 Maidstone Rd- clean & paint- agreed
- (iv) Surgery Carpark Proposal - positive responses to consultation.

#### **180 Financial Matters**

- (i) Responsible Financial Officer's report
- (ii) Bank Reconciliations & Balance 31 December 2023 Bank Bal **£206,311.12**
- (iii) To approve Payment List as circulated.(Appendix 1) Prop Chair, 2nd Cllr Butterfill  
Invoices checked : Chair & Cllr Rawsthorne
- (iv) Voice magazine subsidy - some discussion about MP's column - £300 pcm agreed, but to be reviewed
- (v) Charity donation - Beams - Ratified
- (vi) Warners Final invoice - IQE completion - Agreed
- (vii) Co-op grant £1553.70 - to be applied to Playground repair costs - Noted
- (viii) Charity Accounting Course - online £95 - Agreed
- (ix) Van damage insurance claim £150 excess windscreen - noted
- (x) £100 donation to Crisis - Noted and thanks to the Staff's fundraising
- (xi) NPower refund £7186.39 + £160 compensation. Apply to Solar Project - Agreed
- (xii) KALC/KCC Health. This generated a wider discussion about Community benefits like Lunch Club, Social Prescribing and the like. BGPC have always been proactive in Community Ventures, and will continue
- (xiii) VAT refund £19,717.09 - Noted

#### **181 Website & Social Media** (i) No Report

#### **182 Neighbourhood & Local Plans**

- (i) Updates on Local Plan and Neighbourhood Plan. Cllr Rawsthorne gave a brief update, and it was agreed to proceed but cautiously, recognising the value of an updated Village Plan. "Dummy" plan to be circulated.

#### **183 Highways & Streetlighting**

- (i) Streetlighting - report and ongoing LED Conversions - Power charges £4,450 + Vat. to do the last 10 lanterns. The energy savings will be around 70% Monthly NPower is £1164, x12 annual £13968. 70% saving = £9777.60
- (ii) Solar power & Batteries, PM and VH + Toilets - seeking 3 quotes, suggest funding from grant aid + Streetlight savings + NPower refund - Chair/Clerk to progress quote requests and grant applications, AGREED

#### **184 Quarries & Landfills**

- (i) Cllr Millener reported his concerns about noise from H+H Celcon, but the Parish Council needs hard independent evidence to take action, and has in the past authorised funds for a consultant. Cllr Millener authorised to carry out local survey of residents, and report back

#### **185 Councillors Reports from outside Bodies** (max 3 min)

- (i) D-Day 80 - 6th June 2024. Lunch Club Celebration. Evening Rec Pipe band, barbecue and Beacon lighting at 21.15- earmark £1500 for bunting, flags etc. Cllr Millener to arrange WW2 sounds
- (ii) BGPC pin badges 30 £195 + vat from Chair's Allowance. Cllr Butterfill suggested name cards at meetings - Chair to progress for next meeting

6th Feb 2024

- (iii) Jackie has stood down as BGVH Booking Sec after 12 years. New contacts are: [bookings@boroughgreenvillagehall.co.uk](mailto:bookings@boroughgreenvillagehall.co.uk) and the phone number is 01732 646040.
- (iv) Potholes Harrison Rd land - one near Scouts repaired, Harrison entrance when weather improves
- (v) Adrian Stanfield has been appointed temp CEO at TMBC
- (vi) CAB Drop-in - perhaps liaise with surgery etc and get Social prescribing off the ground- see 180 (xi)
- (vii) Friends of the surgery had been in touch re BG Surgery joining wider area group. Chair Clerk to liaise


**186 Future Dates**

(i) **Date of next meeting 1930 5th February 2024**

At all other times contact the Clerk using the details above

There being no further business Chairman closed the meeting at 21.16hrs

**187 Exclusion of Public and Press:** Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960- No Part 2 matters



6th February 2024

**APPENDIX 1 PAYMENTS**

**BGPC PAYMENTS January 2024**

	£
<b>Staff Costs</b>	
Staff Salaries (TBC)	5125.40
HMRC	1912.82
KCC Pensions	2323.65
<b>BACS Payments</b>	
Nu Venture, inv 2973 (Dec)	833.00
SHS Hygiene, inv 45675	694.32
Astra Security, inv SI-107726	30.00
BGVH, inv 4/22 (rent)	750.00
Streetlights, inv 14141	5340.00
Warners Solicitors, inv 3021047	3197.40
National Windscreens, inv 1331YY124	150.00
Commercial Services, inv LS208416	264.00
Expenses - Bernie Galopin	10.00
Expenses - Bernie Galopin	139.00
Expenses- Barry Glew	76.23
<b>DD Payments</b>	
Zen Internet	13.79
TMBC Rates	57.20
Bank Charges *	22.70
Npower* - streetlighting	1164.04
Npower* - public convenience	300.00
EDF (PM)*	200.00
EDF (RG)*	35.00
Castle Water*	120.25
Castle Water*	17.60
Vauxhall Finance	544.80
<b>Total</b>	<b>23321.20</b>
NB: Receipts during Dec 23 (exc bank transfers)	30742.43
<b>TOTAL BALANCES at 31/12/2023</b>	<b>£206,311.12</b>
<b>Checked &amp; Signed: Cllrs Taylor &amp; Rawsthorne</b>	

