

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 3 September 2012 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs M Taylor (Chairman), C Dobson, Mrs S Gould, G Harrington, S Millener, Ms P Moorecroft, S Perry, T Shaw and M Yianni,

There were no members of the public in attendance.

80. **Apologies** for absence received from Cllrs L Chown, H Willard and T&MBCllr Mrs Murray

Action

81. **Declarations of Interest**

In the course of normal business being conducted 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.

82. **Minutes of the Meeting 6 August 2012**

All members had received copies of the minutes.

Present: delete 'T&MBCllr Mrs Murray'. Item Apologies add 'T&MBCllr Mrs Murray'
RESOLVED that the minutes be amended, accepted and signed as a true record.

83. **Matters Arising**

65(vii) TM/11/02591/FL Basement 49 High St – noted that a condition has been imposed re kitchen air extraction. T&MBC has acknowledged that the impacts of new takeaways needs to be assessed and controlled.

66 Localism Conference. Noted that the date has been changed to 29 September 2012.

66 National trust 'Pride of Kent' event: Cllr Shaw is unable to attend. Any other Cllr wishing to attend should contact the Clerk.

67(ii) P Mede Ground Improvements: It was suggested that there may have been a potential breach of The Code of Conduct as Cllr Willard is a member of PME. AGREED that it is up to individual members to declare an interest.

76 Websites: It was suggested that there may have been a potential breach of The Code of Conduct as Cllr Taylor is the owner of another local website. Noted.

MY

84. **Period for Public Consultation**

None

85. **Planning Matters**

(i) **Decisions** None

(ii) KCC/TM/0280/2011 variation of condition requiring removal of substation and restoration of land on cessation of electricity generation at the gas utilisation plant - Stangate Landfill Site and

(iii) KCC/TM/0282/2011 Retention of gas utilisation plant until 31.07.25, installation of Vykson landfill gas engine, low calorific flare, retention of site offices and landscaping - Stangate Landfill Site. There was some discussion including previous concerns about noise impact. Acoustic fencing and voluntary reduction in noise limit noted. Agreed to leave to the expertise of the planning authority but 'before & after' measurements/findings of the soil investigation will be requested.

(iv) TM/12/02518/FL Single/part 2-storey extension – 5 Dryland Road. No observations.

(v) KCC/TM/0293/2012 Installation of additional silo for recycled block material – Celcon, Ightham Sandpits. Additional comments (re description) from KCC were read and noted. There was considerable discussion. Chairman had circulated a proposed draft response. Cllr Perry gave further information. Amendments to the draft response were agreed. Chairman will amend response and will circulate it to all members prior to submission. Copy to T&MBC with request for their comments, particularly with regard to air quality.

(vi) TM/12/02462/FLX Extension of time on planning permission TM/09/00812/FL residential development of 24-26 Wrotham Rd. Previous concerns about vehicle noise and insulation measures were reiterated: application must meet current noise levels legislation

(vii) Red Lion, Sevenoaks Rd - LBA conversion into 2no dwellings + possible wider site redevelopment: Chairman will meet with T&MBC and KHS later in the week to discuss suggested roundabout and traffic issues.

86. **Correspondence**

Noted:

Kent Can Regular newsletters and funding alerts (copies to all Cllrs)

KCC Regular Trading Standards alerts (copies to all Cllrs)

Rural Services Network newsletters (copies to all Cllrs)

Correspondence (Contd)**Noted (Contd):**

T&MBC Defra acceptance of conclusion of Detailed Assessment Report declaring A25/High St/Western Rd triangle an AQMA (copies to all Cllrs).
 KALC T&M Area Cttee mtgs: Agenda 23.08.12 + minutes 26.04.12 (copies to all Cllrs)
 MAP Ptnrship JPCTCG mtg 20.09.12 Kings Hill 7.30pm (copies to all Cllrs)
 KALC Presentation skills training event 11.09.12 Faversham (copies to all Cllrs)
 KCC Monthly bus updates May – July (copies to all Cllrs)
 KALC Social Care White Paper & Changes to simplify RIDDOR consultations (copies to all Cllrs)
 T&MBC 3rd Paralympic event at Brands Hatch leaflet (copies to all Cllrs)
 Action with Communities in Rural Kent Annual mtg 13.09.12 Elham
 Gatwick Airport Ltd Refinements to replace the current standard departure routes from the airport: consultation – available at www.gatwickairport.com/prnav
 T&MBC PPP agenda 06.09.12 (copies to all Cllrs)
 Skate Pk Cttee Inspection report July 2012 (copies to all Cllrs)

Kent Men of the Trees All Cllrs had received copies of the competition inspection report. Chairman has passed on relevant information to other landowners mentioned. Chairman will give consideration to possible relocation of cherry trees in the Rec Gd and report to the next meeting.

Chairman will seek opinions of householders in Borough Green Rd re possible tree planting on east boundary of P Mede. Future consideration may be given to additional planting in the NW corner of Potters Mede to extend the woodland walk.

KALC Advance notice of Finance Conference Sat 20.10.12. (copies to all Cllrs) Noted

KDAONB Countryside Day invitation 12.10.12. (copies to all Cllrs) Noted

T&MBC Abolition of council tax benefit and introduction of local council tax reduction scheme – Information Pack received (copy letter to all Cllrs) + notices displayed on boards. Chairman will report to the next meeting subsequent to discussion at the PPP mtg 06.09.12

KCC Legal Services Contracts & Procurement Conference 02.10.12. (copies to all Cllrs) Noted

KCC Salting routes map available at www.kent.gov.uk/saltingroutes/map (copies to all Cllrs) Noted

87. Potters Mede Ground Improvements

- (i) Chairman gave a progress report and advised that the contractor's work has been very impressive. Some saving has been made on the amount of sand mix required which will pay for ground levels around the pavilion to be raised appropriately. Thanks were expressed to the Chairman for his daily site inspections.
- (ii) RESOLVED to approve an interim account from Hugh Pearl (Land Drainage) Ltd in the sum of £52,552.72 + VAT.
 AGREED that PME will settle a small proportion of the outstanding balance to clear their funds.

88. Potters Mede Pavilion

- (i) Chairman gave a progress report: RESOLVED that the second payment for exterior doors will be released when problems with cills and seals have been rectified.
 In the absence of other specialist contractors expressing a willingness to tender, Chairman proposed that an estimate from Maycock & Bennett in the sum of £14,000 + VAT (Cllrs had all received copies) for all plumbing works be accepted. RESOLVED. The architect will issue an appropriate Variation order to the contract. Noted that the welfare cabin has now been removed from the site as the contractor has erected a site shed with facilities.
- (ii) Emergency water supply works were required and all councillors were consulted. Chairman gave full details. The extra costs of £2,360 + VAT have been included in the current invoice from Maycock & Bennett. RESOLVED to ratify this action.
- (iii) All Cllrs were invited to attend a meeting of the Potters Mede Working Group 10am 15.09.12 in the Parish Office to discuss a renewable heating system.
- (iv) Chairman advised that expenditure to date is £220,221 + VAT
- (v) RESOLVED to approve a stage payment of £3036.20 + VAT to Maycock & Bennett for work to date.
- (vi) RESOLVED to pay the subsequent stage payment to Maycock & Bennett Ltd not exceeding the sum of £11152.05 + VAT on 14.09.12 and on receipt of written certification by the architect and Chairman that the work has been satisfactorily completed and the payment recommended
- (vii) Previously approved payments to ACE Services and EA Services (SE) Ltd will be released when Authorised.

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All

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Potters Mede Pavilion (Continued)

- (viii) All Cllrs had been notified of the estimated cost of plastering work: £30,000 approx. RESOLVED to pay a subsequent stage payment to Maycock & Bennett Ltd not exceeding the sum of £9,120 + VAT to cover plastering work up to 01.10.12 on receipt of written certification by the architect and Chairman that the work has been satisfactorily completed and the payment recommended. Before doing so, Chairman will ensure that the above estimated charge for plastering work is a fair price: he will consult with Mr Lockyer and Kent Drywall in this connection.

MT

MT

89. Recreation Ground

- (i) RESOLVED to purchase 4no galvanised dustbins to use as liners for wood rubbish bins at a cost of £16.60 each + delivery.
- (ii) The possible future formation of an open-air circuit training club was noted. Chairman gave further information.
- (iii) Concern was raised about the amount of dog fouling taking place at the Recreation Ground. Whilst many dog owners act responsibly in completely removing waste, if others do not comply the council may have to consider taking the extreme action of banning dogs from the site. Chairman will write a report for The Voice.

MT

90. 2005 Parish Plan

- (i) The full Barrister's Opinion has not yet been received.
- (ii) No further action at present

91. Audit of BGPC Accounts 2011/2012

All Cllrs had received copies of the report from the Audit Commission: there are no matters for attention. Thanks were expressed to the Clerk. Notices of completion of audit have been displayed.

92. Office Equipment

Clerk advised of 2 alternative HP desktop computers, screen, software and installation each totalling £950 + VAT approx. RESOLVED that the chosen one be purchased but with 64 bit specification processor required Further AGREED to delay actual purchase until the end of 2012, when the Clerk will not be quite so busy with work associated with the Potters Mede rebuild.

93. Borough Green Websites

Some updates are required. Clerk advised that the webmaster relies on information received from the council and newspapers.

94. Cheques for signature**BACS:**

£368.53 E-on – street lighting supply, July 2012
 £4788.00 Maycock & Bennett Ltd - Potters Mede construction works w.e. 24.08.12
 £2854.80 Staff salaries August 2012
 £528.22 KCC - Superannuation July 2012
 £60.00 J Stephens – Websites maintenance August 2012
 £875.10 SE Contracting – Replacement street light, Fairfield Rd
 £52.15 EDF – electricity supply, Memorial Pavilion
 £48.49 Kent Aluminium Ltd – maintenance items Rec Gd/P Mede
 £3643.44 Maycock & Bennett Ltd - Potters Mede construction works w.e. 03.09.12

- 3592 £3885.00 EA Services (SE) Ltd – P Mede, supply of solar panels
 3595 £93.23 Solvent Solutions – Graffiti remover
 3596 £20.00 Kent County Playing Fields Assn – Subscription 2012/13
 3597 £66.45 Cash – Rec Gds Imprest a/c reimbursement
 3598 £250.00 B Glew – Reimbursement for new mower, Rec Gd.
 3599 £63063.27 Hugh Pearl (Land Drainage) Ltd – P Mede drainage, interim payment to 03.09.12

Proposed by Chairman, seconded by Cllr Perry that the above payments be authorised. RESOLVED AGREED that a reimbursement overpayment made by the Clerk to Cllr Taylor and since refunded to BGPC, will be adjusted with the next tennis receipts. Cllr Dobson will relay BGPC thanks to the staff of NISA Stores for their good work in collecting tennis monies.

95. **Written reports**

- (i) T&MBCllr Mrs Murray had advised that the Isles Quarry application will not be going to the September Area 2 Planning Cttee meeting as a partial redesign is being submitted by Crest.
- (ii) Chairman reported on matters being considered at the next PPP meeting.
- (iii) Cllr Perry attended the memorial service for the late Mark Worrall OBE
- (iv) Communication to the Clerk from Skanska Balfour Beatty about M25 Juncts 5-7 improvement works was read and noted. It was suggested that J5 Slips write to them about slip roads.
- (v) Mr Dunn, Hornet Business Estate, will be advised of information received from a resident re use of Quarry Hill Road by commercial vehicles.
- (vi) Chairman will draft a letter re a complaint from a resident about very early morning refuse collection o/s the Clinic, Quarry Hill Road.
- (vii) T&MBCllr will be asked to request renaming of south part of Quarry Hill Road to Thong Lane, as historically is should be.

MT

96. **Future dates**

- (i) Date of the next Meeting Monday 1 October 2012 in the Annexe to the Church of the Good Shepherd.
- (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 29 September 2012 10 – 12 noon

GH/CD

97. **Chairman RESOLVED to enter into committee to exclude the public and press from the meeting due to the confidential nature (financial and other sensitive information) of the discussions**

It was confirmed that duties carried out at the Skate Park by Groundsman Mr Glew will be extra to his usual 20hrs. Noted that Mr Springett may at some future time also wish to work extra hours in this connection.

The meeting closed at 21.40 hrs