



## BOROUGH GREEN PARISH COUNCIL



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Established 1934

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**DRAFT** Minutes of the meeting of **Borough Green Parish Council** held in Borough Green Village Hall on **Monday 4th September 2023** starting at 1935. The meeting was not recorded.

**Present:** Cllrs Taylor (Chairman), Butterfill, Thrush, Rawsthorne, Ramsden, Wragg, Shaw, Reading, Cllr Rayner (KCC) & the Clerk. There was one Member of the public who was put in touch with Cllr Thrush as a volunteer.

**097. Apologies for Absence** Cllrs Millener, Simpson & Cllr Palmer (TMBC).

**098. Declarations of Interest** Chair to abstain from Payments vote (Expenses Claim)

**099. Minutes of the meeting 7th August 2023 - AGREED**

**100. Matters Arising .**

- (i) Vacancy Monitoring Officer notified & published Website & Noticeboard
- (ii) Ratification of Co-option of Cllr Thrush - AGREED

**101 Submissions by County and Borough Members and Members of the Public**

**Cllr Rayner** spoke about the consultation responses to the Moto Application, and the preparation of a Parish Alliance Planning submission.

A Lawful Development Certificate has been applied for the Stocks Nightclub site proposal for 112 bed hotel . This is unlikely to succeed and the Parish Alliance has submissions prepared.

Cllr Rayner thanked the Chairman for the confirmation that the 57 Reg 18B sites in the Local Plan did not contain a BGGC proposal, but that the sites that were in that list had to remain confidential until the start of the consultation process next Spring. Chairman noted the new Green Belt study and Spatial Strategy would probably steer the Local Plan away from large sites in the Greenbelt.

Cllr Rayner and Clerk confirmed a new S106 approach at TMBC to ensure grants benefited the local community.

**102 Planning Matters**

- (i) To note Planning Notices as circulated Noted
- (ii) Current applications and **responses** as circulated

**TM/23/01707/MIN BGSP** Consultation by KCC: Application for approval of Condition 38 (Ecological Management Plan) eastern extension of Borough Green Sand Pit **NOTED**

**TM/23/01623/FL** 11 High Street Retrospective app for demolition of old and construction of new garage **NOTED**

**TM/23/01840/FL** Falhalla 165 Maidstone Road Proposed demolition of existing garage construction of new part single, part two storey side/rear extension and removal of chimney. Whilst this is a significant development, it sits well back and below road level on the site **-NO OBSERVATIONS**

**103 Potters Mede**

- (i) Container & Carpark - Grant/S106 Applications ongoing. Chair to circulate floor plan
- (ii) Break -in and security, CCTV repair Astra to visit site and advise, locks repaired
- (ii) Youth Engagement Initiative will begin 13th Sept 2-6pm, publicised with school visits

**104 Recreation Ground**

- (i) CCTV installation and commissioning to complete 5th Sept - drop in ASB since cameras installed
- (ii) Pavilion refurbishment - quotes/ grant applications ongoing
- (iii) Dead Tree Hazard - Pavilion - awaiting response from Landowner £2500
- (iv) Black Horse bank - structural survey - River bank work will require Environment Agency permissions.
- (v) Coop have confirmed £1,053 will be provided to BGPC from their community funds. It was agreed that this funding could be used for essential repairs in the children's play area when it is received from the Coop.

**105 ASB, Policing & CCTV** - Clerk reported an incident where a dog had been attacked by another, both of which were off their leads. Residents are reminded that dogs should always be on leads in the Rec and Potters Mede for the safety of other users, particularly children playing. Overall there has been a reduction in ASB since the cameras were installed

**106 Village Enhancements**

- (i) Green Space Review - ongoing
- (ii) Assets Of Community Value - Black Horse and Library registered, Parish Church & Village Halls ongoing
- (iii) Tollgate hedge - Clarion have authorised and will pay the PC for the work
- (iv) Himalayan Balsam - reported to Environment Agency

**107 Financial Matters**

- (i) Responsible Financial Officer's report
- (ii) Bank Reconciliations & Balance 31 August 2023 - Reserves **£141,227.76**
- (iii) To approve Payment List as circulated.(Appendix 1)

Proposed Cllr Ramsden 2nd Cllr Reading - AGREED Chairman abstained- expenses payments

Invoices checked : Cllrs Butterfill & Thrush

- (iv) AGAR/ External Audit

Compliance Document ratification 1st April 2023- previously circulated

- a) Financial Internal Controls 2023 - AGREED
- b) Financial Regulations 2023- AGREED
- c) Risk Assessment 2023- AGREED
- d) Standing Orders 2023- AGREED
- e) Privacy Policy 2023- AGREED and all five posted to website

- (v) Legal Cost Recovery ongoing

- (vi) Clerk noted various Licensing application by BGPS and Shakti Newsagents

**108 Website & Social Media**

- (i) No Report

**109 Neighbourhood & Local Plans**

- (i) Update on Local Plan-TMBC Open Space Survey - Clerk & Chair will complete & circulate
- (ii) Neighbourhood Plan - ongoing - Chair to contact Clerk Capel PC for further advice

**110 Highways & Streetlighting**

- (i) Update on A25 road and pavement resurfacing - awaiting siding
- (ii) Wheelie bin 30 stickers are still available free to residents
- (iii) Parish Highway Plan update- Chairman meeting KCC Officers 13th September
- (iv) Speed Checks will be taking place in the village
- (v) Cycle Lanes. They are to be encouraged, but the road layout in BG would not allow continuous safe routes

**111 Quarries & Landfills**

- (i) BGSP- update see planning above
- (ii) H+H visit - It is noticeable that routeing is now being enforced, and extra road sweeping to tackle block chips. H+H are carrying out further investigations to establish the source of the block chips.

**112 Councillors Reports from outside Bodies (max 3 min)**

- (i) Cllr Butterfill attended PPP as its new Vice Chair, and noted Cllr Rayner had covered her report
- (ii) Cllr Shaw is re-launching the J5 Slips campaign, Cllr Ramsden to assist with Social Media etc
- (iii) Cllr Butterfill reported the return of the "4x4 Santa" this year, either the 8th or 15th December, but in the light of last year's trial it will be limited to 4 sites to be well publicised in advance. Council agree to earmark up to £400 for gifts to augment donations and sponsorship if required.
- (iv) Cllr Rawsthorne reported on progress of the new VH website. Still investigating stab kits for various sites
- (v) Cllr Shaw reported Crowhill residents concerns about parking, but this is a Clarion site.

## 114 Future Dates

### (i) Date of next meeting 1930 2nd October 2023

At all other times contact the Clerk using the details above

**115 Exclusion of Public and Press:** Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any item. Members are reminded that any release of information from a Part 2 discussion is contrary to the Standards Code and an offence under the above Public Bodies Act

There being no further business, Chairman closed the meeting at **2113**

## APPENDIX 1 PAYMENTS

### BGPC Payments List Sept 2023

#### Staff Costs

£

Staff Salaries (TBC)	5,208.18
HMRC	2,683.09
KCC Pensions	1,171.56

#### BACS Payments

Wrotham Parish Council, inv 418	301.96
Nu Venture, inv 2934 (Aug)	833.00
Astra Security, inv SI-107016 (c/f from last month)	956.58
Astra Security, inv SI - 107017 (c/f from last month)	9,841.40
SHS Hygiene, inv 45060	694.32
Margaret Vick - RBLPA (Ukraine)	23.34
Expenses - Barry Glew	350.26
Expenses - Barry Glew	64.83
Expenses - Rob Springett	50.89
Expenses - Mike Taylor (Cammando sockets)	697.00
Expenses - Mike Taylor (Arctic flex)	157.20

#### DD Payments

Zen Internet	13.79
TMBC Rates	57.20
Bank Charges *	22.70
Npower* - streetlighting	1,164.04
Npower* - public convenience	0.00
EDF (PM)*	1,126.00
EDF (RG)*	35.00
Castle Water*	120.25
Castle Water*	17.60
Vauxhall Finance	544.80

\* DD amounts may vary monthly

<b>Total Payments</b>	<b>26,134.99</b>
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NB: Receipts for the period 01/08/23 to 31/08/23	<b>2,883.33</b>
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TOTAL CASH RESERVES 30 August 2023	<b>£141,227.76</b>
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Signatures 1 Cllr Ramsden 2 Cllr Reading