

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on 7 June 2004 at Potters Mede

Present: Cllr J McWilliam (Chairman), Cllrs J Bailey, C Brinkley-Willsher, J Broad, B Hughes, Mrs S Murray, Mrs B Woodhams

Apologies: Cllrs Mrs L Barrow and Mrs J Lucas. C Cllr Mrs V Dagger. T&MB Cllrs D Evans and Mrs J Harrison.

There was 1 member of the public in attendance.

Cllrs Mrs Murray declared an interest in planning applications in view of her membership on T&MBC area planning committee, and advised that she would not take part in any associated discussions.

Chairman declared an interest in Item 21 of the agenda – cheques for signature – Chairman’s allowance.

19. **Minutes of the Annual meeting 10 May 2004** were signed as a true record.

20. **Matters Arising**
None

21. **Planning Matters**
Pre-Meeting

TM/04/1260 Change of use for siting of temporary mobile classroom for an after-school club - First Steps Day Nursery, School Approach. No objection to siting of Portakabin but serious concern about impact on traffic flow on A227. Traffic hazards at this particular junction have now been exacerbated by the recent change in priorities at the nearby junction of the A227/High Street.

TM/04/1459 First floor side & single-storey rear extensions & alterations - 3 Monckton Road. Concern that the proposed pitched roofs with a valley gutter/flat roof area between, can only be accessed from the adjacent property. A single pitch roof is preferred.

Apparent line of roof tiles and railing is unacceptable and queried.

TM/04/1515 Change of use of part of ground floor to hairdressing salon - 19 High Street.

No objection in principle to change of use but 1. Serious concern about additional traffic movements in High Street. Incremental increase in traffic such as this will ultimately cause a situation in the High St where the street cannot cope. 2. Concern about loss of residential accommodation and potential issues of waste disposal, noise and pollution and the impact on adjacent properties. 3. Some dispute about the number of car parking spaces available on site - this should be checked. Chairman will attend T&MBC Planning Committee meeting 16 June 2004.

TM/04/1719 Extension to existing building & placement of two portable container units for storage of literature and archives - Ightham Sandpit. No observations.

Meeting

TM/04/1857 Residential dwelling r/o 1 Sevenoaks Rd. – Details of materials. No observations.

TM/04/1861 Residential dwelling r/o 1 Sevenoaks Rd. – Landscaping & boundary treatment.

No observations.

Decisions

TM/04/0405 Revised parking layout - 25 Conyerd Rd. Details approved.

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

Request from the Rural Constable to part-fund a bicycle for her to patrol the local villages was agreed in principle.

KCC will be requested to tidy junction of A227/Wye Road and improve drainage around traffic island.

There is on-going concern about over-filling gullies in the High Street.

Length of time taken by British Gas to replace a stretch of main on the A25 is considered unacceptable. Site clearance works are still awaited. KCC will be asked to liaise with utility companies with a view to reverting to a road-lane rental system.

Chairman is meeting with the owner of waste land j/o Sevenoaks Road/Western Road on 21 June 2004.

Action

JMcW

JMcW

JMcW

Oral Reports from Members and Clerk (Continued)

An election has not been called for the current Parish Council vacancy. Co-option procedures will now be followed.

Proposed changes to the Deposit Kent & Medway Structure Plan 2003 noted.

Chairman reported on drug-related matters. Local information has been passed to the Police.

23. **Parish Council Audit 2003/2004 & Appointment of Internal Auditor 2004/2005**

All members had received copies of the Internal Auditor's report on the 2003/2004 accounts.

Chairman proposed that this be accepted. Agreed. Further agreed to appoint Wealden

Consultancy Ltd as the council's internal auditor for the current financial year.

24. **T&MBC Financial Arrangements with Parish Councils**

All members had received copies of a letter from T&MBC and details of the amended scheme for Financial Arrangements with Parish Councils. Noted.

25. **Seaboard Street Lighting Maintenance Charges 2004/2005**

Cllr Brinkley-Willsher proposed that the revised monthly charge of £174.49 + VAT be accepted. Seconded by Cllr Mrs Murray. Agreed.

26. **Parish Council Office**

All members had received copies of a draft specification for proposed building works. Chairman gave further information. Agreed that on receipt of approval from BGVHMC, Chairman will invite three competitive tenders.

JM CW

27. **BT Proposed Removal of Payphone – Fairfield Road**

Letter from BT and proposed removal of payphone noted.

28. **T&MBC Joint Transportation Board Cttee – Traffic & Highway Improvement Programme 2004/2005**

Schemes have been prepared for the provision of three new zebra crossings in Western Road, Sevenoaks Road and Wrotham Road. However, funding will only be available for one in this financial year. Noted that the Parish Council will be consulted during the next three months.

There then followed the period for public consultation:

An objection was received to the proposed change of use to hairdressing salon – 19 High St.

There was further discussion about the proposed pedestrian crossings in the village.

29. **Traffic Waiting Restriction Rock Road/Tavern Close & T&MBC Parking Permits, Western Road Car Park**

A copy letter from T&MBC was noted. Chairman will advertise T&MBC residents' parking permit scheme in his next article in 'The Voice'.

JM CW

30. **Fairfield Road/Station Approach Footpath Link**

Chairman reported on his discussions with T&MBC and advice received. He proposed that
1. The Parish Council registers a narrow strip of unregistered land, running from Fairfield Road through to within approx. 20ft of Station Approach. 2. Subsequently, further discussions take place with T&MBC and the landowners to acquire additional land to create the potential footpath link. Agreed.

31. **Burial Ground**

Chairman reported that he had written to the Home Office expressing concern about the possible transfer of power to establish burial grounds, to district level local councils

32. **Basted Mill Public Open Space**

Cllr Bailey reported on a recent committee meeting. Noted that Mrs J Harrison is now Chairman and Mr G Starling, Vice-Chairman. Confirmed that Cllr Palmer will continue as a Borough Green representative. The Committee proposes to invite Mr D Holcroft to become a co-opted member: this action is supported by the Parish Council.

CP

33. **Youth Group Management Committee**

Chairman outlined the functions of the committee. It is hoped that these will be extended to include management of the Skate Park: the Chairmen of the three participating parishes are meeting later this week to discuss this matter. After discussion, Cllr Brinkley-Willsher proposed that Chairman continues to press for a joint tenancy by the three councils on the T&MBC-owned land. Seconded by Cllr Mrs Woodhams. Agreed.

JMcW

34. **Recreation Grounds**

Grounds Maintenance: Cllr Brinkley-Willsher proposed that an estimate from KCC Landscape Services be accepted in the total sum of £900 + VAT for weed & feed and worm treatment plus harrowing both grounds. Seconded by Cllr Hughes. Agreed. Noted that KCC advise harrowing rather than rolling the areas.

PC land r/o Lendon Road: Relinquishment of lease by owner of no. 13 Lendon Road agreed. Owner will be asked to reinstate his boundary fence and grant the Parish Council occasional access to the land for maintenance purposes.

Proposed Formation of Borough Green Cricket Club: An expression of interest from a resident wishing to form a cricket club in the village is supported by the Parish Council. Details will be passed to the District Development Officer.

35. **Cheques for Signature**

Auto-Pay

£960.91 R Springett - Asst. Groundsman 1/5 - 31/5/04
 £840.87 H Damiral - Clerk May 2004
 £586.91 W Austin - Caretaker/Groundsman 1/5 - 31/5/04
 £192.15 Seeboard - Street lighting maintenance April 2004
 £205.02 Seeboard - Street lighting maintenance May 2004
 £205.02 Seeboard - Street lighting maintenance June 2004
 £350.15 Seeboard - Supply Potters Mede
 £37.09 Seeboard - Repair, o/s 7 Brockway
 £207.66 Seeboard - Repair, Village Hall Car Park
 £244.00 T&MBC - Rates, Potters Mede June 2004
 £52.00 T&MBC - Rates, Rec. Ground June 2004
 £16.40 Kent Aluminium - Maintenance materials, Potters Mede & Rec.Gd.
 £25.00 J Stephens - Websites maintenance, April 2004
 £27.30 Seeboard - Fit shield to light, Staleys Road

£2,115.00 GVA Grimley - Research & production of questionnaire, Parish Plan
 £63.26 Henry Cooch & Son Ltd - Maintenance materials, Rec. Gd. Play Area fencing
 £329.00 Wealden Consultancy Ltd - Internal audit 2003/04
 £150.00 J McWilliam - Chairman's expenses 2003/04
 £68.24 Cash - Rec. Gds. Imprest a/c

Proposed by Cllr Mrs Murray, seconded by Cllr Brinkley-Willsher that the above payments be made. Agreed.

36. There were no matters for discussion in committee.