

Present: Cllr B Hughes (Chairman), Cllrs. J Bailey, J Broad, S Cole, Mrs J Lucas, S Perry, Miss L Robinson, C Willsher, Mrs B Woodhams. PC D Allen and Rural Community Warden D Rose.

Apologies: Cllr Mrs F Wakefield T&MB Cllrs D Evans & Mrs S Murray

There were two members of the public in attendance

Declarations of interest: Cllr Mrs Lucas item 116 Planning TM/06/4095 r/o 18/19 Crow Hill

Action

114. **Minutes** of the meeting 2 January 2007: item 112 - £261.90 EDF Energy delete 'December' add 'November'. The amended minutes were signed as a true record.

115. **Matters Arising**

106.99 It is anticipated that the proposed zebra crossing in Western Road will be constructed during March 2007. The work is expected to be completed within 4 weeks.

108. A worthwhile liaison meeting was recently held with Cemex: in an effort to minimise the amount of debris on the highway, more cleaning/wheel washing facilities have been installed and a letter has been sent to all relevant hauliers requesting that they either sheet their vehicles or ensure that they are loaded to a respectable level to prevent debris on the highways.

108. Kent Highways Services has raised works orders for outstanding lighting repairs. They are liaising with Jacobs re. illumination of signs o/s NatWest, High Street.

110. Clerk reported on discussions with the hirer of Potters Mede. Emergency clearance works and jet-washing of drains has been undertaken.

111. Tonbridge & Malling Borough Council has awarded the council a £8,453 grant towards the enhancement of the Recreation Ground pavilion and tennis courts.

PC D Allen advised that crime figures have remained fairly static over the past month and the new Police Community Support Officer, Andy Swanson, is being well-received in the village.

Two Special Police Constables are now working in the area on Friday and Saturday nights.

Chairman thanked the Police for these increased levels of policing.

Rural Community Warden David Rose reported on his recent anti-litter presentation at Wrotham School and advised that he is making regular contact with local schools and groups as well as individuals, particularly some vulnerable, elderly people.

116. **Planning Matters**

TM/06/4095 Chalet bungalow – r/o 18 & 19 Crow Hill. Objections: Unsuitable access from Sandy Ridge which is narrow with parked cars. Restricted access for emergency and service vehicles.

TM/07/0125 Conservatory – 1 Black Horse Mews. No observations.

TM/07/0243 Coppice Ash trees btwn office/outbuilding, Basted House, Harrison Rd. Rely on the expertise of T&MBC but concern that trees are not properly identified on the plan.

**Decisions**

TM/05/0264 6no dwellings + conversion of PH – Red Lion PH & adj land. Per. refused

TM/06/3376 Loft conversion – 40 Crowhurst Road. Permission granted

TM/06/3474 Extensions and conservatory – 18 Staleys Road. Permission granted.

TM/06/3579 LBA conversion of PH to residential – Red Lion PH. Permission refused.

TM/06/3780 New chimney stack – 23 Conyerd Road. Permission granted.

TM/04/2445 3no houses – adj 'Ingleside' Maidstone Rd. Appeal allowed, per. granted.

TM/05/3570 22 no dwellings – 20/22 Wrotham Road. Appeal allowed, permission granted.

117. **Oral reports from Members, Borough & County Cllrs and Clerk**

It was with regret that the council received the resignation of Cllr Broad.

Noted that information received from LAMIS confirms that the footpath between the village Hall car park and Maidstone Road is a designated public right of way.

It was noted that works to construct a new footbridge at Borough Green Station will commence 10/11<sup>th</sup> February 2007. It is anticipated that the work will take 4 months and passengers will be required to use the road bridge to go from one platform to the other.

There was further discussion about recent drainage problems at Potters Mede. Future arrangements agreed: no waste disposal direct into manholes or pit.

There was discussion about 1. the current traffic lights operating at the cross roads during service connection works and 2. the proposed roundabout at j/o Sevenoaks Rd/Western Rd.

**Oral reports from Members, Borough & County Cllrs and Clerk (Continued)**

Cllr Mrs Lucas will discuss car parking issues with T&MBCllr Mrs Murray. It is understood that T&MBC will be carrying out a full car parking survey.  
 Kent Highways will be asked to expedite filling of potholes, subsequent resurfacing works and extension of double yellow lines in Fairfield Road. Concerns about dog fouling in this location will be referred to Tonbridge & Malling Borough Council.  
 There was discussion about 'Operation Stack'. Current situation noted.  
 Concerns were received about inconsiderate parking of vehicles outside the Chinese Restaurant and Nail Bar north of the railway bridge. Motorists are asked not to leave their headlights full on as it is hazardous for approaching vehicles and not to obstruct sight lines of vehicles exiting Station Approach.  
 Chairman and Cllr Miss Robinson will be in attendance at the Parish Office 10am – 12 noon Saturday 3 March 2007.

BH/LR

There then followed the period for public consultation:  
 A question was raised about the recent approval for development at 'Ingleside', Maidstone Road and the associated use of the Recreation Ground car park.  
 Motorists are also asked not to park on the footways of residential roads. This is a regular occurrence in Annetts Hall.

118. **Correspondence**

- Noted:
- KCC Local Board Mtg 30.01.07 + notes of meeting 25.10.06  
 Kent Downs AONB Village Design Statements publication
  - KCC Press statement: Districts/KCC improved services/achieve savings  
 Action with Communities
  - In Rural Kent Kent Village of the Year competition 2007; community Halls conference  
 & fire safety briefing (passed to BGVHMC)
  - KAPC Minutes of the meeting 7/12/06 + newsletter 322 + 'Operation stack'  
 information
  - Kent Highway Services Additional 'Understanding' leaflets
  - Kent Police Introduction letter from newly appointed Neighbourhood Policing Team  
 Sergeant for the Tonbridge area – Justin Watts
  - LAMIS CD update (passed to Cllr Perry)
  - English Rural Hsg Assn Newsletter Winter 2006
  - KCC Superannuation fund Report & Accounts 2006
  - Wicksteed Leisure Inspection report/risk assess. (Copies to Landscape Serv & G.man)
  - KAPC Planning information day Saturday 17 March 2007
  - T&MBC T&M Local Develop.Framework – Core Strategy pre-examination mtg 8/3/07

KCC - Local Govt Pension Scheme policies (copies to all Cllrs) Chairman proposed that this be signed. Agreed.

T&MBC - Access Guide for the Disabled:local volunteer. Agd. to rely on expertise of T&MBC.

BH

T&MBC - Open Spaces in Borough Green. Chairman and Clerk will complete/return. Land & Mineral Management Ltd - Proposed planning application: northern extension of BG Sandpit, Platt Industrial Estate. Noted that there is a PROW through the area of planned excavation and part of the land is subject to a Countryside Stewardship Agreement. Agreed no comments/further discussion until a planning application is received.

T&MBC- Relocation of recycling facility (copies to all Cllrs). It was noted that the recycling banks will be relocated from the station car park to the entrance to the former Stangate Quarry, opposite the doctors' surgery: a request will be made for illumination of the site. Additional facilities will become available in Ightham.

T Shaw/M Taylor - Semi-pedestrianisation of High St (copies to all Cllrs). This has been considered in the past and was not approved by the highways authorities. After discussion agreed no action. Pedestrians are reminded that the blocked area across the High Street highway is not a pedestrian crossing and vehicles have the right of way

T Shaw - Fairfield Rd/Station Approach footpath (copies to all Cllrs) T&MBC is trying to resolve land issues.

M Taylor/S Murray - Haul Road adoption (copies to all Cllrs) Await update from Kent County Cllr Mrs Dagher.

Kent Highways - Parish spreadsheet January 2007 (copies to all Cllrs) Design of spreadsheet discussed. Agreed comments/reports: Fairfield Road (as discussed under item 117 of the agenda); hedge cutting, Maidstone Road; demarkation of highway boundary north-west of railway bridge required.

119. **Annual Parish Meeting**

Dates of meetings agreed: Annual Parish Meeting – Monday 30 April '07 8pm at Potters Mede  
Annual PC meeting - Tuesday 8 May '07 7.30pm Potters Mede

120. **Street Lighting – Normanhurst Road**

Chairman proposed acceptance of a quotation from EDF Energy in the sum of £790.74 + VAT for a replacement light adj 27 Normanhurst Rd. Agreed.

CW

121. **Recreation Grounds**

**Rec. Gd: Drainage** - The meeting with the contractor is still awaited. Cllr Willsher will progress.  
**Trees** – Agreed that 5 new trees alongside the children's play area will commemorate some of the people who have made significant contributions to improving the life of the residents of the village in the past. Cllr Willsher will progress and prepare publicity.

**Potters Mede: Car Park** – Chairman and Vice-Chairman met with Cemex: Agreed that, following this professional advice, the Parish Council will plan for remedial works to Potters Mede car park during the summer months.

**Strimmer** – The Police are investigating two recent break-ins at Potters Mede: a strimmer was stolen. Chairman proposed that a replacement be purchased. Agreed.

**Use of building** – A request from Topjax Animal Therapies to hold dog keep fit classes on a Monday morning was agreed.

Chairman proposed that the Warden be paid double-time for emergency overtime required over the New Year period. Agreed.

A letter from BGJFC was read and the condition of the pitches was discussed. Cllr Broad advised that details re. possible grant sources for improvement works had been sent to the club but with no response. Agreed that, in accordance with the hire conditions, before each session club officials must decide whether the ground is suitable and safe for play - if necessary in consultation with a Parish Council representative. If there is any doubt at any time then play should be suspended. The Parish Council cannot accept any responsibility for a club's decision in this respect. KCC will be asked to progress spiking and harrowing works to both grounds

CW

BH

**Pavilion refurbishment** - Chairman and Clerk will consider the next phase of the refurbishment works.

Agreed that alarms will be fitted to fire extinguishers

New outside lights have been supplied and fitted by Simmonds of Wrotham. Chairman proposed that their account be paid in full and the council's recently purchased lights kept as spares. Agreed.

122. **Cheques for Signature**

**Auto-Pay**

£86.95 M Taylor – Maintenance materials Rec Gd incl new door to pavilion

£681.09 R Springett - Asst. Groundsman 1/01 - 31/01/07

£1213.60 H Damiral - Clerk January 2007

£625.60 W Austin - Caretaker/Groundsman 1/01 - 31/01/07

£267.72 M Taylor – Groundsman 1/01 –31/01/07

£429.15 KCC – Superannuation January 2007

£60.00 J Stephens – Websites maintenance January 2007

£216.31 EDF Energy – Street lighting maintenance January 2007

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£528.84 EDF Energy – Street lighting supply December 2006 & Jan.2007

£48.89 Kent Aluminium – Maintenance materials Rec. Gd & P Mede

£128.70 BGVHMC – Hire of hall, Pop-In, Jan – March 2007

£29.70 BGVHMC – Hire of hall, Foot Clinic, Jan – March 2007

£81.00 BGVHMC – Hire of hall, Foot Clinic, April – Dec. 2006

£148.61 Wrotham Parish Council – Skate Pk maintenance contribution

£76.38 Wicksteed Leisure – Annual playground inspection + risk assessment

£75.00 Compaidd Trust – Donation

£1099.57 Simmonds of Wrotham – Maintenance works incl work to drains and manholes, supply of skips and fitting of o/s lights

£69.63 Cash – Rec Gds Imprest a/c

Proposed by Cllr Perry, seconded by Cllr Mrs Woodhams that the above cheques be paid. Agreed.

123. **Resolved to enter in committee**

All Cllrs had received copies of existing contracts for grounds maintenance staff. Agreed no changes necessary.

All Cllrs had received copies of new draft job descriptions for grounds maintenance staff.

Content agreed - for implementation.