

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 1 February 2016 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), L Chown, Mrs T Dawson, C Dobson, Mrs S Gould, S Millener, Ms P Moorecroft, S Perry, T Shaw and H Willard

There were two members of the public in attendance

**Action**

183 **Apologies for Absence** None

184 **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.

Cllr Willard declared an interest in items 190 & 191: Potters Mede grounds and pavilion

185 **Minutes of the Meeting 4 January 2016:** All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

186 **Matters Arising**

180 (ii) T&MBC review of parking charges: noted that the recommendation to full council for use of Western Rd car park, Borough Green is 10p/30 mins; 20p/hr and 40p/2hrs.

187. **Period for Public Consultation**

(i) Concerns were raised about (a) silt from the Hazelbourne development going into the River Bourne (b) recent KCC action in depositing large amounts of stone in the river to reconstruct the worn river bed.

(ii) Chairman will arrange for the removal of tyres dumped on the cricket field at BMPOS

MT

188. **Planning Matters**

(i) **Decisions** None

(ii) TM/07/512 Sect 73 application to vary conditions 2 & 17 of permission relating to operational timescale – Borough Green Sandpits, Platt Industrial Estate. Noted

(iii) TM/16/00130/FL Demolition of chimney & proposed dormer and bay windows - 3 Wye Road. No observations

(iv) TM/15/00983/RD Removal of Thong Lane bridge. Chairman advised that this application has been withdrawn.

(v) TM/06/02151/MIN Extend period of extraction & restoration - Ightham Sandpit (southern section) Chairman advised of retrospective notification of approval.

189. **Correspondence**

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)

T&MBC Agenda for Area 2 Planning Committee 27.01.16 (copies to all Cllrs)

Men of Trees Visit to Ireland October 2016 (copies to all Cllrs)

T&M KALC Minutes of the mtg 14.01.16 (copies to all Cllrs)

Kent Tree & Pond Ptrnship Heritage trees conference 30.01.16 (copies to all Cllrs)

KALC New Cllr induction Yalding 02.02.16 (copies to all Cllrs)

Skate Park Cttee Agenda 13.01.16 + minutes 16.09.15 (copies to all Cllrs)

Durey Castings Ltd Information on a firm specialising in flood protection (copies to all Cllrs)

KALC Learning & Development Programme Jan - March 2016 (copies to all Cllrs)

KALC T&M Area agenda 14.01.16 + minutes 22.10.15 (copies to all Cllrs)

KALC Dynamic Cllr workshop 22.02.16 (copies to all Cllrs)

KALC Legal Topic update: Public Contracts Regulations 2015 (copies to all Cllrs)

T&MBC Briefing note & leaflet re proposed plastic recycling campaign (copies to all Cllrs)

NALC Letter and update on recent national developments and meetings (Copies to all Cllrs)

KCPFA Newsletter January 2016

T&MBC Decision Notice arising from Standards Hearing Panel 04.01.16: Code of Conduct complaint against T&MBCllr/BGPCllr Mike Taylor (copies to all Cllrs)

Kent Police Newsletter (copies to all Cllrs)

KALC Chairmanship conference 26.02.16 (copies to all Cllrs)

**Correspondence** (continued)**Noted (Continued)**

- T&MBC Children's & Young People Plan consultation days (copies to all Cllrs)  
 KCC Further consultations to the Kent Minerals & Waste Local Plan 2013 - 20130: consultation period 08.01.16 - 04.03.16 (copies to all Cllrs)  
 KCC Tonbridge Gateway Consultation at [www.kent.gov.uk/tonbridgegateway](http://www.kent.gov.uk/tonbridgegateway) until 21.02.16  
 KCC Mobile Library service consultation: responses due by 04.03.16 (copies to all Cllrs)  
 KALC Planning conference Lenham 07.03.16 (copies to all Cllrs)

**Skate Park Cttee** Transfer of Chairmanship & Clerk to BGPC. Noted. The next meeting will be at 7.30pm on 20 April 2016 in the BGPC office.

**Croudace Homes** Call for Sites submission: Land at Crouch Lane adj Recreation Ground (copies to all Cllrs) AGREED that it would be premature to meet with them before the Issues & Options report has been published by T&MBC as a result of the Call for Sites exercise.

**KALC** Consultation on economic benefits study on East Facing Slips Junct.5 M25. A draft response had been circulated to all Cllrs which, after discussion, it was RESOLVED to submit.

**KALC** All Cllrs had received copies of the 'Guide to Taking Part in HM the Queen's 90th Birthday Beacons 21.04.16'. After discussion RESOLVED to purchase a gas fuelled beacon @ £299 subject to T&MBC approval to site it at Crow Hill. Cllr Perry will provide further information and seek T&MBC approval.

**High Weald Councils Aviation Action Group** Updates and agenda & draft minutes 12.01.16 plus invite to GON meeting 26.02.16 (copies to all Cllrs). Cllr Perry advised of an associated meeting to be held on Friday 26 February in Penshurst Village Hall.

MT/SM

SP

**190. Potters Mede Grounds**

- (i) Proposed new pitch adj Potters Mede: Chairman will liaise with the Chairman of BGJFC  
 (ii) Cllr Willard reported on the condition of the grounds: the top itch is looking quite good. The main pitch has benefitted from not being used for 7 weeks, however there is a great deal of moss and some re-seeding will be necessary in the Spring.

MT

**191. Potters Mede Pavilion**

- (i) Ventilation system: the electrical check is still awaited.  
 (ii) An isolator switch has been replace which should prevent excess electricity consumption. EDF checked the meter reading today: information awaited.

**192. Recreation Ground**

- (ii) All Cllrs had received copies of an email from a resident of Black Horse Mews expressing disappointment at the recent removal of the Ash tree. This was noted together with the Chairman's reply.  
 (ii) All Cllrs had received copies of correspondence from BGJFC regarding the damaged condition of the pitch. Cllr Perry has asked Landscape Services to give a report  
 (iii) Noted that the club denies all responsibility  
 (iv) AGREED that all Cllrs and staff will keep a careful watch to ensure no unauthorised use.  
 (v) Use of car park in connection with the proposed 'Ingleside' development: Chairman had circulated a draft list of modifications required by BGPC: AGREED. After discussion further AGREED to ask the Borough Solicitor or Mr D Fisher & Co, Borough Green to draw up a letter of agreement to be signed by BGPC/developer/landowner.  
 (vi) Chairman has requested an estimate for works to improve drainage and extend water and electricity supplies.

all

**193. Audit of Accounts 2015/2016**

All Cllrs had received the Internal Auditor's interim audit report. Clerk will highlight action points for the next meeting incl. Keyworker insurance and emergency administration procedures.

**194. Highway Matters**

- (i) All Cllrs had received copies of an update and consultation details from KCC for Stage One proposed highway improvements together with BGPC Chairman's reply which was ratified.  
 (ii) Further correspondence regarding Stage two has also been circulated to all Cllrs and work priorities have been discussed. AGREED that Chairman will meet with KCC as soon as possible to discuss further.  
 (iii) KCC will be asked to confirm that allocated money for BG highway improvements will be carried forward if not spent in this financial year.

MT

**Action**

**195. T&MBC Parking Action Plan**

- (i) The formal consultation period for T&MBC 2015 proposals for new parking restrictions was noted.
- (ii) Chairman will ask for the disabled bay at the west end of Western Road to be removed as this is no longer necessary due to the recent relocation of the Post Office to the High Street.

MT

**196. Risk Assessments**

Chairman and Cllr Millener will meet with the Groundsman to discuss.

MT/SM

**197. Isles Quarry Redevelopment**

Proposed bus service to the doctors' surgery close to Hazelbourne: Cllr Perry advised that possible relevant practice developments at the surgery are being considered.

**198. War Memorial**

Draft notes of a recent meeting of the working group had been circulated to all Cllrs. Noted that the list of people to be commemorated is still being finalised.

**199 Replacement tree - /o Rock Road/Quarry Hill Road**

- (i) Cllr Perry advised that he is continuing to progress this with the developer of Hazelbourne: Crest Homes, as it would be ideal if they would undertake the whole project.
- (ii) However, agreed to obtain three quotations for building the retaining wall. Cllr Perry will provide the Chairman with technical information and he will then progress.
- (iii) It was suggested that the new tree could commemorate HM The Queen's 90th birthday this year.

SP  
MT

**200. Cheques for Signature**

BACS:

£397.00	E-on – street lighting supply December 2015
£97.16	BT – telephone rental, Potters Mede
£3363.78	Staff salaries January 2016
£1501.55	KCC - Superannuation January 2016
£226.94	SE Contracting – Street lighting maintenance December 2015
£629.13	Wrotham PC – Skate Park maintenance & insurance
£215.98	Travis Perkins - Playbark, Rec Gd.
£226.94	SE Contracting – Street lighting maintenance January 2016
D/D:	
£14.00	EDF – supply, Recreation Ground, March
£740.00	EDF – supply, Potters Mede
£295.61	Ford Lease – vehicle lease February 2016
£50.00	WEX Europe Services (UK) Ltd – petrol for vehicle

3905	£374.30	David Buckettt– interim audit fee 2015-2016
3906	£36.00	Borough Green Garden Machinery – chainsaw maintenance

Bank reconciliation December 2015

B/F December 2015	114043.18
Receipts December 2015	<u>1256.62</u>
	115299.80
Less Payments December 2015	<u>14232.46</u>
c/f 31/12/15	<u>101067.34</u>

Proposed by Cllr Shaw, seconded by Cllr Millener that the above payments be made. RESOLVED

**201. Written Reports**

- (i) Subsequent to correspondence received in October 2015 a further email from a resident was read regarding the play area at the Recreation ground, the path across the ground and Sect. 106 money from the Hazelbourne development. It was confirmed that there will be no money as a Local Equipped Area for Play (LEAP) is being provided within the development.
- (ii) Noted that an informal group has been set up by T&MBC to identify any areas of concern with regard to Air Quality. Await notes of the first meeting held on 18.01.16.
- (iii) Noted that due to increasing financial shortfall at T&MBC, cutbacks will be inevitable which will have future impact on parishes.

**Action**

202. **Future Dates**

- (i) Date of the next Meeting Monday 29 February 2016 in the Annexe to The Church of the Good Shepherd 7.30 pm.
- (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 27 February 2016 10 – 12 noon
- (iii) Date of Annual Meeting: Tuesday 3 May 2016 in the Annexe to The Church of the Good Shepherd 7.30 pm.
- (iv) Date of Parish Meeting: Friday 29 April 2016 in Borough Green Village Hall at 8pm. Local organisations will be invited to present reports as before.

**all**

**MT/SG**

**all**

**all**

203. There were no confidential matters for discussion

The meeting closed at 9.16 pm