

Minutes of the Annual meeting of Borough Green Parish Council held at 7.30pm on Thursday 10 May 2007 at Potters Mede.

Present: Cllrs J Bailey, S Cole, Mrs J Lucas, Mrs S Murray, S Perry, Miss L Robinson, C Willsher, Mrs B Woodhams. T&MBCllr D Evans. Mr D Day (Headmaster, Wrotham School)
Apologies: T&MBCllr T Sayer

There were four members of the public in attendance.
All elected members signed Declarations of Acceptance.
Cllr Mrs Murray declared an interest in all planning items. She advised that any views she expressed would be purely based on information to date and could change as more information becomes available.
Cllr Bailey declared an interest in item 15 of the agenda..

Action

1. Election of Chairman

Cllr Mrs Woodhams proposed Cllr Willsher, seconded by Cllr Bailey. There being no other nominations, Mr Willsher was duly elected and took the Chair.

2. Election of Vice-Chairman

Cllr Perry proposed Cllr Bailey, seconded by Cllr Cole. Cllr Mrs Woodhams proposed Cllr Mrs Murray, seconded by Cllr Mrs Lucas. Voting was Cllr Bailey 2, Cllr Mrs Murray 3 with 3 abstentions. Cllr Mrs Murray was duly elected.

3. Vacancies BGPC

Three applications for co-option were received. Chairman proposed that Ms F Wakefield be co-opted to the council. Agreed. Further agreed that council representatives will meet with the other two candidates and report to the next meeting.

Chairman invited Mr D Day, Headmaster of Wrotham School to address the council. All members were given written information about the current condition of buildings at the school and aspirations for the replacement and upgrading of some of them. A request was made for Parish Council support for KCC funding for this purpose

4. Minutes of the meeting 2 April 2007 were signed as a true record.

5. Matters Arising

139. It is understood that a meeting of the Skate Park Cttee. will be arranged shortly and budget details will be sent within the next few days.

139. Concerns were received from Cemex about the dangers of people walking through the quarry land. Members of the public are asked to refrain from entering this private and potentially dangerous area. Cllr Mrs Woodhams will discuss maintenance of site fencing with the liaison committee.

139. Items relating to the proposed pedestrian crossing, Western Road will be included on the agendas for the next meetings of the T&MBC PPP and Joint Transportation Board.

143. Cllr Miss Robinson advised of a request from the PACT Panel for a gate to be installed at the Harrison Rd entrance to the Recreation Ground. Land issues and safety/security implications were discussed. Agreed that the Chairman will discuss this with other local agencies and, if feasible, Chairman and Vice-Chairman will discuss this with the landowner.

144. C&E have advised that, for legal reasons, the Bowls Club request for ordering/payment procedures of invoices cannot be agreed.

BW

CW
CW/SM

There then followed the period for public consultation:

Questions were asked about the surveyor's report for the Recreation Ground pavilion and costings for the project. A request for priority to be given to the restoration of the clock tower was received.

6. Election of committees

Cllr Bailey proposed that 2 cttees be established for each of the Recreation Ground and Potters Mede. Cllrs Mrs Woodhams proposed that one cttee be established for both areas, seconded by Chairman. Agreed. Further agreed that the committee will be named 'Facilities Cttee' and will meet monthly on site. Priority will be given to the refurbishment of the Recreation Ground pavilion

The following committees were agreed:

Facilities – Cllrs Bailey, Perry, Willsher and Mrs B Woodhams.

Sports Clubs Liaison: **Junior Football:** Cllr Cole

Bowls: Cllr Willsher

Highways, Footpaths & Street Lighting: Cllr Willsher

Finance: Cllrs Willsher, Bailey, Mrs Lucas and Mrs Murray

Complaints: Cllrs Mrs Lucas, Mrs Murray and Mrs Woodhams

KAPC: Cllr Willsher

Village Hall Representative: to be agreed

Age Concern: to be agreed

Quarries Liaison: Stangate – Cllrs Willsher and Mrs Murray

Cemex – Cllrs Willsher and Mrs Woodhams

Nepicar - Cllr Bailey

PACT Panel – Cllr Miss Robinson + another to be agreed.

Men of Trees: Cllr Willsher

Parish Partnership Panel: Cllrs Willsher and Perry

Basted Mill Public Open Space: Cllrs Bailey + Mr Hughes will be invited to serve as a co-opted member.

Skate Park: Cllrs Perry and Cole

Websistes Liaison: Cllr Perry

Agreed that there are no nominations for the T&MBC Standards Cttee.

Action

7. Planning Matters

TM/03/2563 New factory development, Ightham Sandpit – addendum to Environmental Statement. Concerns: 1. This is now a cumulative scheme 2. Qualification needed for proposed disposal of contaminated waste 3. Should be more stringent monitoring of the infill.

Agreed that Chairman will represent the Parish Council at the forthcoming Celcon Inquiry: his proposed statement was read and agreed.

TM/06/3816 Conversion of house into 2 flats: acoustic survey – 2 Maidstone Road. All concerns as previously submitted plus added concern that still no evidence that emission levels are satisfactory. If the planning authority is mindful to approve, air conditioning and fixed windows should be seriously considered

TM/07/0512 Extension of quarry, infilling & restoration – Borough Green Sandpit. Further information. Lorry movements must be within permitted limits and all vehicles must be adequately covered and sheeted.

TM/07/1123 Replacement extension, disabled access and emergency exit – 10 Western Road. No observations.

TM/07/1125 Extensions and replacement conservatory – 18 Staleys Road. Development must not go ahead if it impinges on the adjacent property.

Decisions

TM/06/3828 Extension – Borough Green Medical Centre. Permission granted.

TM/07/0577 Extension – 23 McDermott Road. Permission granted.

TM/07/0588 Extension of time to complete backfilling & restoration – Ightham Sandpit. Permission granted.

TM/07/0676 Enlarge window – West Bank, 68 Sevenoaks Rd.. Permission refused

TM/07/0906 Fell Maple tree – 74 Sevenoaks Road. Permission granted.

8. Oral reports fro Members, County & Borough Councillors and Clerk

Cllr Mrs Murray reported on the recent election results and the membership of the new T&MBC. Forthcoming events in the T&M area – the Tour de France and the festival of Music & Fireworks were noted.

T&MBCllr Evans gave further information about the procedures for schemes such as the proposed Western Road crossing. He also assured the council that T&MBC is aware of the current parking difficulties in Borough Green. He spoke about the problems of long-term parking and of parking on residential roads.

Owners of the now-closed Red Lion, Sevenoaks Road will be contacted about possible local memorabilia.

Oral reports fro Members, County & Borough Councillors and Clerk (Contd.)

Incorrect signage for the new development Four Wents Close has been referred to T&MBC. After discussion Chairman proposed that in future the Parish Council public consultation period be held for fifteen minutes at 7.30pm with the meeting commencing at 7.45pm. Agreed. Cllrs Cole and Perry will be in attendance at the Parish Office 10-12 noon Saturday 2 June 2007 Chairman and Cllr Mrs Murray will be in attendance at the Parish Office 10-12 noon Saturday 30 June 2007.

SC/SP
CW/SM

9. **Correspondence**

Noted:

KCC	KCC grants schemes 2007 (copy to Cllr Willsher)
Kent Highways	Proposed road closure 3/6/07 (copies to all Cllrs)
Zurich Municipal	H&S and Advisory seminars 2007
KAPC	Minutes of the meeting 22 March 2007
Age Concern	Letter of thanks for donation
KCPFA	Agenda 19 April 2007 + newsletter
T&MBC	Annual Meetings – legal requirements
Kenward Trust	Letter of thanks for donation
Lamis	Software update (passed to Cllr Perry)
T&MBC	Gardening for Wildlife Award Scheme
CPRE	Spring 2007 magazine
KCC	Towards 2010 magazine
T&MBC	PPP minutes 8 March 2007 + date of meeting 1931/07
T&M CDRP	Newsletter March 2007
KCC	Minerals Development Framework (Passed to Cllr Bailey)
T&MBC	Proposed New Off-Street Car Park Order. Cllr Perry will circulate to all members. Comments to be passed to the Chairman for response
Fairseat Residents' Assn	Car parking: Western Road. Agreed to include in the above response priority attention to increasing charges for Western Rd Car Park – to be <u>at least</u> equal to charges for the station car park.
BGVHMC	Parking Controls in Village Hall Car Park. Letter read. It is hoped that the VHMC will work closely with T&MBC when considering car parking in Borough Green generally.
Kent Highways	Highways maintenance. Schedule not available this month due to changes in administrative procedures at Kent Highways.

SP
All/CW
CW

10. **Councillors New Code of Conduct**

All Cllrs received copies of information from the Chief Solicitor, T&MBC. Agreed to await the recommendation from the Town and Parish Councils Standards Sub-Cttee.

11. **Wrotham School – Building Developments & Astro turf**

Agreed to write a letter of support for the provision of new school buildings.

12. **Proposed Western Road Crossing**

All Cllrs had received copies of a letter from Kent Highway Services Agreed that Chairman and Vice-Chairman will attend a site meeting.

CW/SM

13. **Police Community Support Officers**

All Cllrs had received copies of a letter from Kent Police. Clarification of proposed costs will be obtained.

14. **Information Request**

All Cllrs had received copies of a letter from Mr Taylor. For further consideration at the next meeting.

Cllr Bailey left the meeting.

15. **Recreation Ground car park & proposed 'Ingleside' development**

A letter from the council's solicitor was read. Further information will be sought from T&MBC and a planning application will be awaited.

16. **Recreation Grounds:**

Rec. Gd - Tennis courts: Cllr Perry reported on a site meeting with a cleaning contractor. A further meeting will be arranged with Trevor May. Agreed that grounds maintenance staff will remove/ cut back weeds and overhanging foliage. **Pavilion:** All Cllrs received copies of the surveyor's report. For consideration by the Facilities Cttee. **Baptist Chapel:** Agreed that no charge will be made for use of the ground for open-air services. **Potters Mede – Fencing:** for consideration by the Facilities Cttee. Metal fencing may be considered. **Use of building:** A trial disco will be held during May for local teenagers. Agreed to consider allowing a regular booking at a later date. **Windows:** Cllr Perry reported: he is liaising with a prospective contractor and hopes to obtain budget prices for alternative designs. For consideration by the Facilities Cttee. **Refurbishment:** Chairman proposed acceptance of an updated quotation from W H Simmonds in the sum of £4,223 for replacement of internal doors + Xpelair fan and panel heater. Agreed.

SP

17. **Cheques for Signature****Auto-Pay**

£669.33 R Springett - Asst. Groundsman 1/04 - 30/04/07
 £1124.44 H Damiral - Clerk April 2007
 £439.94 W Austin - Caretaker/Groundsman 1/04 - 30/04/07
 £254.00 M Taylor – Groundsman 1/04 –30/04/07
 £438.57 KCC – Superannuation April 2007
 £60.00 J Stephens – Websites maintenance April 2007
 £145.58 Kent Aluminium – Maintenance materials Rec. Gd & P Mede
 £261.90 EDF – Street lighting supply, March 2007
 £227.03 EDF – Street lighting maintenance, April 2007
 £750.00 BGVHMC – Office rent April – June 2007
 £26.11 EDF - Supply, Potters Mede

£370.81 Wrotham Parish Council – Skate Pk maintenance contributions
 £56.29 EJP Fire Protection Ltd – Appliance maintenance, Potters Mede
 £5.00 KRCC – Annual subscription (balance of fee)
 £150.00 P&T Plumbing – Shower repair, Potters Mede
 £117.50 Zen Internet – Domain registrations 2007/08
 £493.50 Cripps Harries Hall – Solicitor's fees, re. Rec. Gd. Car park/'Ingleside' proposed development

Proposed by Cllr Perry, seconded by Cllr Mrs Woodhams that the above payments be made. Agreed.

Before resolving to enter into committee Cllr Mrs Murray asked for guidance as to her response at Borough level re. Western Road car park. It was confirmed that it has always been understood that charges for this car park would be varied so that they were not less than the station car park and to resolve the anomaly of long-term commuter parking.

18. **Resolved to enter into committee**

Consideration will be given to an appropriate token of appreciation to a long-serving councillor.