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Established 1934

[www.boroughgreen.gov.uk](http://www.boroughgreen.gov.uk)

**DRAFT** The Borough Green Parish Council Meeting took place at 1935 in the COGS Annexe on 2nd March 2026. The Members are reminded of the importance of Section 10 of Standing Orders regarding confidentiality of Part 2 discussions and documents. Please refer to our Data Privacy, Use and Retention Policy, which is published on our website

Yours faithfully

Clerk & Responsible Financial Officer

**Present:** Cllrs Taylor (Chair), Reid, Ramsden, Reading, Shaw, Millener, Heselden, and the Clerk. There were no members of the public present.

**344. Apologies for Absence** Cllrs Butterfill, Proto, Thrush, KCC Cllr Rayner, TMBC Cllr Palmer

**345. Declarations of Interest** Cllr Ramsden Relative's employment

**346. Minutes of the meeting 9th February 2026 - AGREED**

- Matters Arising -
- (i) Councillor Vacancy

**347. Submissions by County and Borough Members and Members of the Public**

Chairman reported on TMBC Finance - tabled Budget and Council Tax. TMBC has increased by £7.35 or 3% compared to 2025/26. TMBC is one of the few Councils in the country meeting its obligations and maintaining a healthy reserve, and that there will no cuts to Council Services.

**348 Town Status**

- (i) Change to Town Status - 1st April 2026. Clerk reported Bank Account changed to "Borough Green Council"

**349 Planning Matters**

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

**Applications**

**TM/26/00130/FL** 15 Griggs Way Single storey rear extension with internal alterations and outbuilding

**TM/26/00060/FL** 18 The Avenue Partial demolition of existing and construction of new dwelling

Chairman to raise standard objection re infrastructure on both

Opus Enforcement 27 Quarry Hill - ongoing

**350 Potters Mede**

- (i) Lighting Conversion to LED - no update
- (ii) BG Scout hut - move to carpark? plans coming
- (iii) Gateway parking- school have contacted Clerk and will act

**351 Recreation Ground**

- (i) Pavilion Refurbishment - current financial constraints will delay works in the short term -noted
- (ii) Monthly/annual Inspections - Landscape Services require new authority - agreed
- (iii) Steam clean all areas this week - £2k apx - AGREED
- (iv) School Play equipment grant and relocation- no update
- (v) Work experience request - Clerk to contact applicant - AGREED
- (vi) Pavilion roof cleared building materials - completed
- (viii)Cllr Reading asked if the BGJFC could install a new small pitch between the current pitch and Multicourt. Portable goals will be used, but covered sockets would be OK - AGREED Cllr Reading abstained

### **352 Councillors Reports**

- (i) Cllr Butterfill - Resilience Plan - meeting Clerk and Chair to finalise

### **353 Community Issues**

- (i) IQE bike trails - Threatened Enforcement Action Detailed response sent, Formal Complaint lodged  
Tree Management- volunteer will be covered under PC PL insurance - discuss honorarium.
- (ii) Annual Report for KCC Bus Grant - sent, awaiting advice re grant funding
- (iii) Lunch Club 3rd April Hall closed - offer PM and Fish & Chips AGREED
- (iii) Police report Clerk noted two RTAs, and some anti-social behaviour

### **354 Village Enhancements & Green Spaces**

- (i) Harrison Rd/Surgery TPO - update Formal Complaint lodged
- (ii) Hanging Baskets - note KCC action re Attachments to Lighting Columns. defer for now, but investigate possibility of shop front sites and another planter - AGREED
- (iii) A25 Gateway trees and 104 overhang - Treeability £576 - AGREED
- (iv) Toilet damp - clear debris and gutters - Clerk to contact Mr Harrington

### **355 Financial Matters**

- (i) Responsible Financial Officer's report - sound but tight due to extra costs
  - (ii) Bank Reconciliations & Balance 28 February 2026 Total Bank Balance **£166,966.05**
  - (iii) To approve Payment List as circulated. Prop Chair, 2nd Cllr Heselden, Cllr Ramsden abst - AGREED  
Invoices checked : Cllrs Taylor & Reading
  - (iv) S106 discussions and clarification - Chairman & Clerk had attended separate sessions- Guidance notes and minutes - circulated - new clarity coming soon
  - (v) Avantis/BT demand error finally cleared
  - (vi) Utility Aid - energy consultants to advise Clerk on best use of PM solar
  - (vii) Internal Audit - agreement from Auditor MFW - 12 May
  - (viii) Wrotham Play area inspections -to agree temporary cover by our staff - AGREED
- (Cllr Reading left at 2030)

### **356 Website & Social Media**

- (i) Local Government Reorganisation link & PPP presentation installed on website

### **357 Neighbourhood & TMBC Local Plan**

- (i) East Peckham PC Planning Chairs NPPF Meeting - report, notes circulated -Chair to draft response

### **358 Highways & Streetlighting**

- (i) Highway Improvement Plan (HIP) review - ongoing - Clerk to attend RSATG event.
- (ii) Speedwatch Group - update J5 slips email noted
- (iii) Elan City quote for two SIDs £4500 (2 x SIDs) plus £178.98 for delivery- AGREED. Chairman to source posts, volunteers will dig holes and site SIDs. Provided we do not "engineer" such as cut holes in tarmac, as KCC Agents and under powers of TCP (GPD) Order 1975 we are authorised as a Public Authority to install street furniture without planning permission. Contact Stone family re A25 Gateway site.
- (iv) Pothole repairs Harrison and Lingfield - our thanks to Staff

### **359 Quarries & Landfills**

- (i) BGSP - mud -KCC & TMBC Enforcement - ineffective - part of general enforcement complaints
- (ii) Allingham/surgery culvert EA have now agreed to investigate and speak to Riparian Owners

### **360 Future Dates**

- (i) Date of next meeting 1930 **Tuesday 7th April 2026** COGS Annexe.  
Annual Meeting and Parish Annual **7pm Tuesday 5th May 2026**  
At all other times contact the Clerk using the details above

- 361** 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.

Clerk and Chair presented the Staff Appraisals and Salary Reviews for approval - AGREED  
There was some discussion about removal of the Library Saltbin  
There being no further business Chairman closed the meeting at 2122

## Appendix 1 Payment List

BGPC Payments List March 2026	£
<b>Staff Costs</b>	
Staff Salaries	5510.02
HMRC	3394.05
KCC Pensions	2643.69
<b>BACS Payments</b>	
Ward Security, inv 108640 (was Astra)	30.00
Ward Security, inv 108646	30.00
Nu Venture, (awaits invoice)	833.00
TreeAbility, inv 6882	576.00
Royal Mail, inv 1802935484 (PO Box)	445.80
Somerset Web Services, inv 118675	72.00
DR	300.00
BG	720.00
BG	12.99
KM	159.84
<b>DD Payments</b>	
Zen Internet (monthly charge)	13.79
National Domestic Rates RG	0.00
COGS - The Voice Magazine	300.00
COGS - Admin	30.00
Bank Charges *	17.63
Npower* - streetlighting	270.61
Npower* - public convenience	255.22
EDF (PM)*	443.00
EDF (RG)*	60.00
Castle Water*	27.28
Castle Water*	21.56
<b>Total</b>	<b>16166.48</b>
<b>Receipts during Feb 26 (exc bank transfers)</b>	<b>1278.25</b>
<b>Signatures Cllrs Taylor &amp; Reading</b>	

Bank statements as at 28/02/26.

1200 857 - £100.00

1201 811 - £21,902.05

1202 882 - £0.00 (reconciliation not necessary as nil balance and no movement of funds during the month)

1203 UTB - £ 59,964.00

1205 CCLA - £85,000.00 (statement not received yet. Will send out asap)

Total cash reserves as at 28/02/26 – **£166,966.05**