

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held on Monday 7 April 2014 in the Annexe to The Church of the Good Shepherd. The meeting was scheduled to start at 7.30pm but as only Cllrs Perry and Mrs Gould were in attendance at that time, the meeting was suspended at 5minute intervals until 8.02pm. Cllr Shaw arrived at 7.37pm and advised that Cllr Millener was en route. Cllr Millener arrived at 8.02pm, making the meeting quorate.

Present: Cllrs Perry(Chairman), Mrs S Gould, S Millener and T Shaw. There were no members of the public in attendance

- | | Action |
|--|--------|
| 221 Apologies for absence were received and accepted from Cllrs M Taylor L Chown, C Dobson, G Harrington, Ms P Moorecroft, H Willard, and T&MBCllrs Mrs S Murray and T Sayer | |
| 222 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. | |
| 223. Minutes of the Meeting 3 March 2014
As not all of the members present were in attendance for the whole of the last meeting it was RESOLVED that the minutes be approved and signed at the next meeting. | |
| 224. Matters arising None | |
| 225 Period for Public Consultation
There were no matters | |
| 226 Planning Matters
(i) Decisions: TM/14/00131/FL Change of use of land from restored landfill/agricultural to recreational use for football pitch – Land south of Potters Mede. Permission granted.
(ii) TM/14/00520/RD roof cladding & surface water disposal details – 97 Crouch Lane. No observations
(iii) TM/14/00512/LRD Details of materials & joinery – alterations 39 Sevenoaks Rd. No observations
(iv) TM/14/00488/AT 2 x trough illuminated fascia sign - 2 Sevenoaks Rd. No observations
(v) TM/14/00182/FL retention and replacement of existing buildings to create a small business centre plus associated works - Cricketts Farm, Borough Green Rd, Ightham. After considerable discussion AGREED that BGPC welcomes this proposal in principle incl the Rummey design/route of the footpath. Further AGREED that there is no reason to remove the bund to the west, as, it is understood, has been suggested by others. However, attention will be drawn to geographical discrepancies in the Planning Statement re Stangate Quarry.
(vi) TM/14/01021/FL extension – 11 Annetts Hall. No observations
(vii) TM/14/01045/FL extension – 6 Griggs Way. No observations | |
| 227. Correspondence
Noted:
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)
Action with Communities in Rural Kent Kent Rural Housing Protocol questionnaire (copies to all cllrs)
T&MBC Bulky Refuse Service dates (copies to all Cllrs)
KCC Monthly bus updates Feb 2014 (copies to all Cllrs)
Rural Services Network Manifesto: Online survey of the membership (copies to all Cllrs)
T&MBC JTB Agenda 17.03.14 (copies to all Cllrs)
KALC Parish News no 375 (copies to all Cllrs)
Kent Police Police satisfaction survey (copies to all Cllrs)
T&MBC PPP minutes and supporting docs 20.02.14 (copies to all Cllrs)
Navigus Plannig Journal of Local Planning Issue 14 (copies to all Cllrs)
T&MBC Flood Support Scheme (copies to all Cllrs)
KALC KALC Motorway Junction Working Group: Terms of Reference (copies to all Cllrs)
KALC DCLG Notes on Neighbourhood Planning (copies to all Cllrs)
Kent Police Kent Police & Ambulance Service event 02.04.14 reminder (copies to all Cllrs)
Kent Police Speed Watch Team mini conference for community Speed Watch practitioners 26.04.14 Maidstone (copies to all Cllrs)
KCC Temporary Road Closure, Basted Lane 3 April for up to 5 days (copies to all Cllrs) | |

These draft minutes are subject to possible amendment by Councillors at the next PC Meeting and ONLY those Minutes, duly confirmed by members present as being a full and proper record of the proceedings of that meeting, can be accepted as "The Minutes" of that meeting'.

Correspondence (Continued)**Noted:** (Continued)

- T&MBC Guidance re disposal of sand bags from the recent flooding (copies to all Cllrs)
- KALC Local Audit and Accountability Act 2014 consultation on draft transparency code for PCs with a turnover not exceeding £25,000 (copies to all Cllrs)
- Kent Police Local crime figures March 2014 (copies to all Cllrs)
- T&MBC Planned road closures: surface dressing Sevenoaks and T&M areas (copies to all Cllrs)
- JPCTCG Draft agenda 01 May 2014 (copies to all Cllrs)
- KCC Change of tel numbers Transport Integration (copies to all Cllrs)
- KALC Membership survey for completion by 30 May 2014 (copies to all Cllrs)
- DCLG Consultation on draft transparency code for town and parish councils with a turnover not exceeding £25,000 (copies to all Cllrs)
- KALC DCLG consultation on Greater Flexibilities for Change of Use report available at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/226632/Greater_flexibilities_for_change_of_use.pdf (copies to all Cllrs)
- KALC TORs KALC Motorway Junction Working Group (copies to all Cllrs)
- KALC Consultation on DCLG Planning performance and planning contributions" document available at https://www.gov.uk/government/news/charges-adding-thousands-of-pounds-to-building-costs-to-be-axed.Comments_required_by_04.05.14 (copies to all Cllrs).

Malling Scouts Invite for a representative to attend St. George's Day Celebration 27th April, 2014, Aylesford. Clerk will see if Cllr Taylor wishes to attend.

Mrs T Dawson Parking in Quarry Hill Rd and associated road markings (copies to all Cllrs) Noted that Cllr Taylor has replied.

T&MBC Invite to T&M Seniors Forum Management Cttee mtg 25.04.14 (copies to all Cllrs) Clerk will see if Cllr Taylor wishes to attend.

KCC Confirmation that the LTP bid to undertake review of outstanding items on BG 9 point action plan for 2014/2015 F/Y was successful. There was some discussion about BGPC making a contribution to the cost of design fees. AGREED to request a member's grant from Kent CCllr Mrs dagger. For further discussion at the next meeting.

228. **Potters Mede Grounds**

- (i) The planning approval for the new football pitch had been circulated to all members.
- (ii) Landscape Services have carried out weedkilling and fertilising treatment; vertidrainage will be done next week and overseeding in May 2014.

229. **Potters Mede Pavilion**

- (i) Broadband installation is now scheduled for 15 May 2014.
- (ii) RESOLVED that normal hire rates will apply for use of the facilities for the BGFC Presentation Day
- (iii) RESOLVED to refuse the hire request from Aces Dog Flyball Team as the size of the hall and the type of floor covering is unsuitable
- (iv) RESOLVED that normal hire rates will apply for use of the kitchen for the League Cup Final: this will include use of the hall
- (v) As a resident has expressed concern about the costs involved with providing senior football facilities at Potters Mede, information will be obtained re the number of players resident in Borough Green.

MT

230. **Recreation Ground**

- (i) Installation of boundary fencing at 13 Lendon Road is awaited. Chairman will continue to liaise.
- (ii) RESOLVED to pay the £65 insurance excess to Southern Water incurred when a stone thrown from the strimmer being operated by BGPC staff broke the windscreen of the company's vehicle parked nearby. AGREED that in future such equipment must not be used when members of the public or private property is in the near vicinity.
- (iii) RESOLVED to arrange for the Wicksteed Annual Inspection and DDA Audit of the playground equipment in the sum of £73.

MT

231. **Isles Quarry and 2005 Parish Plan**

All councillors had received copies of notes from Cllr Taylor on his meeting with Southern Water regarding concerns about planned sewage and surface water disposal. Noted that he has requested FOIs to the Environment Agency and T&MBC for a 'contamination audit trail' from the commencement of works.

232. **Borough Green 2014 Supplementary Parish Plan**
All members had received copies of a Draft Plan which was discussed and amendments made to the Introduction and Population item. Noted that the 'call for sites' needs to be submitted by 31 May 2014 AGREED that all members will give this further consideration and discuss further at the next meeting.

All

233. **Websites**
Cllr Taylor is continuing to set up the new websites and has reported that the Domains will continue to be hosted by Zen Internet, but with Freeservers hosting the sites.

234. **Repeal of s.150 (5) of the Local Government Act 1972 : Implementation and New Developments**
RESOLVED that BGPC will continue to operate the two signature rule on cheques and, if necessary amend Financial Regulations to this effect.

235. **Cheques for Signature**

2013/2014

BACS:

£359.86	E-on – street lighting supply February 2014
£3260.49	Staff salaries
£1274.24	KCC - Superannuation March 2014
£60.00	J Stephens – Websites maintenance March 2014
£2665.97	Inland Revenue PAYE/NI Jan – March 2014
£18.09	Kent Aluminium – Maintenance materials, P Mede
£226.94	SE Contracting – Street lighting maintenance February 2014

3766	£128.37	Cash – Petty cash and tel/BBand reimbursement Jan – March 2014
3767	£68.50	Cash – Rec Gds Imprest a/c reimbursement
3768	£434.40	ACE Ventilation – survey fee, P Mede (Min 66(ii) 05.08.13 refers)
3769	£100.00	COGS – donation, use of room January – March 2014

2014/2015

BACS:

£372.90	T&MBC - Rates April 2014, Potters Mede
£58.83	T&MBC - Rates April 2014, Recreation Ground
£750.00	BGVHMC – Hire of office April - June 2014

3770	£35.00	Action with Communities in Rural Kent – subs 2014/15
3771	£20.00	KCPFA – subs 2014/15
3772	£1130.28	KALC – Subscription 2014/15

Bank reconciliation February 2014

B/F Feb 2014	44289.86
Receipts Feb 2014	<u>387.01</u>
	44676.87
Less Payments Feb 2014	<u>12720.60</u>
c/f 28/02/14	<u>31956.27</u>

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

236. **Written reports**

- All Cllrs had received copies of written reports from Cllr Taylor and T&MBCllr Mrs Murray
- In response to residents' concerns a note will be put in The Voice encouraging people to use the designated crossings at the cross roads and Red Lion: the volume and speed of traffic seems to be increasing and continues to be of great concern. The council continues to work with other authorities in this connection.
- AGREED that councillors will patrol the village at night to ascertain which lights are out after midnight. For discussion at the next meeting.
- A resident has raised concern about the array of advertising for the car wash adj Potters Mede. AGREED that these are out-of-keeping with the street scene at that location. These concerns will be passed to Wrotham PC.

237. **Future dates**
- (i) Date of the next Meeting Tuesday 6 May 2014 (Annual Meeting) commencing at 7.30 pm in the Annexe to The Church of the Good Shepherd
 - (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 3 May 2014 10 – 12 noon
 - (iii) The Annual Parish Council Meeting will be held at 8pm on Tuesday 6 May 2014 in the Church Annexe
 - (iv) The Parish Meeting will be held at 8pm on Monday 28 April 2014 in the small room of Borough Green Village Hall. .

238. There were no confidential matters for discussion.

The meeting ended at 9.58 pm

DRAFT