



Clerk: Mr Bernie Galopin  
Tel: 07568536405



PO Box 635  
Sevenoaks  
TN13 9UX

Email: [clerk@boroughgreen.gov.uk](mailto:clerk@boroughgreen.gov.uk)

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Minutes of the meeting of **Borough Green Parish Council** held in Borough Green Village Hall on **Monday 5th February 2024** starting at **1940**. The meeting was not recorded.

**Present:** Cllrs Taylor (Chairman), Cllrs Butterfill (VC), Shaw Simpson, Rawsthorne, Ramsden, Cllr Rayner (KCC) , Cllr Palmer (TMBC) & the Clerk. There was one member of the public.

**188. Apologies for Absence** Cllrs Millener, Thrush, Reading & Wragg

**189. Declarations of Interest** Chair will abstain from cheques

**190. Minutes of the meeting 8th January 2024 - AGREED**

**191. Matters Arising** - Vacancy Interviews pending contact - Clerk to pursue.

**192 Submissions by County and Borough Members and Members of the Public**

**Cllr Rayner** spoke of a significant increase in Enforcement against local operators BGSP & H+H Celcon. There was pressure from many Districts for KCC to re-establish JTBs in full, and to commence meaningful responses to Planning Applications. If the MOTO application is refused, and it has little to support it, KCC will be vulnerable at the appeal. Libraries are still under threat, but BG seems secure for now as a significant local hub, but the Parish Council has expressed an interest should matters deteriorate.

**Cllr Palmer** reported a recent windfall at TMBC, and that it would be applied to Community Safety, Temporary Accommodation, Renewable Technology, the Local Plan and an extension to Parish Grants.

**The Member of the public** asked about responsibility for PROWs and Bridleways, which is KCC. They also asked about the closure of the Public Toilets, so Chair moved item 196 (iv) .

**196 (vi)** The toilets had been closed and power disconnected after an arson attack. Honeycombe Const and JC Electrical had made the building safe (£185) and we have a repair quote for £675.83 - **AGREED**. It was further agreed that a Portaloo would be sited with agreement of Village Hall if there was any significant delay, and modifications to prevent a recurrence of the damage, and CCTV and moving the side door were discussed.

**193 Planning Matters**

(i) To note Planning Notices as circulated

(ii) Current applications and **responses** as circulated, Update on AGILE and Planning problems

**23/00681/OAEA** - Parish Alliance MOTO letter submitted by WPC - ratified

**23/03513** 29 Wye Rd Dormer window, convert cloak room to shower- No Observations

24/00060/P BGSP Consultation by KCC: Detailed management plan for the final restoration of the site pursuant to Condition 38 of planning permission TM/22/2292 (KCC reference 0175/2023) response circulated - noted

**23/03426** 5, Ascot Close- Two storey side extension, new canopy and internal alterations - No Observations

**23/03461** 51, MAIDSTONE ROAD, conversion outbuilding to create extra habitable space -No Observations

**194 Potters Mede**

(i) Update -Storage Container WKRK grant in hand users to be consulted, CCTV contribution received £3661.34

(ii) Youth Engagement Initiative - KCC Funding may be withdrawn

(iii) Car park Approach by WPC (Part 2)

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## **195 Recreation Ground**

- (i) Inspection - Royal Lifesaving Society - fence repair, stream clearance and monitoring regime - River Bourne. Investigate extra warning sign for parents, but important to preserve the rural setting
- (ii) Bowls Club Lease - Letter of intent - meeting - ongoing
- (iii) Black Horse Mews - subsidence. (Possible contribution towards cost of safeguarding river bank) AGREED
- (iv) Tennis Court/Ballpark - power wash and treat £1160 + £100 external tarmac- AGREED

## **196 Community Issues**

- (i) Counselling Service support and report numbers - noted
- (ii) Charity Policy Draft to comply with S137 to ratify at next meeting
- (iii) Charity fundraising - £100 donation to Dementia charity
- (iv) Toilet power reroute cost £6480, better to change supplier.( See above)
- (v) Clarion hedge Tollgate - write off £50 charge - cost of excess paperwork

## **197 Village Enhancements & Green Spaces**

- (i) Solar estimates, grants available. Bernie to liaise with VH and progress joint applications. There may be a request from VH for an extra grant so they benefit from the community lighting savings - AGREED
- (ii) Darkhill HGV signs -Letter of thanks to Hornet engineering's kind offer to fund £75, PC to install.
- (iii) Still awaiting final formal approval of Ray Chopping Close
- (vi) Harrison Rd flail mowing - missed and cancelled for this year, refund to follow.

## **198 Financial Matters**

- (i) Responsible Financial Officer's report
- (ii) Bank Reconciliations & Balance 31 December 2023 Total Bank Balances £188,055.94 - noted
- (iii) To approve Payment List as circulated. Prop, Cllr Butterfill, 2nd Cllr Shaw AGREED Chair abstained  
Invoices checked : Cllrs Ramsden & Simpson (appendix 1)
- (iv) Rural Grant Scheme - received£3661.34 CCTV, bal of £7322.68 for storage when completed.
- (v) Van Damage. Windscreen £150 excess, repair is £1326 inc vat. Zurich authorised repair by Falcon.
- (vi) Internal Auditor - Chair proposed Martin Fielder-White, 2nd Cllr Butterfill, - AGREED

## **199 Website & Social Media**

- (i) No Report

## **200 Neighbourhood & Local Plans**

- (i) Cllr Rawsthorne tabled a dummy Neighbourhood Plan. Chair and Clerk thanked her for her hard work. After considerable discussion it was agreed to commence a Community Plan based on Cllr Rawsthorne's draft, that would gather the same evidence, but without the expense. It could be converted to a full Neighbourhood Plan and submitted to a Planning Inspector if future circumstances warranted, but it would serve as an important Planning Document. Chair will set up a new Community Plan webpage containing Cllr Rawsthorne's draft, the Character Area Appraisal, draft Design Statement and the 2009 Parish Plan and 2014 Supplementary Document

## **201 Highways & Streetlighting**


- (i) Streetlighting - All 86 columns now LED . Streetlighting will provide a new updated spreadsheet and UKPN submission guide, which should significantly reduce our power costs. The money saved will be applied to community solar and renewable projects

## **202 Quarries & Landfills**

- (i) MWLP Consultation Response circulated
- (ii) Chairman reported on informal meetings with Landfill operators

## **203 Councillors Reports from outside Bodies (max 3 min)**

- (i) D-Day 80 - 6th June 2024 update - Lunch Club commitment, Rochester Pipes and Drums booked, Either Snack Van or Hot Drinks by Community Group from the Pavilion. Heritage Flypast request accepted.



## 204 Future Dates

### (i) Date of next meeting 1930 11th March 2024

At all other times contact the Clerk using the details above

**205 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.

## Part 2

(i) **Potters Mede** Wrotham PC had arranged a site meeting with the Wrotham School developer to discuss community involvement and possible benefits - noted

(ii) **Solar Quotes.** It was agreed to use the lowest of the three draft quotes tabled as a guide to begin the grant application process, but noted those costs may change due to a very volatile supply, and that each day improved products become available. Other quotes to be sought- AGREED

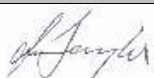
There being no further business, Chairman closed the meeting at **21.36hrs**



**11th March 2024**

## APPENDIX 1

BGPC Payments List February 2024	£
<b>Staff Costs</b>	
Staff Salaries (TBC)	5138.85
HMRC	2580.29
KCC Pensions	2360.00
<b>BACS Payments</b>	
Nu Venture, inv 2979 (Jan)	833.00
SHS Hygiene, inv 45770	320.46
Astra Security, inv SI-107848	30.00
Streetlights, inv 14255	5340.00
Honeycomb, inv 101213	150.00
Greenthumb, inv 03494334	29.00
Play Inspection Company, invoice 66359	282.00
Wrotham Parish Council, inv 484	998.78
Expenses - Mike Taylor	75.05
Expenses - Robert Springett	178.90
Expenses- Barry Glew	197.88
<b>DD Payments</b>	
Zen Internet	13.79
Bank Charges *	22.70
Npower* - streetlighting	1548.79
Npower* - public convenience	225.00
EDF (PM)*	443.00
EDF (RG)*	40.00
Castle Water*	20.87
Castle Water*	15.00
Vauxhall Finance	544.80
* DD amounts may vary on a monthly basis	
<b>Total</b>	<b>21388.16</b>
NB: Receipts during Dec 23 (exc bank transfers)	5784.03
<b>TOTAL BALANCES</b>	<b>£188,055.94</b>
<b>Checked and Signed: Cllrs Ramsden &amp; Simpson</b>	



11 Mar 2024