

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30p.m. on Monday 4 February 2008 in the Annexe to the Church of the Good Shepherd.

Present: Cllr C Willsher (Chairman), Cllrs. J Bailey, Mrs S Murray (9.45pm), S Perry, Mrs B Woodhams. PC D Allen

Apologies: Cllrs S Cole (work), J Enver (illness), Mrs L Cook (personal), Mrs J Lucas (work), Ms F Wakefield (work) T&MB Cllrs D Evans

There were four members of the public in attendance

There were no declarations of interest

Action

113. **Minutes** of the meeting 7 January 2008 were signed as a true record.

114. **Matters Arising**

103. Noted that T&MBC is confident that all appropriate residents were notified about the proposed development in Crow Hill. A site notice was not necessary. Planning notices are usually removed during the construction period.

105. Concerns were raised about the frequent inaccuracies on the unofficial Borough Green News website.

110. Tonbridge & Malling Borough Council solicitors are still awaiting completion of the transfer of land for the proposed footpath Fairfield Road/Station Approach.

115. **Vacancy and Request for Leave of Absence BGPC**

Cllr Mrs Woodhams proposed that Mrs V McWilliam be co-opted to the council. Seconded by Cllr Perry. Mrs McWilliam signed the Declaration of Acceptance of Office and took office. A letter from Cllr Enver requesting leave of absence for six months on the grounds of ill-health was read. Cllr Mrs Woodhams proposed that this be accepted, seconded by Chairman. Agreed.

116. **Planning Matters**

TM/07/4186 1no dwelling – 27 Crow Hill. Permission refused.

TM/07/4251 Conservatory – West Nak N/H 64 Sevenoaks Rd. Permission granted.

TM/07/4438 Archaeological evaluation – development 20/22 Wrotham Rd. Approved.

TM/07/2010 1no dwelling – 765 Annetts Hal. Appeal dismissed.

TM/07/2244 Residential development – 80/82 Maidstone Rd & 1/3 Crouch Lane. Application withdrawn.

82 – 106 Maidstone Rd (car washing garage) – Enquiry re. possible breach of planning control is being investigated.

TM/07/3298 Outline application – 2no dwellings r/o 19-29 Station Rd. Amended plans. All previous comments still apply. Query design and access statements.

TM/07/3409 Extension – 8 Mountfield. No observations

TM/08/0095 Permanent retention of Jamera Shell House used to demonstrate innovative construction techniques. No observations

TM/07/0109 Bungalow conversion to chalet – Little Harps, Crouch Lane. No observations

117. **Correspondence**

T&MBC

Heritage Open Days 2008

Kent Highways

A20 Resurfacing works Feb.'08 (copies displayed on notice boards)

Audit Commission

Details of Audit Commission's Officer appointed to BGPC

KAPC

Planning Information Day 15/3/08 (copies to all Cllrs)

KAPC

Minutes of the mtg. 13/12/07

KCC

Trading Standards warning re. cold-calling trader (copies to all + displayed on boards)

T&MBC

CDRP newsletter Jan. 2008 (copies to Cllrs Cole & Mrs Cook)

KDAONB

Newsletter

T&MBC

Standards Board agenda – meeting 23/1/08 + 2007 Annual Report

Standards Board

Alleged breaches of Code of Conduct Ref: SBE20798 – SBE20802.08: no potential breach of the Code of Conduct found + subsequent conclusion that case had been handled correctly and matters now closed. (Copies to all Cllrs)

KAPC

DOT bus passenger body consultation (copies to all Cllrs)

www.dft.gov.uk/consultations/oopen/buspassenger/busconsultation

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Correspondence (Continued)

T&MBC Change to Police personnel within T&M (copies to all Cllrs)
 Rural Kent Parish Plan related support grant (copy to Cllr Willsher)
 T&MBC CDRP newsletter edition 5 (copies to all Cllrs)
www.tmcridereduction.org.uk
 BMPOS Minutes of the mtg. 14/11/07
 Action with Communities in Rural Kent Magazine - Winter 2007
 Kenward Trust Newsletter no 3.
 KCC PIPKIN presentation documents (copies to all Cllrs)
 Action with Communities in Rural Kent Kent Village of the Year/Rural Community retailer '08
 Sutton Valence PC Planning application re. athletics track, Sutton Valence School
 T&MBC PPP mtg. 6/3/08 (Copies to Cllrs Willsher & Perry)
 Highways Agency Temporary road closures A2 Pepperhill to Cobham scheme
 T&MBC Mayor's Pudding Evening Ightham Mote 28/3/08 (Copies to all Cllrs)
 KCC Pensions seminar 10/3/08 (Clerk will attend)

Mr R Brown Flooding A227 (Copies to Cllr Mrs Woodhams). Cemex responded quickly when this problem was raised yet again. Trenches have now been dug around the field.

CILK Mobile information centre – visit to Borough Green. Agreed to support this in principle. Suggested points of contact will be given.

Volunteer Centre Malling Request for donation – transport scheme. . For consideration at the next budget.

Kent Air Ambulance Trust Request for donation. . For consideration at the next budget.

T&MBC Consultation re. Govt. proposed electronic planning forms (copies to all Cllrs) www.tmbc.gov.uk . Agreed premature as no forms available yet.

KCC Police consultation on youth gatherings (copies to all Cllrs). Information has been displayed on notice boards and all are encouraged to submit responses.
www.kent.gov.uk/council-and-democracy/democracy-and-elections/local-democracy/

Kent Highways Parish spreadsheet Jan. 2008 (copies to all Cllrs). Cllr Perry supplied written comments (copies to all Cllrs). Comments agreed for submission. A site meeting will be requested at which outstanding items in Fairfield Rd will particularly be addressed. Chairman will attend.

T&MBC Cllr D Evans Clarification/confirmation of status and Part 2 agenda items: it was confirmed that 1. David Evans has not been a member of Borough Green PC for over 8 years. 2. Only members of BGPC + Clerk can be in attendance during Part 2 of BGPC meetings. Members of the public, press and County and Borough Councillors must withdraw.

Kent Highways KCC Draft Permit Scheme. Passed to Cllr Perry. For next agenda.

Communities & Local Govt. Consultation re. Code of Conduct (Copies to all Cllrs). Agreed that individual responses will be made.

Ms C Hurll Speed of traffic – pelican crossing A25 (copies to all Cllrs). The letter was read and after discussion agreed to request extra warning signs and seek advice from Medway Camera Partnership. Cllr Perry will act as liaison Cllr.

M Taylor Playground inspections/maintenance (copies to all Cllrs). It was confirmed that regular professional inspections are in place. For further discussion under item 122 of the agenda. Agreed that the Parish Council stands by its original decision not to reimburse Mr Taylor for attending a course in this connection as this was not required/instructed by the council during his employment as Groundsman.

Quarry Liaison Group Minutes of the meeting 29/1/08 (copies to all Cllrs). Cllr Mrs Woodhams reported.

Kent Highways Proposed zebra crossing Western Rd (copies to all,Cllrs). Kent Highway Services have advised that as the result of further consultations, the revised location for the zebra crossing in Western Road is immediately west of the access into Cloke Mews. The works have been programmed for May 2008 and will take approximately 4 weeks. Await answers to questions raised by T&MBC Cllr D Evans.

All

CW

SP

All

SP

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118. **Standing Orders**
Await new Model Standing Orders now expected at the end of April 2008. Chairman and Clerk will commence preparation of BGPC specific additions. CW
119. **Dates of future meetings**
Annual Meeting of BGPC 7.45pm Tuesday 6 May 2008 in the Annexe to The Church of the Good Shepherd. All
Annual Parish Meeting 8pm Wednesday 30 April 2008 in the Small Hall of Borough Green Village Hall All
120. **Isles Quarry West**
The Standards Board for England has advised that the decisions on all complaints against councillors in this connection have been reviewed: the decisions were found to be reasonable and they now consider the matter closed. After a short discussion agreed that Chairman will liaise with other council members before making a written response to Mr Taylor's question as to "why the Parish Council strongly supported development of Isles Quarry West in the LDF". CW
121. **CCTV Working Party**
Agreed that Cllrs Perry, Bailey, Cole and Mrs Cook will form a Working Party to investigate possible options for CCTV in the village. SP/JB/SC/LC
122. **Recreation Grounds**
Report from the Facilities Management Cttee: All Cllrs had received copies and Chairman summarised. Agreed that Clerk will liaise with T&MBC re. possible opening/closing of Rec. Gd. pavilion toilet; Cllr Bailey will meet grounds maintenance staff on site to advise on replanting of hedge on west boundary. Chairman proposed that the Groundsman and Cllr Perry undertake playground inspection courses. Agreed.
Agreed that the pavilion lights will be kept on each evening, as previously agreed.
Chairman proposed that a quotation from Landscape Services in the sum of £288.03 + VAT for repairs to the playground equipment be accepted. Agreed. JB
123. **Potters Mede**
It is hoped that the pavilion will be demolished towards the end of the month. Agreed that there will be no public access to the whole site during demolition.
Chairman has prepared a questionnaire re. a replacement Sports & Community Centre – agreed for distribution with the March issue of The Voice. The Parish Council and Borough Green Village Hall Management Committee have joined forces to plan and build a more substantial on the Potters Mede site.
Chairman reported on a site meeting with the Trees Officer T&MBC. He will liaise and seek advice from Mr Lawrenson. CW
124. **Oral reports from Members, Borough & County Members and Clerk**
Comments about new-style village signposts as published in the Kent Downs leaflet. Query why they are not evident in Borough Green?
Chairman proposed that a quotation from EDF in the sum of £194.85 + VAT for repairs to a street lighting column o/s 14 Sandy Ridge be accepted. Agreed.
Cllrs Perry and Mrs Woodhams will be in attendance in the Parish Office 10-12noon Saturday 1 March 2008. SP/BW
County Councillor Mrs Valerie Dagger is liaising with KCC officers regarding the recent changes to the no. 70 bus service.
It was confirmed that Chairman and Cllrs Perry, Mrs Murray and Mrs Woodhams have all received letters from The Standards Board for England advising that the decisions on complaints against them have been reviewed: the decisions were found to be reasonable and they now consider the matter closed. It is understood that T&MBCllr Evans has received a similar letter.

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125. Cheques for Signature

Auto-Pay

£720.95	R Springett - Asst. Groundsman 1/1 - 31/1/08
£1400.63	H Damiral - Clerk January 2008 + pay award w.e.f 1/4/07
£479.44	W Austin - Caretaker/Groundsman 1/1 - 31/1/08
£266.46	EDF Energy – Street light supply, October 2007
£750.00	BGVHMC – Office rent January – March 2008
£129.60	BGVHMC – Hire of Hall, Pop-In Jan-March 2008
£32.40	BGVHMC – Hire of Hall, Foot Clinic Jan-March 2008
£12.00	BGVHMC – Hire of Ctee.Room, Appeal meeting 18.12.07
£547.11	KCC – Superannuation January 2008
£1227.88	KCC – Mowing Potters Mede & Rec.Gd. 2007
£227.03	EDF Energy – Street light maintenance, November 2007
£227.03	EDF Energy – Street light maintenance, January 2008
£227.03	EDF Energy – Street light maintenance, February 2008
£60.00	J Stephens – Websites maintenance January 2008
£153.11	Coblends Nurseries Ltd – Hedging, Rec.Gd.
£2546.88	Inland Revenue – PAYE/NI Oct – Dec. 2007
£646.25	Audit Commission – Audit fee 2006/07
£97.29	Neat Ideas – Office supplies
£498.81	Kidman's – Mower, Rec.Gd + mower/strimmer maintenance
£202.75	Petty Cash, tel. rental + broadband reimbursement Oct – Dec.2007
£190.56	Wrotham PC – Skate Park inspections/maintenance
£100.00	Age Concern Malling – Donation (replacement of cheque Dec.07
£145.00	SLCC – Annual subs. 2007/08
£75.00	Compaid – Donation
£100.00	Kenward Trust – Donation
£100.00	Victim Support West Kent – Donation
£20.67	C Willsher – expenses, Pipkin seminar

Proposed by Cllr Perry, seconded by Cllr Bailey that the above cheques be paid. Agreed.

126. Resolved to enter in committee

All councillors had received copies of information about an employment tribunal. After some discussion Chairman proposed that the committee section of the meeting be closed and the meeting be continued in open council. Agreed.

Cllr Mrs Murray proposed that Thomas Mansfield LLP be appointed as BGPC solicitors in connection with the above, seconded by Cllr Bailey. Agreed.

Chairman proposed the meeting continued in committee. Agreed. There was discussion about the current post of Groundsman/Caretaker. Chairman and Clerk will liaise.

CW

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