



## BOROUGH GREEN PARISH COUNCIL



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Established 1934

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

The Borough Green Parish Council Meeting took place at 1930 in the COGS Annexe on 1st September 2025. 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 Policy, which is published on our website.

Yours faithfully

Clerk & Responsible Financial Officer

Present: Cllrs Taylor (Chair), Ramsden (Vice Chair), Reid, Butterfill, Proto, Heselden, Thrush, Shaw, Millener & the Clerk. Cllr Rayner (KCC) and TMBC Cllr Palmer. There were three Members of the Public

### 236. Apologies for Absence Cllr Reading

### 237. Declarations of Interest Cllr Ramsden- related to contractor

### 238. Minutes of the meeting 4th August 2025 - AGREED

### 239. Submissions by County and Borough Members and Members of the Public

**Cllr Rayner (KCC)** Spoke about Local Government Reorganisation, and that Kent was not on a fast track. There was significant debt in some Councils and it would be unfair to West Kent if that was simply shared. There was some danger of loss of staff to Counties like Surrey being re-organised now. Wrotham PC expect the Moto JR to happen 2nd week in November. Current TMBC members may serve an extra unelected year whilst the new Unitary Members organise the new Authority.

Cllr Palmer advised that the Local Plan Reg 18 consultation was before HPSSC on 21st October and begin consultation. We had also been advised that there was a narrow window to transfer non-value assets before a Government restriction was imposed, and Local Parishes might want to take on Whitegate Field, Basted Mill POS, & Platt Woods. Chair advised that whilst much is still restricted, he can advise that this Plan looks far more fair and equitable than past versions.

There was some discussions about recent Fly-tipping in Crouch Lane, and the swift Council response. Information had been received from KCC Minerals regarding the recent Hanson letter regarding Mineral Rights, and that there had been no formal approach in the Mineral Plan. Chair advised that quarrying finished when ragstone levels fell below 30% and it would not be viable to restart quarrying without a decent financial return.

### 240 Matters Arising -

- (i) Councillor Vacancy

### 241 Planning Matters

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

**25/01293/PA Ivy Cottage Rock Rd** TPO consent remove declining sycamore T1 in TPO

**25/01353/PA 27 Quarry Hill Rd**, Subdivision and change of use of part of site to create a detached dwelling with new access onto The Landway (Self build). It was felt an access onto the Landway would create safety hazard to pedestrians on the PROW.

**Black Horse Fishbar - mobile** - Lawful Development Cert - strong suggestion to move around the side, concerns about overpowering smell, and discharge of waste water.

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## **242 Potters Mede**

- (i) Power supply progress report
  - (ii) Lighting Conversion to LED - Business Grant may be available - ongoing.
  - (iii) Air Con repairs - Cllr Millener - awaiting rebuilt PCBs.
  - (vi) Update on compensation for gate damage - ongoing
- (v) Scouts new young group, increased rate agreed £300 to £350 pcm - AGREED
- (vi) Our contribution to the upgraded fence to PM Bungalow and pond - £4k + vat, -AGREED

## **243 Recreation Ground**

- (i) Pavilion Refurbishment  
Grant application update High Speed survey undertaken - v positive response. (*Results Appendix 1*)  
DDA audit completed - suggest landing on ramp, and coloured stair nosings. Handrail steel £153.87 - completed and painted Honeycomb to install. Cllr Proto appointed as Project Manager, assisted by Chair and Clerk - first meeting 10am Wed 2nd Sept. Honeycombe to be instructed to proceed with 40% roof repairs, and program DDA ramp after that, whilst the main project was designed - AGREED
- (ii) Bowls Club - CCTV and Solar Panel assets transferred,  
Agreed by Bowls Committee - rent £225 inc to £250, water £100 -to £125
- (iii) CEOs visited the Recreation Ground spoke to youngsters and obtained info, issued ticket for loose dog. It was noted that whilst there is no Bylaw controlling dogs, CEOs have the power to issue tickets under the Public Space Protection Order. Members agreed it was important to keep the Rec clean and safe for children playing.
- (iv) All the Play Area "bongers" have been replaced with upgrades - sound checks to be carried out.
- (v) We had a request to purchase the Rec Pavilion !! They were advised it is a Community Asset, and not for sale.

## **244 Councillors Reports**

- (i) Cllr Butterfill - Resilience Planning. To work with Clerk and TMBC - AGREED
- (ii) There was considerable discussion about reinstating hanging baskets. All supported the idea, but KCC's demands for permits, annual fees and engineering certificates for each column had made hanging baskets unviable, and our contractors have all gone bankrupt as Parishes across Kent cancelled their contracts. Cllr Heselden to investigate

## **245 Community Issues**

- (i) Request to use IQE for off-road mountain biking Group - proposal and licence - SIGNED & PAID
- (ii) Digger hire & land clearance - £185+ vat + £500 + fuel £54.85 - AGREED  
TMBC have supplied two black bins - now marked, one on site and dumpy bag removed and recycled. Mr Byrne is conducting a GPS survey to map the new paths. He is setting up a Community Interest Company to manage the facility, which will report back to the PC.
- (iii) Fallen trees IQE - felled and made safe
- (iv) IQE signage proposal for discussion - defer
- (v) Transport Select Cttee Paper, local bus services, BSIP, rate discussion with Nu Venture, passenger numbers remain stable. Clerk to pursue grant aid for 2026
- (vi) Ken has repainted Planters grey - very smart
- (vii) More graffiti in Toilets, reported and some cleaned. Discussion about night closures and staffing. GB to be contracted to remove external graffiti, and advise suitable chemical products to prevent paint adhesion,

## **246 Village Enhancements & Green Spaces**

- (i) Harrison Rd/Surgery TPO - awaiting caution
- (ii) Conyerd Rd trees/scrub update. Ongoing Land Searches, Highways Report 888765  
No 23 resident informed. Clerk, Groundsmen and residents cleared a lot of scrub  
Treeability quote £522 +vat - Cooper Estates to pay-direct . Chippings to go to Harrison Rd paths- prob Monday
- (iii) Himalayan Balsam - Allingham Way culvert reported to EA



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## 247 Financial Matters

- (i) Responsible Financial Officer's report
  - (ii) Bank Reconciliations & Balance 31 August 2025 Total Bank Balance **£179,555.71**
  - (iii) To approve Payment List (*Appendix 2*) Prop Chair, 2nd Cllr Shaw, AGREED, Cllr Ramsden Abstained  
Invoices checked : Cllrs Taylor and Butterfill - signed
  - (iv) New Van - Purchased 2nd Hand £12,000 +vat - AGREED
- NB - 3 failed lease deals, Zurich insurance £675.63, RFL £345, HPI Check all clear, Vinyls ordered - Registered to 41 Maidstone Rd - PO Box not acceptable, Van registered with BGVHMC - AGREED

## 248 Website & Social Media

Comments re Pavilion Consultation - see Appendix 1

## 249 Neighbourhood & Local Plans

- (i) TMBC Local Plan new Call for Sites finished - consultation to start after HPSSC October 21

## 250 Highways & Streetlighting

- (i) Speedwatch Group - Cllr Shaw has organised group meeting
- (ii) Darkhill Rd Yellow Lines - update
- (iii) Moto legal update - WPC JR 2nd week November
- (iv) Resident Fairfield complained about failed lights, but hasn't responded with location - Cllr Proto to check
- (v) Resident complained about Crossroads traffic hazard - KCC refused full set of lights

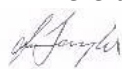
## 251 Quarries & Landfills

- (i) BGSP - multiple complaints windblown sand -KCC & TMBC Enforcement informed - in hand
- (ii) Hanson Land Registry re Mineral Rights

## 252 Future Dates

- (i) **Date of next meeting 1930 6th October 2025 COGS Annexe,**  
At all other times contact the Clerk using the details above

**253 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 .  
There being no items for Part 2 Confidential, Chairman closed the meeting at 21.38



**6th October 2025**

## APPENDIX 1 SURVEY RESPONSES

Borough Green Parish Council would like to thank all those people who kindly participated in our recent snap survey for the refurbishment of the War Memorial Pavilion in the Recreation Ground.

The Pavilion is owned and controlled by the Parish Council, and we have an obligation to maintain and refurbish it for the benefit of the community. That is exactly what we've been planning on doing. The Parish Council were overwhelmed with the number of responses by email, through our website and in person, which wholeheartedly supports the feedback and views of residents received over many years: That the Pavilion needs to be refurbished to serve the community.

The survey results were incredibly supportive. Based on questions provided to us from potential funders, we received 125 replies in just over 24 hours, in addition to feedback over the years. Here are the highlights:

- 99% fully support the Parish Council in refurbishing the Pavilion and would use it.
- 55% of respondents live within Borough Green and 45% live in neighbouring villages. It was incredibly encouraging to learn that the Recreation Ground attracts families from neighbouring villages.
- Most respondents wanted the Pavilion to incorporate improved toilets, baby changing facilities, upgraded disability access, facilities to sell basic refreshments, a capability to hold children's parties, community events and meetings.
- All age ranges between 18 and 65+ were evenly represented.

We're still planning and scoping what our best options are, but all of these wonderful ideas that our residents have proposed are very much in our thoughts.

When the Pavilion is refurbished, it will become the very heart of the community, situated within the fantastic community space of our Recreation Ground with its very popular children's play area, tennis courts, perimeter footpath, woodland walk, playing field, ballpark and Bowls Club. Local communities will benefit from its facilities, and it will become more inclusive for people with disabilities or issues with movement. Many users, even those from neighbouring villages, walked to the Recreation Ground or used the carpark in Western Road.

We plan to use local builders for the renovation work and to source local retailers and suppliers to supply goods and services from the Pavilion once it is up and running. As stated, many of the respondents live in Borough Green but there is a high proportion who reside in neighbouring villages. Some local businesses in the High Street have experienced a downturn in business recently, and these plans from the Parish Council should help to increase passing trade, which will support High Street retailers.

## APPENDIX 2 PAYMENTS LIST

### BGPC Payments List September 2025

#### Staff Costs

|                |         |
|----------------|---------|
| Staff Salaries | 6259.42 |
| HMRC           | 2644.65 |
| KCC Pensions   | 2643.69 |

#### BACS Payments

|                          |         |
|--------------------------|---------|
| Astra, inv SI-110834     | 30.00   |
| WPC, inv 590             | 3603.77 |
| DR                       | 315.00  |
| Tony Byrne               | 554.85  |
| Greenthumb, inv 05439226 | 32.50   |
| Nu-Venture, inv 3191     | 833.00  |
| BG                       | 345.00  |
| BG                       | 37.47   |
| KM                       | 40.00   |
| KM                       | 244.19  |
| BG2                      | 66.00   |

#### DD Payments

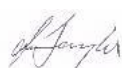
|                                        |        |
|----------------------------------------|--------|
| Zen Internet (monthly charge)          | 13.79  |
| National Domestic Rates RG             | 57.00  |
| COGS - The Voice Magazine              | 300.00 |
| Bank Charges *                         | 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  |
| Stellantis (formerly Vauxhall Finance) | 544.80 |

\* DD amounts may vary on a monthly basis

|       |          |
|-------|----------|
| Total | 19660.43 |
|-------|----------|

|                                                 |         |
|-------------------------------------------------|---------|
| NB: Receipts during Aug 25 (exc bank transfers) | 1168.19 |
|-------------------------------------------------|---------|

Signatures Cllrs Taylor & Butterfill



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