



## 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 4th August 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, & the Clerk. Cllr Rayner (KCC) and TMBC Cllr Palmer. There were eight Members of the Public

**218. Apologies for Absence** Cllrs Reading, Thrush, Millener, Shaw, Heselden & Proto

**219. Declarations of Interest** Cllr Ramsden - relatives employment

**220. Minutes of the meeting 7th July 2025 - AGREED**

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

**TMBC Cllr Palmer** raised her concerns about the refusal of TMBC to enforce TPOs, and urged Parishes to ensure the TPOs were currently valid.

**KCC Cllr Rayner** reported that the new Administration at KCC intended to follow the existing budget. On devolution he warned that the Government had no plans to take on Borough or County debts, that meant boroughs in West Kent such as TMBC could be hit hard with debt sharing under the reorganisation, which would be particularly unfair to residents who have suffered from the careful financial management in recent years, whilst more profligate councils have had the benefit of uncontrolled spending in the past and now had their debts passed on.

**Members of the Public** raised concerns:

**Speed and Air Quality.** Chairman pointed them towards the Speedwatch program which was seeking volunteers, and that a 20mph limit had been on our Highway Improvement Plan for some years without any progress. Air Quality in past years had been poor, and a Monitor installed at the Red Lion. Because of electric vehicles and improvements in diesel technology, AQ had dropped significantly and the monitor was being removed. Odd days of traffic congestion did not lead to the high levels of air pollution we had seen in the past.

**Conyerd Rd Trees** A resident - a resident emphasised that he did not believe the parish council were taking the situation seriously or acting expediently. It was confirmed that action is being progressed as promised item 227 (ii).

**222 Matters Arising -**

(i) Councillor Vacancy

**223 Planning Matters**

(i) To note Planning Notices as circulated

(ii) Current applications and **responses** as circulated,

**25/01/01195/PA** LDC 27 Normanhurst Loft conversion, rear dormer front skylight

**25/01/01194/PA** LDC 27 Normanhurst Single storey rear extension

**25/01/01167/PA** 172A Maidstone Rd 2 New pitched roof dormers and a single storey front extension

*No observations on any application*

**224 Potters Mede**

(i) Power supply progress report. Clerk reported significant reductions in power costs

(ii) Lighting Conversion to LED - Business Grant may be available - ongoing.

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- (iii) Air Con repairs - Cllr Millener reported by email that Toshiba no longer supplied the parts we need, but he had an electrical engineer who he used who could repair the existing PCBs. AGREED
- (iv) Update on compensation for gate damage - no response
- (v) ESP Extinguisher update - This was sharp practice by a supplier - EJP report our extinguishers are all fully compliant and within their inspection timetable
- (vi) PM kids crossing to 3G - BGJFC report that they have advised parents of the dangers, but could not control what happened when children left the club group

## 225 Recreation Ground

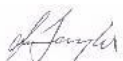
- (i) Pavilion Refurbishment - Working Group- notes of meeting 14th July circulated.  
Grant application update, decide scope of works, roof repairs,  
It was decided to progress asap the repair of the front 50% of the roof to ensure it was weather tight before winter. Whilst the scaffolding was in place, the contractor will inspect and report on the condition of the remaining roof, and a decision taken then. Clerk will speak to TMBC to "split" the grant to allow roof repairs to be effected quickly. Building Control advise we do not need BC approval for repairs. Members elected Redland Red Pantiles for the repairs to match Originals, and authorised the contractor to commence work as soon as grant funding was approved - AGREED.  
Update on Building Control requirements. We do not need BC approval for our planned disabled access ramp and doors because this is an existing culturally important building - any improvements are welcome even if they do not meet requirements for new build. The contractor is pricing external ramp - AGREED  
Main Refurbishment Cllr Proto will be Project Manager, assisted by the Chair, and may require a Building Control approval, but BC advise not required for our Thermal Efficiency improvements.  
Update on Disabled Access requirements - to approve cost of access survey- Both Building Control and Cllr Proto advised a Disability Assessment be carried out. 7 requests were sent, two replies at between £1200-£1425. Chairman to await further quotes, and he has delegated power to appoint up to £1425 - AGREED  
Cllr Proto and her fellow consultant had advised that we were "missing" a handrail on the left end of the veranda. Chair costed a new rail at £230, but using existing steel stocks felt this handrail and one for the left hand steps could all be built within £200 +vat - AGREED

## 226 Community Issues

- (i) Request to use IQE for off-road mountain biking Group - Mr Byrne has carried out a huge amount of work on existing paths to provide a safe access. His main aim is to provide a smaller bike facility for younger children on the main floor, and in an inspection visit with the Chair has identified an area of flat scrubland in the north west of the site, just below Thong Lane bridge. He will also keep the main IQE paths clear, establish wider "passing points" to prevent clashes between cyclists and walkers, to establish this younger area, and to improve safe access to the existing bike area. We have drafted a License for approval, and hopefully that can be signed up soon. There will also be a permanent secure First Aid kit on site, and an informal register of users parent phone numbers in case of accidents. Members were very supportive, and thanked Mr Byrne for his efforts - AGREED  
Urgent - swaying tree IQW -Nick from Treeability attended today and whilst the tree may fall soon, there is no risk to the public or Thong Lane traffic.
- (ii) Toilet, Library, VH - graffiti - GB of Kemsing had removed all graffiti, excellent job, and they waived any charge to the Village Hall.
- (iii) Skatepark - update on major repairs. Chairman circulated pictures of the latest work. It was heartening to see the man assisting KAS had been one of the teenagers in 2004 who helped build the Skatepark.

## 227 Village Enhancements & Green Spaces

- (i) Harrison Rd/Surgery TPO - update- 13 months later still no result
- (ii) Conyerd Rd trees/scrub update. As agreed, Chair has carried out multiple Land Searches, both on Land Registry and TMBC's own Portal. and has established that the land abutting Quarry Hill Rd is owned by KCC, the grass strip south of Conyerd is wholly owned by Cooper Estates, confirmed with them, and a request lodged to effect a land transfer to the PC. The woodland south of the post and rail fence is owned by No 23 Conyerd. The PC has no ownership of, or responsibility for, any of this land, although we have cut the grass in the past as a favour to an aging resident. The Chairman has lodged a KCC Highways Report 888765 regarding the overhanging tree, and the scrub west of Quarry Hill is included in our annual flail mowing contract to keep the pavement and sight lines clear because KCC's regime is not regular enough.



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## **228 Financial Matters**

- (i) Responsible Financial Officer's report - we are in a healthy position and have not had to transfer reserves
- (ii) Bank Reconciliations & Balance 31 July 2025 Total Bank Balance **£217,273.15 Appx 1**
- (iii) To approve Payment List (Appx 2) as circulated. Prop, Chair, 2nd Cllr Reid - AGREED  
Invoices checked : Chair & Cllr Reid
- (iv) New Van - £2510.04 initial deposit - AGREED  
Clerk has lodged a complaint against Vauxhall who failed their delivery promises, but insist on a further two month payment on the old van hire. But this is offset by a lease reduction of £416 from £454 pcm, a significant saving, coupled with savings from the new solar charger at PM
- (v) Zurich renewal - despite the increase in assets and liabilities, the increase was minimal - £7572.90 - AGREED
- (vi) Bowls Club - transfer of assets solar panels and CCTV - AGREED
- (vii) Bowls Club - increase in rent from £225 to £250 per qtr - AGREED (subject to review)
- (viii) Bowls Club - water charge increase £25 per qtr to £125 - AGREED (subject to review)

## **229 Website & Social Media**

- (i) Foodbank - Chairman was invited by Foodbank Volunteers to view the new premises that we had helped finance, and was very impressed with their operation, which serves 35 vulnerable families in the community. Pictures posted to website and Facebook

## **230 Neighbourhood & Local Plans**

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

## **231 Highways & Streetlighting**

- (i) Speedwatch Group - no report
- (ii) Darkhill Rd Yellow Lines - awaiting contract date
- (iii) Moto legal update - Good news from Cllr Rayner - a Judge has agreed that Wrotham PC do have a case that can proceed to Judicial Review probably in November under Aarhus rules limiting costs, and with the support of TMBC Planning Department

## **232 Quarries & Landfills**

- (i) No report

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

- (i) Cllr Ramsden reported on a Wrotham Anonymous box in the store for residents to report antisocial behaviour and the like. Clerk and Chair to approach Nisa to see if such a scheme can be started in Borough Green

## **234 Future Dates**

- (i) **Date of next meeting 1930 1st September 2025 COGS Annexe,**  
At all other times contact the Clerk using the details above

## **235 Exclusion of Public and Press:** Pursuant to Section 1(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.

There was no further business, or Part 2 Matters, Chairman thanked Members and closed the meeting at 20.56

*NB - Next meeting 1st Sept will not allow time for Clerk to present Bank Reconciliations. These will be circulated by email, included in the Draft Minutes, and ratified at the October meeting.*



1st September 2025

## APPENDIX 1 Bank Reconciliations

1200 857 - £100.00

1201 811 - £47,197.15

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

1203 UTB - £ 84,976.00

1205 CCLA - £85,000 (statement not received yet. Will send out asap)

Total cash reserves as at 31/07/25 – **£217,273.15**

## APPENDIX 2 PAYMENTS LIST

| BGPC Payments List August 2025                   |          |
|--------------------------------------------------|----------|
|                                                  | £        |
| Staff Costs                                      |          |
| Staff Salaries                                   | 6389.82  |
| HMRC                                             | 2514.25  |
| KCC Pensions                                     | 2643.69  |
| BACS Payments                                    |          |
| Astra, inv SI-110737                             | 30.00    |
| DR                                               | 345.00   |
| Zurich Insurance, inv 546829009                  | 7572.90  |
| Nu-Venture, inv 3168                             | 833.00   |
| Provision - van deposit                          | 2510.04  |
| RS                                               | 67.83    |
| BG                                               | 354.00   |
| KM                                               | 150.64   |
| 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                                            | 25422.06 |
| NB: Receipts during July 25 (exc bank transfers) | 2304.54  |

Signatures Cllrs Taylor & Reid



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