

Minutes of the meeting of Borough Green Parish Council held at 7.30p.m. on Monday 4 April 2005 at Potters Mede

Present: Cllr Mrs S Murray (Chairman), Cllrs. J Bailey, Mrs J Barrow (7.50pm), J Broad, B Hughes, J Phillips, C Willsher, Mrs B Woodhams
Apologies: Cllr Mrs J Lucas, T&MB Cllrs D Evans & Mrs J Harrison, County Cllr Mrs V Dagger

There were three members of the public in attendance

Cllr Mrs Murray declared an interest in all planning applications and advised that she would not take part in any related discussions.

166. **Minutes** of the meeting 7 March 2005: 156 -TM/05/0264 delete 'Sighted' add 'sited'. The amended minutes were signed as a true record.
167. **Vacancy BGPC**
Chairman, Vice-Chairman and Clerk had met with the applicants. Chairman proposed that Mr S Perry be co-opted to BGPC and, should there be a subsequent vacancy for co-option within the next 3 months, this be filled by the appointment of Miss L Robinson. Agreed. Mr Perry signed the declaration of acceptance and took up office.
168. **Matters Arising**
155.147 Cllrs Willsher and Mrs Woodhams will be in attendance at Parish Office 10-12noon Saturday 30 April 2005. CW/BW
155.149 Chairman has contacted the likely owner of part of land required for the Fairfield Rd/Station Approach footpath. Cllr Hughes will meet with the owner and T&MBC on site. BH
157(b). Clerk reported on her discussions with the Police regarding parking at j/o High St/A227: they are unable to suggest alternative arrangements. Agreed to ask T&MBC to arrange for traffic wardens to patrol at delivery times.
161. Cllr Hughes reported on the progress of the Skate Park lease: minor amendments have been made and it is now in the hands of the solicitors.
165. A date for the meeting with the Y&C Area Officer is still awaited. A subsequent meeting with Platt and Wrotham parish councils will then be held.
169. **Planning Matters**
Cllr Hughes took the chair.
TM/05/0744 Demolition of porch & construction of lobby and w.c. – 6 Monkton Road. No observations.
TM/05/0749 Timber shed to front of property – 17 Fairfield Road. No observations.
TM/05/0684 Loft conversion 10 Hill View – Application and details for LDC noted.
Planning decisions
TM/04/4026 Demolish garage, construct extension - 31 Annetts Hall. Permission granted
TM/04/4225 Extension + demolish garage & porch - 12a Ascot Close. Permission granted
TM/04/4328 Condition 14 of 04/2155 alterations & access - Land south of Orchard House, Sevenoaks Road. Details of watching brief.
TM/05/0133 Change of use of garage, conversion of kitchen and garden. Permission granted.
TM/05/0266 Extension - 27 Staleys Road. Permission granted.
Chairman, Vice-Chairman and Clerk will meet with agent to discuss proposed redevelopment at 'Ingleside', Maidstone Road. SM/BH
Cllr Mrs Murray resumed the chair.
170. **Oral reports from Members and Clerk**
Speed restrictions, Borough Green, were discussed. The Rural Constable will be invited to meet with councillors 7pm Monday 6 June 2005 Potters Mede. All Cllrs
KCC will be asked to consider installation of improved safety barrier j/o Fairfield Rd/A227. CW
Cllr Willsher is preparing highways inspection report for the parish.
Frequent abuse of Dryland Road highway by contractor's vehicles will be referred to Cooper Estates and KCC.
Noted that reconstruction of boundary wall Western Rd Car Park/A25 is likely to be completed within the next 3 weeks.

171. **Correspondence****Noted:**

SERPA Newsletter & AGM
 T&MBC Kent Highways Partnership & Kent Design (Copies to all Cllrs)
 T&MBC Performance & Finance Booklet 2004/05
 T&MBC Copy letter to ODPM re local govt. formula grant 05/06
 KAPC Newsletter & Agenda 17 March 2005
 Maidstone & T Wells NHS Trust Open Hospital – Health events (notice displayed)
 ADAS Short Presentation for Parish Councils
 DEFRA Quality Parishes & parish planning
 Kent Downs Landscape Design Handbook, newspaper & newsletter
 DEFRA Partnership in rolling out broadband to rural communities
 T&MBC Gardening for Wildlife Award Scheme
 Arriva Bus timetable
 CPRE Newsletters
 KCC Kent Trails magazine
 Kent Highways Copy letter to resident re crossing A227 + parking restriction
 T&MBC PPP minutes March 2005 – copies to Cllrs Hughes and Willsher

KAPC New Information Day 9 May 2005: Clerk will attend.

172. **Seeboard Street Lighting: 2005/06 maintenance agreement and charge**

Cllr Willsher proposed agreement of Seeboard's installations/services schedule and £184.09 + VAT per month maintenance charges. Seconded by Cllr Hughes. Agreed.

173. **Vital Villages**

A quotation for printing the Parish Action Plan had been received from T&MBC in the total sum of £1139.22. Chairman proposed that this be paid. Agreed. The documents will be available for collection from the Clerk on 7 April 2005: distribution all as before.

All Cllrs

174. **Burial Ground**

A letter from the Environment Agency was received and procedures required to progress the possible site adj Potters Mede were noted. After discussion agreed not to proceed with this particular site.

175. **Recreation Grounds**

Potters Mede pavilion: The structural survey is currently being undertaken.

Recreation Ground: Trees have been felled on boundary with Harrison Road and the adjoining resident is extremely pleased with the results.

Vertidrainage: The grounds are still too wet for this work to be carried out at present.

There then followed the period for public consultation

There was further discussion about a burial ground and the likely need.

Concern was raised about the length of time that the Skate Park lease is taking and the delay in providing a Youth Worker. The future of the Drop-In was discussed: noted that a new Chairman of the management committee will be appointed at the AGM on 13 April 2005.

176. **Cheques for Signature****Pre-Meeting****Auto-Pay**

£836.64 R Springett - Asst. Groundsman 1/3 - 31/3/05
 £856.32 H Damiral - Clerk March 2005
 £625.72 W Austin - Caretaker/Groundsman 1/3 - 31/3/05
 £120.00 J Stephens - Websites maintenance February & March 2005
 £564.00 Duncan Simpson Treeservices Ltd - tree surgery
 £1877.95 PC World - Computers
 £156.15 Kidmans – mowers maintenance Rec Gd/P Mede
 £52.22 Kidmans – strimmer service
 £1139.22 T&MBC - Printing of Parish Action Plan
 £113.75 Vizards Wyeth – Solicitor's fees VAT element only (final) – Barrier, P Mede
 £1333.12 Inland Revenue – PAYE/NI Jan – March 2005
 £1642.05 KCC – Superannuation October 2004 – March 2005
 £334.35 Cash – Petty cash + tel + Broadband Jan – March 2005
 £45.00 Cash – Rec. Gds. Imprest a/c

176. **Cheques for Signature (Continued)****Meeting****Auto-Pay**

£273.02 T&MBC - Rates, Potters Mede April 2005

£59.52 T&MBC - Rates, Recreation Ground April 2005

£216.29 Seeboard - Street lighting maintenance April 2005

£1778.27 KCC - Office furniture

£852.48 KAPC - Subscription 05/06 + Local Council Review

£246.75 Dupi (UK) Ltd – Computers installation & software

£152.45 Cash – Reimbursement office equipment incl hoover & computer sundries

£47.00 KAPC – Course fee

Proposed by Cllr Willsher, seconded by Cllr Mrs Barrow that the above cheques be paid. Agreed.

177. **Resolved to enter in committee**

Revised working arrangements for grounds maintenance staff were discussed. Agreed in principle to employ a third member of staff to work primarily at the Recreation Ground.