

BOROUGH GREEN PARISH COUNCIL

Clerk: Mr Bernie Galopin
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Established 1934

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Minutes of the Meeting of Borough Green Parish Council held in Borough Green Village Hall on Monday 6th December 2021 starting at 1930. The meeting was recorded to ensure the accuracy of the minutes

Present: Cllrs Taylor (Chairman), Cllrs Shaw, Wray, Perry, Ramsden, Millener, Simpson, Crawley & the Clerk. Cllr Palmer (TMBC) was present, and one Member of the Public.

146 **Apologies for Absence** Cllrs Redrup & Reading & KCC Cllr Rayner
Council Vacancy discussion to Co opt in Part 2

147 **Declarations of Interest - None**

148 **Minutes of the meeting 1st November 2021 - AGREED** (Cllrs Perry & Simpson Abstained)
Minutes of the Finance Meeting 11th Nov - AGREED (By those present at that meeting)
Cllr Perry reported he had not received an Agenda. Chairman noted they were posted on the Noticeboard and websites, and any member who hadn't received them should report it to the Clerk, or download a copy.

149 **Matters Arising** from those minutes
124 Landway light progress. Cllr Wray reported it had been working when he has passed
116 MA Hazelbourne Gate awaiting Crest response

150 **Submissions by County and Borough Members and Members of the Public.** Chairman moved items 157 (i) & (ii) and 158 (i) to allow free discussion.
Cllr Palmer reported on the Boundary Commission submission from Shipbourne PC, and members agreed to support that submission. The Local Plan was discussed, and the Chairman advised the Legal Team was fully up to speed, but any submissions will be made direct to the Inspectors at the Inquiry. There was discussion about Brown Bin collections, KCC Public Waste facilities, and fly-tipping.

151 **Planning Matters** to hand
(i) To note Planning Notices as circulated
(ii) Current applications and responses circulated

TM/21/03162/LDP 21 Lingfield Road LDC: Loft dormer conversion and all associated works

TM/21/02989/FL 12 Crow Hill Demolition of existing outbuilding and erection of two bedroom detached dwelling (Use Class C3), plus associated parking and use of existing vehicular access

TM/21/02992/FL 1 Wye Road First floor side and rear extensions and partial conversion of garage to habitable room

TM/21/02431/FL 40 Maidstone Road Drop kerb

TM/21/02549/FL 2 Crow Hill New porch and dormer window

TM/21/02642/FL 3 Mountfield Demolition single storey side extension and erection of new single storey side extension

TM/21/02671/LDP 24 Conyerd Road LDC Proposed: extend the length of the existing dropped kerb

TM/21/02783/FL 113 Maidstone Road First floor/roof extension to form 2 additional bedrooms and en-suite shower room to master together with internal alterations to ground floor to form kitchen/diner

TM/21/02835/FL 14 Staleys Road Proposed single storey side extension inc new garage. New & front porch

TM/21/02840/LDP 31 Quarry Hill Road LDC Proposed: Loft conversion with rooflight windows

TM/21/02846/FL 8 Fox Lea Garage conversion into a habitable room and the retention of two existing parking spaces on the dwelling frontage.

NO OBSERVATIONS on any application.

MOTO TRUCK PARK It was agreed to lodge an objection on MGB grounds against the application, but that it was not our responsibility to suggest alternative sites, although the chosen site seemed poorly located.

(iii) To note Arcus Solar Farm, Stangate project . Awaiting meeting to discuss planning gain

152 **Potters Mede**

- (i) Mower - deferred for new financial year
- (ii) Party Policy - Clerk to vet applicants, and given authority to refuse suspect bookings.

153 **Recreation Ground**

- (i) Play Area Revamp - Clerk reported on CCTV & shed upgrade, the Opening, benches, Revamp Plaque, litter bin and signage installation, and that Inspection & construction snagging would take place Friday 10th. Chairman reported TMBC Mayor Roger Roud would perform the Opening Ceremony.
- (ii) Pavilion re-paving was scheduled for 10th January, Defib power has failed, electrician notified.

154 **Village Enhancements**

- (i) Planters - Sandra's completed for Lights Celebration. Members thanked Mr Glew for an excellent build.
- (ii) Christmas Lights 27th November Good turnout despite terrible weather. Sandra's absence created a few hiccups, meeting in January to plan future events.
- (iii) Bulb Planting - All bulbs now planted
- (iv) IQE PROW Fencing and Deep Quarry sign completed.
- (v) Chairman is meeting the Surgery Manager to discuss Harrison Rd parking & the foot clinic. It was decided the best solution would be a lockable barrier that Scouts/Cubs could open to operate a safe one-way system, but the road will be closed at all other times, allowing overflow parking for the surgery. Chairman to liaise with Scouts, BT and Reynolds, and produce Plan for next meeting, and check Fire Brigade access requirements.

155 **Financial Matters**

- (i) Clerk's RFO report. Cash flow remains very tight, but careful management of payments means that we should reach the Y/E without using reserves. As a prudent backup, a facility has been arranged with TMBC to draw a £25k advance on next year's precept
- (ii) Bank Reconciliations 30 November as circulated- noted
- (iii) Electric Van / Charger tenders - two received, agreed to appoint P&T £700.
- (iv) To approve Payment List as circulated & amended. Prop Cllr Millener, Sec Cllr Perry - AGREED
Invoices checked by Cllrs Simpson & Taylor, payment Cllr Taylor checked by Cllr Ramsden.
 - (a) Proposed £300 Initial commissioning inspection of Play Area - AGREED
 - (b) One off donation to support The Voice of £200, and to discuss regular ongoing funding in the next F/Y alongside the Voice seeking donations from readers as Plaxtol do - AGREED
 - (c) Regular grant to BG Christmas Lights of £1500. Chairman outlined the funding sources for the Lights, and the possible future loss of TMBC support. The Lights are an integral part of village life. AGREED
- (v) Finance Committee report - there was considerable discussion about the heavy expense of the Play Area Revamp, the new van, the Pavilion and the new path, and how that impacted on our reserves during the current financial year, and planned projects for next year including Cllr Wray's perimeter path in the Rec.

Chairman commended the Finance Committee report and its conclusions:

"That this Committee recommend a Precept increase of 15%, £31,038 for FY 21/22" AGREED Unanimously.

Cllr Simpson called a strong vote of thanks to the Clerk for his exceptional work, seconded by the Chair - AGREED

Clerk to produce a Finance Report and Mission Statement to explain our financial position and the need for the Precept increase. Whilst 15% may seem a huge figure, it will only be a minute increase as part of the full Council Tax bills, and represents only £6.70 per household per annum

Chairman called for a short break 2045 - 2100

156 **Website & Social Media**

- (i) No report

157 **TMBC Local Plan & Policies**

- (i) Boundary Review SPC draft submission including Offham in BGLM, agreed by Offham and Hadlow. BGPC to support and submit the same. AGREED
- (ii) Local Plan progress - see above

158 Highways & Streetlighting

- (i) Update on Waste Services- see above
 - (ii) Report on Highways meeting & Highway Improvement Plan. Darkhill 40mph TRO lodged. Noted concerns about the loss of the 30mph stretch Hazelbourne to Quarry Hill Rd, but Chairman reported KCC had discovered that no TRO was ever lodged by the developer. KCC will continue to monitor, but members felt parking adjacent to Hazelbourne entrance needed monitoring.
 - (iii) It was agreed to ask KCC to investigate and program repairs to dangerous pavements throughout the village.
- (iv) KCC are attempting to charge load testing for Baskets and Christmas Lights. They want to charge wind load for each Decoration, load testing for each basket, and a permit for each column, totalling apx £3600. BGPC will offer 1 sample wind test, 1 sample load test to assist KCC with its desktop load calculations, and will submit one bulk permit application for all columns. BGPC spend enough money already covering KCC shortfalls in service such as saltbins and gritting, and if KCC persist we should look at invoicing KCC for those services. - AGREED Unanimously
Chairman had reported the matter to the Joint Transportation Board where KCC will be required to submit a report in March justifying their demands. Chairman also asked KCC through the JTB to defer any action until that report had been received.

159 Quarries & Landfills

- (i) No update

160 Councillors Reports from outside Bodies (max 3 min)

- (i) Facilities & Green Spaces Review Group - Cllr Simpson seeking more community volunteers.
- (ii) Chairman reported VHMC- Lining this Sunday if weather OK, and thanked Cllr Millener for the recent road sweeping. It was agreed to investigate pavement sweeping further in the new F/Year.
- (iii) Cllrs Shaw & Millener raised concerns about the ancient and polluting buses being used on the 306/308 route, but the truth is the route makes so little money that better equipped operators will not take it on.
- (iv) Memorial Bench Policy. Clerk tabled the policy that will allow residents to site new benches on BGPC land, or affix Memorial Plaques to existing benches, at a small nominal cost, and at the discretion of BGPC.
- (v) Cllr Perry suggested developing and lodging a Local Plan policy identifying areas of the village to be protected, such as the Quarry Hill Area of Historic Importance, but these have no planning weight.

161 Future Dates

- (i) Date of next meeting **Monday 10th January 2022**
At all other times contact the Clerk using the details above

162 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.

Members are reminded that any release of information from a Part 2 discussion is contrary to the Standards Code and an offence under the above Public Bodies Act.

PART 2 CONFIDENTIAL. (Full Report to be circulated)

Standards Matters - No update

Discussion on co-option. Members chose one of two very strong candidates, and the Clerk will write to both. It is hoped the unsuccessful applicant will leave their application on file ready for the next vacancy. It was felt that the unsuccessful candidate had significant skills, and would be encouraged to contact the Christmas Lights Committee .

Clerk assured Cllr Simpson that he was lodging a claim with Zurich to cover recent unforeseen legal costs.

There being no further business, Chairman closed the meeting at 21.55 and wished members a Happy, Peaceful and Safe Christmas

APPENDIX 1 PAYMENT LIST
Borough Green Parish Council
Payments Schedule December 2021

	£
Staff Costs	
Staff Salaries	4,301.97
HMRC	2,031.13
KCC Pensions	1,013.78
BACS Payments	
Green Thumb, inv 187332	22.50
Arnold Tarmac Ltd, inv	2,250.00
Ian Law Fencing	10,778.00
SHS Hygiene, inv 41731	552.00
SHS Hygiene, inv 41875	552.00
Commercial Services, inv LS201883	233.71
Karl Burrluck	60.00
Kent Aluminium, inv 13235	34.66
Mike Taylor expenses	468.00
Barry Glew Expenses	296.66
Barry Glew Expenses	341.31
Bernie Galopin Expenses	123.00
DD Payments	
Zen Internet	11.99
Bank Charges *	21.73
ALD*	301.32
TMBC	57.00
Wex *	5.40
Npower	425.64
EDF (PM)	443.00
EDF (RG)	13.00
* DD amounts may vary on a monthly basis	
Total Payments	24,337.80

Note-Additional payments made in November

1. Eibe	25,962.00
2. Eibe	40,000.00
3. Astra Securities	4,262.00
4. Zurich Insurance	607.27
5. Ian Laws Fencing	2,380.00

73,211.27

Signatures

1 Cllr Taylor 2 Cllr Simpson
 Cllr Taylor's expenses countersigned by Cllr
 Ramsden