

## DRAFT MINUTES

Immediately prior to the meeting councillors met with two candidates for co-option to the parish council, Mr Bartosz Wlodarczyk and Mr Andrew Hickmott.

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 12 September 2016 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), Mrs T Dawson, Mrs Gould, A Hickmott, S Millener, S Perry, T Shaw, H Willard and B Wlodarczyk.

There were two members of the public in attendance

### Action

Chairman proposed that item 99 of the agenda be taken first. RESOLVED.

#### 99. Vacancies BGPC

- (i) T&MBC had advised that no election has been called for the vacancy caused by the resignation of Cllr Ms Moorecroft.
- (ii) Subsequent to earlier interviews Chairman proposed that Mr Andrew Hickmott and Mr Bartosz Wlodarczyk be co-opted to Borough Green Parish Council. RESOLVED. The new members were welcomed and invited to take up their seats.
- (iii) Cllrs Hickmott and Wlodarczyk signed the official declaration of Acceptance forms.
- (iv) To replace the previous councillors Cllr Hickmott was appointed as a BGPC representative to BGVHMC and Cllr Wlodarczyk as a BGPC representative to BMPOSJC.

AH  
BW

#### 95. Apologies for Absence Cllr Dobson,

#### 96. Declarations of Interest

In the course of normal business being conducted all Councillors confirmed that that they are open-minded and that any comments they make are done so without bias, pre-disposition or pre-determination, irrespective of personal comments made outside the meeting.

Councillors will take into account any relevant information put before them and not rule out any factors before reaching a final decision.

Cllr Taylor declared an interest in item 112: cheques for signature

Cllr Willard and Cllr Mrs Dawson declared an interest in item 101(vi): Planning application 22 The Landway

Cllr Willard declared an interest in item 103: Potters Mede ground

#### 97. Minutes of the Meeting 8 August 2016: All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

#### 98. Matters Arising None

#### 100 Period for Public Consultation

Mr Bailey advised the council that he has submitted a new draft agreement regarding his right of way across the Recreation Ground car park. AGREED to await advice from the council's solicitor.

#### 101 Planning Matters

- (i) Decisions  
Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)
- (ii) TM/16/02344/FL extension and internal alterations - 14 Conyerd Road No observations
- (iii) TM/16/02363/TPOC cut back Holly to clear roof - btwn 3/5 Rock Road No observations
- (iv) TM/16/02205/FL Alterations and change of use to specialist dental surgery - Caxton House, Maidstone Rd. No observations
- (v) TM/16/02576/FL extension, loft conversion and garage - 55 Western Rd. No observations.
- (vi) TM/16/02715/FL Demolition of workshop and erection of 5no dwellings, access, parking and amenity Areas - 22 The Landway. Cllrs Willard and Mrs Dawson left the meeting. After discussion AGREED that BGPC does not disagree in principle to some development of the site but the proposal is inappropriate and unsympathetic to nearby properties. There is over-intensification and the access road would not support the amount of additional traffic  
Cllrs Willard and Mrs Dawson returned to the meeting.
- (vii) TM/16/02671/FL Replacement extensions - 18 Wye Road. No observations.

#### 102. Correspondence

##### Noted:

Kent Can Regular newsletters and funding (copies to all Cllrs)

Rural Services Network News Bulletins (copies to all Cllrs)

T&MBC PPP agenda 08.09.16 (copies to all Cllrs)

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Action

### Correspondence (Contd.)

#### **Noted (contd):**

KALC Draft minutes meeting 04.08.16 (copies to all Cllrs)  
KCC Monthly bus updates July & August 2016 (copies to all Cllrs)  
T&MBC St George's Court, Wrotham: site inspection 28.09.16 (copies to all Cllrs)  
T&MBC JPCTCG: draft agenda 21.09.16 (copies to all Cllrs)  
T&MBC Agenda Area 2 Planning Cttee 17.08.16 (copies to all Cllrs)  
KALC Flood Wardens' Seminar 12.11.16 (copies to all Cllrs)  
NALC National developments, meetings and survey (copies to all Cllrs)  
KCC Local Transport Plan 4 consultation (copies to all Cllrs)  
KALC River Medway Flood Storage Areas newsletter (copies to all Cllrs)  
KCC Kent County Council Bus Funding Review: consultation responses and outcomes (copies to all Cllrs)  
KCC Kent County Council Bus - reporting of potholes (copies to all Cllrs)  
KALC UKPN national power cut helpline (copies to all Cllrs)  
T&MBC Community Safety Partnership newsletter Sept/Oct (copies to all Cllrs)  
KALC Independent Economic Study: Full Report on E.Facing Slip Rds (copies to all Cllrs)

**KCC** Change of Highway Steward (copies to all Cllrs) BGPC recorded thanks to Highway Steward Martyn Colley for his excellent work.

**T&MBC** Cllr Taylor reported from the Area 2 Planning Cttee advising of possible Enforcement Action on Sainsbury's re the High St store..

**High Weald Councils Aviation Action Group** Updates incl. draft minutes of the mtg 5.7.16, agenda 13.09.16 & invite for forthcoming visits to LGW (copies to all Cllrs) Cll Perry advised that the Noise Management Board is now active and reported on possible lower charges for night flights..

#### 103. Potters Mede Grounds

- (i) Recently donated trees have now been planted. RESOLVED to approve an invoice from DW Salt in the sum of £140 for the hire of a digger.
- (ii) A post hole borer will be required for additional smaller plantings
- (iii) Landscape Services carried out a 'Weed & Feed' but subsequent rain may have lessened the effects.

#### 104. Potters Mede Pavilion

- (i) A request for use of the pavilion early on Saturday mornings for a 'Boot Camp' fitness group was agreed.
- (ii) RESOLVED that a 10% discount can be given to hirers making regular block bookings.
- (iii) RESOLVED that if repairs to the flushing mechanism of one of the toilets cannot be repaired in-house, Mr Burrluck will be asked to fix. A door lock will also be repaired
- (iv) Subsequent to a Smart Meter being installed, EDF are reducing the monthly electricity charge for the rest of the year to £77 per month w.e.f October 2016

MT

#### 105. Recreation Ground

- (i) Right of Way across the car park: Chairman confirmed that the new draft agreement received from Mr Bailey has been passed to the council's solicitor. Await his advice and report.
- (ii) RESOLVED to approve an invoice from DW Salt in the sum of £95 for the hire of a digger for ground works.
- (iii) RESOLVED that if repairs to the flushing mechanism of the ladies' toilet cannot be repaired in-house, Mr Burrluck will be asked to fix.
- (iv) Noted that scheduled 'Weed & Feed' treatment could not be carried out due to inclement weather.

MT

#### 106. Risk Assessments

No report

#### 107. Isles Quarry Redevelopment

- (i) The Thong Lane bridge has now been demolished and the culvert cleared
- (ii) Noted that the construction of pavements has almost reached completion. The emergency vehicular access gate will then be closed.

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**108 War Memorial**

- (i) The newly-seeded grass is growing well and has had its first cut.
- (ii) Delivery of replacement highway signs is awaited.
- (iii) A draft list of the names of people to be commemorated on the War Memorial has been displayed in the Library and on the council's website [www.boroughgreen.gov.uk](http://www.boroughgreen.gov.uk)

**109 Replacement tree - j/o Rock Road/Quarry Hill Road**

- (i) Local landowner Gallagher Propertied Ltd are thanked for offering to donate the ragstone cladding for the new wall.
- (ii) Chairman advised that a previously quoted estimate of £2,000 approx. from N Taylor, builder, still stands providing that there are no complications with drainage. RESOLVED that this be accepted.

**110. Defibrillator**

Cllr Mrs Dawson advised of details a cost analysis that she has undertaken. A large number of small donations would make this project more affordable. Cllr Mrs Dawson will prepare a report for The Voice.

TD

**111. 3G Pitch, Wrotham School**

- (i) No further information has been received on the management of the committee with particular regard to the Community Use Agreement and accounting procedures.
- (ii) After some discussion AGREED no action at present.

**112. Cheques for Signature**

**BACS:**

£382.00	T&MBC - Rates September 2016, Potters Mede
£50.00	T&MBC - Rates September 2016, Recreation Ground
£3410.68	Staff salaries August 2016
£1521.79	KCC - Superannuation August 2016
£134.25	Wrotham PC – Skate Park maintenance
£86.12	Kent Aluminium - P Mede maintenance materials
£226.94	SE Contracting – Street lighting maintenance August 2016
£141.91	Travis Perkins - Playbark, Rec Gd. (2nd delivery)
£140.83	Travis Perkins - Bark and compost, P Mede
£355.56	KCC - Maintenance supplies - Rec Gd/P Mede
£80.28	BT - telephone rental, Potters Mede
£22.50	Green Thumb - lawn re-seeding, War Memorial site

**D/D:**

£236.00	EDF – supply, Potters Mede, September
£12.00	EDF – supply, Recreation Ground, September
£295.61	Ford Lease – vehicle lease September 2016
£383.11	E-on – street lighting supply August 2016
£2,752.67	PWLB – No 1 loan 6m repayment £50.01
£50.00	WEX Europe Services (UK) Ltd – fuel for mowers

3944	£211.57	M Taylor – Road signs, adj War Memorial site
3945	£650.40	S V Electrical - Power supply, Recreation Ground
3946	£235.00	M&S Paving - digger hire, Recreation Ground & Potters Mede

**Bank reconciliation July 2016**

B/F July 2016	121219.70
Receipts July 2016	<u>924.09</u>
	122143.79
Less Payments July 2016	<u>26066.02</u>
c/f 31/07/16	<u>96077.77</u>

Proposed by Cllr Perry, seconded by Cllr Willard that the above payments be made.  
RESOLVED

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**Action**

**113. Written Reports**

Chairman reported on a recent visit from The Men of the Trees, particularly drawing attention to an interesting specimen of Cherry tree in Sandy Ridge: two species grafted together. Recent plantings at Potters Mede were approved.

**114. Future Dates**

- (i) Date of the next Meeting Monday 3 October 2016 in the Annexe to The Church of the Good Shepherd 7.30 pm.
- (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 1 October 2016 10 – 12 noon

all

MT/SG

all

115. There were no confidential matters for discussion.

The meeting closed at 8.32 pm

DRAFT