

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 7 January 2008 in the Annexe to the Church of the Good Shepherd.

Present: Cllr C Willsher (Chairman), Cllrs, J Bailey, S Cole, Mrs J Lucas, Mrs S Murray, S Perry, Ms F Wakefield, Mrs B Woodhams

Apologies: Cllr Mrs L Cook (work commitments & illness), T&MBCllr D Evans

There were 4 members of the public in attendance.

Declarations of interest: Item 103 Planning Matters – Cllr Mrs Murray declared an interest in all planning applications and said that any view expressed would be purely based on information received to date and could change as more information became available.

Action

100. **Minutes** of the meeting 3 December 2007 were signed as a true record.

101. **Matters Arising**

87. The Skate Park committee has discussed and agreed insurance cover details.

89. It was confirmed that the item 'Oral reports from Members, Borough & County Cllrs. and Clerk' will continue to be included on monthly Parish Council agendas. Cllr Mrs Woodhams proposed that there be some flexibility to allow for last minute urgent oral reports. Seconded by Cllr Bailey. Agreed.

102. **Vacancy BGPC**

Prior to the meeting Cllrs met with the three applicants for co-option. Chairman proposed that this be discussed under item 112 of the agenda. Agreed.

103. **Planning Matters**

TM/07/3298 Outline application: 3no cottages – r/o 19/29 Station Road. Previous comments reiterated and need to be addressed. Mass of proposed development will affect neighbouring properties.

TM/07/4186 1no dwelling – 27 Crow Hill. Objections:1. Dangerous entry/egress to site
2. Incorrect 'low vehicle movement' statement
3. Intimidating development – out-of-keeping and will dominate street scene
4. Query lack of kitchen facilities.

Insufficient notification to nearby residents will be queried.

TM/07/4251 Conservatory – West Bank Nursing Home, 64 Sevenoaks Rd. No observations.

TM/07/4438 Archaeological evaluation – residential development adj. 20/22 Wrotham Rd Rely on expertise of T&MBC officers. Concerns about stability of fencing and security of site.

Planning decisions

TM/07/3509 Conservatory – 5 Black Horse Mews. Permission granted.

TM/07/3717 Tree surgery – 18 Dryland Road. Permission granted.

TM/07/3725 TPO tree surgery – Unit 6 Station Court, Station Approach. Per. granted.

TM/07/3763 Landscaping – 1 Crow Hill. Details approved.

TM/07/3765 Materials – 1 Crow Hill. Details approved.

65 Annetts Hall. Alleged unauthorised fly tipping is being investigated by the Enforcement Officer

104. **Correspondence**

Noted:

Commission for Rural Communities Community Empowerment Awards information

NALC Newsletter January 2008

Skate Park Minutes of meetings 6/12/07 and 3/1/08 (copies to all Cllrs)

M Taylor Copies of 2no complaints to Standards Board (copies to all Cllrs)

T&MBC 'Love Food, Hate Waste' campaign information leaflets

Highways Agency Planned roadworks SE England Dec.07 – Feb. 2008

KAPC Further information re Post office closures (copies to all Cllrs)

T&MBC (Chief Solicitor) Standards Board DVD 'The Code Uncovered' available to borrow as a 'useful training aid for members in the new code of conduct'

Kent Rural Towns 'Sustainable Buildings, Sustainable Communities' seminar

T&MBC Recent plng. briefing session – Powerpoint presentation (copies to all Cllrs)

KAPC Constitution + newsletter no 329

Local Channel Local Column Dec.07 available at www.thelocalchannel.co.uk

Kent Downs Kent Downs Streetscape Design Handbook

KCPFA Newsletter

Correspondence (Continued)

T&MBC	JTB Supplementary report re Medway Court, Aylesford	
T&MBC	'Wise-Up' food, safety and health matters newsletter Issue 11	
T&MBC	Western Road crossing progress report (copies to all Cllrs)	
Kent Police	Magazine Dec 2007	
D Evans	Copy letter to T&MBC for safety audit to be undertaken at Isles Quarry recycling site. Particular concern about night-time conditions.	
KCC	Funding opportunity: Kent Messenger/Barclays. (Copy to Cllr Willsher)	
T&MBC	Street numbering: 'The Nest' 3 Crow Hill Road	
CPRE	Magazine December 2007	
KHS	Temporary speed limit, A20 Wrotham. (Displayed on boards)	
English Rural Hsg Assn	Newsletter winter 07/08	
KHS	PIPKIN local transport seminar 10/01/08. Copy to Cllr Willsher who will attend.	CW
Lord Lieut.of Kent	Civic service 4/3/08. Clerk will attend.	
Charlton Athletic FC	Community sports scheme Request for meeting to discuss 'working with young people' agreed.	
T&MBC	Request for Potters Mede recycling centre. Chairman has replied advising that land is allocated for other purposes. Agreed.	
Wrotham PC	Skate Park insurance. As reported under 'Matters Arising'.	

105. **Standing Orders and Council Procedures**

It is understood that new Model Standing Orders will be available in the New Year. Further details will be given at the January KAPC meeting: Cllr Willsher will report back. Agreed that if Model is delayed for too long some updating of BGPC SOs will be made.

CW

106. **Isles Quarry West**

In view of recent complaints to Standards Board on this subject, agreed no discussion. For consideration at a later date.

107. **Recreation Grounds:**

All members had received copies of a report from the Facilities Management Cttee. Thanks were expressed to Cllr Bailey for his assistance with removal/replacement of hedge at the Recreation Ground.

Chairman's reply to Cast Trading re. Rec. Gd. Hedge and pavilion clock noted.

The surveyor is working on revisions to design details of the Rec. Gd. Pavilion with an aim to reduce costs.

Chairman will liaise with KCC in the Spring re. possible funding opportunities.

108. **Potters Mede**

Clerk advised of required procedures prior to demolition of the building. Results of the asbestos survey are awaited. An e-mail recently sent to the loss adjuster, outlining the current position, was read.

Agreed that the Facilities Cttee. will consider the Feasibility Study re. leisure facility at land adj. Wrotham School and make proposals as a 'starting point' for possible replacement building. For subsequent consultation with all members before sending to the surveyor.

CW/SP/BW/JB

All

109. **Precept 2008/2009**

All members had received copies of the 7-month budget report, proposed 2008/09 budget, finance committee proposals and accompanying notes. There was some discussion about the merits of a Teen Shelter and the need for CCTV. Noted that production of preferred Speedwatch equipment has been delayed: other options may be considered. Cllr Mrs Lucas proposed that budget items (11) Speedwatch and (12) CDRP/PCSO be combined and re -allocated for CCTV. Seconded by Cllr Bailey. Agreed. After further discussion Cllr Mrs Woodhams proposed that the budget be accepted including: 1. salaries for grounds maintenance staff be increased w.e.f 1/4/08 in accordance with the recommendations 2. Clerk's salary be increased to sp. Pt. 34 w.e.f 1/4/08 3. Precept of £95,318 for the financial year 2008/09. Seconded by Cllr Ms Wakefield. Agreed

110. **Oral reports from Members, Borough and County Councillors and Clerk**

Noted that T&MBC decisions re 2008/09 grant applications will not be made until February 2008 and officer recommendations are by no means guaranteed.
 Financial implications on T&MBC residents as a result of the 'free' bus pass scheme noted.
 Concerns about current use of Maidstone Road premises as car-washing business will be passed to T&MBC.
 T&MBC has advised that the transfer of land for the proposed footpath Fairfield Road/ Station Approach is still in the hands of the solicitors. It is understood that when completed the construction work will commence immediately.
 Cllrs Bailey and Mrs Lucas will be in attendance in the Parish Office 10-12noon Saturday 2 February 2008.

JB/JL

111. **Cheques for Signature**

Cllr Mrs Woodhams proposed an expenditure of approx. £132.50 + VAT to Coblands Nurseries Ltd for replacement hedging at the Recreation Ground. Seconded by Chairman. Agreed. Await invoice.
 Chairman proposed that £100 be paid to the Church of the Good Shepherd for use of the Annexe for PC meetings October – December 2007. Agreed.

Auto-Pay

£672.47	R Springett - Asst. Groundsman 1/12 - 31/12/07
£1124.22	H Damiral - Clerk December 2007
£441.92	W Austin - Caretaker/Groundsman 1/12 – 31/12/07
£438.57	KCC – Superannuation December 2007
£264.63	EDF Energy – Street light supply, Dec. 2007
£60.00	J Stephens – Websites maintenance Dec. 2007
£23.76	Kent Aluminium – Maintenance materials, P Mede & Rec. Gd
£661.62	Wrotham PC – Skate Park inspections/maintenance + insurance
£100.00	Church of the Good Shepherd – Use of Annexe, PC meetings Oct–Dec 2007

Proposed by Cllr Mrs Murray, seconded by Cllr Perry that the above cheques be paid.
 Agreed.

112. **Resolved to enter into committee**

There was discussion about the recent Appeal meeting following the dismissal of an employee. Thanks were expressed to Cllr Cole for his excellent Chairmanship.
 Following discussion about earlier interviews it was agreed that at the next meeting Mrs V McWilliam will be proposed for co-option to the Parish Council.
 Agreed that Chairman will carry out preliminary discussions about community facilities for the village.

CW

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