



BOROUGH GREEN PARISH COUNCIL



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Established 1934

www.boroughgreen.gov.uk

DRAFT The Borough Green Parish Council Meeting took place at 1930 in the COGS Annexe on 1st December 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, Use and Retention Policy, which is published on our website

Yours faithfully

Clerk & Responsible Financial Officer

Present: Cllrs Ramsden (Acting Chair), Reid, Proto, Heselden, Thrush, Shaw, Millener, the Clerk and TMBC Cllr Palmer. There were four members of the public present.

289. Apologies for Absence KCC Cllr Rayner, Cllr Taylor, Butterfill and Reading

290. Declarations of Interest Cllr Ramsden – related to contractor

291. Minutes of the meeting 6th October 2025 - AGREED

Matters Arising -

- (i) Councillor Vacancy – No movement, remains vacant.

292. Submissions by County and Borough Members and Members of the Public

Cllr Pakmer spoke about the Local plan and the meeting held at the Borough Green Village Hall on Friday 28th November 2025. Following a good turnout the strong support was noted to protect our greenbelt and current infrastructure. It was highlighted that construction traffic would bring significant problems to the area. The Planning Application system at TMBC will revert to the old system.

MOP: Highlighted the activities of the community bike initiative which are taking place in a woodland area provided by the Parish Council. Although activities seem to be highly supported by various stakeholders and is well used it was advised that any further activities are deferred until a meeting between the MOP and councillors, which will take place in January 2026.

MOP: Highlighted concerns regarding moving traffic in Western Rd, particularly lorries, that mount pavement areas making it unsafe for pedestrians and other road users. It was mentioned that concerns had already been brought to the attention of KCC, local police and local lorry operators but the problem remains a safety concern for local residents. The MOP was given the clerk's details and asked to send him any photographs or videos which he would send on to the local police.

293 Town Status

- (i) To note leaflet campaign - to house, shops and Library, online survey running. Results to be announced at January meeting prior to formal vote. To investigate mailing list (Cllr Ramsden)

294 Planning Matters

- (i) To note Planning Notices as circulated
- (ii) Current applications and responses as circulated,

25/01524/PA – 12 Brockway, retrospective application, involves the erection of an outbuilding – No observations

25/01946/PA – 170 Maidstone Road, demolition of one dwelling and erection of 6 dwellings – No observations

295 Potters Mede

- (i) Lighting Conversion to LED - progress report – Ongoing.
- (ii) Air Con repairs - Thanks to Cllr Millener. Note emergency purchase of fan heaters, installation of a new warm air and air conditioning unit. Repair of the underfloor heating to be undertaken. Work being carried out as a priority.
- (iii) Update on compensation for gate damage – Further contact with Kent Police. Still no progress from their side. Escalation now a consideration.
- (iv) BG Scout hut update – Plans/options had only just been circulated to members prior to the meeting. Four

options being considered. Whilst the Parish Council remain highly supportive of the Scouts using Potters Mede members felt that other options on the site to locate the hut should be considered. Discussions remain ongoing.

(v) Fire alarm certificate obtained. No faults recorded.

(vi) TMBC Rural Grants Scheme audit conducted. TMBC recognised the benefit of the grants from the acquired assets and there were no concerns raised.

(vii) BGWJFC considering options for ground maintenance of the football pitches at PM.

(viii) Investigate low level lighting, possibly standard/table lights

296 Recreation Ground

(i) Pavilion Refurbishment - Cllr Proto updated members that the roof part of the project has been completed. The building of a disability ramp requires further input from builders and regulators. Work on the pavilion will cease now until the New Year. The clerk will develop a business plan and will continue to seek funding opportunities. Cllr Proto was thanked for her hard work, insight and commitment.

(ii) ASB – there have not been any police reports of ASB or criminality in the Rec Ground since the last meeting.

(iii) Petanque Court – No discussions on this matter but Parish Council remains open on developing a space if interest is confirmed.

297 Councillors Reports

- (i) Cllr Reid – Provided positive feedback of her recent meeting in Lenham concerning the ramblers group. She intends to promote walking activities and wildlife initiatives through the Parish Council and through networking opportunities. She volunteered to take up the role of Wildlife Warden.

298 Community Issues

(i) Covered in 292 above. To add that activities must refrain at this time due to enforcement action and the need to stop and reflect. This relates to all activities and includes IQE mapping & signage proposal.

(ii) *It was agreed to provide financial support to TMBC for the ASB Team for £2000, following their request for additional funding.*

(iii) It was agreed to provide a donation of £2000 to the Christmas Lights Committee. Two councillors from BGPC and three staff members, including the clerk and two groundsmen, provided volunteer services for the event this year on 29th November 2025. Thanks was provided to BGPC staff and Cllrs.

(iv) It was agreed to provide a donation to a local charity of £150 to buy Christmas presents for local children in the care of Social Services.

(v) BGVH advised that the cost of hiring the Village Hall for the luncheon club (for senior citizens) will increase by 20% from £15 to £18, but we still get regular hire discount of 10%. It was agreed by the Parish Council that we will continue to support this wonderful initiative from a financial perspective for our elderly residents, but any future price increases would have to be monitored closely in terms of affordability.

299 Village Enhancements & Green Spaces

(i) Harrison Rd/Surgery TPO – No update

(ii) Hanging Baskets – It was agreed that the instalment of hanging baskets could be a good addition to the scenery around the village. Cllr Heselden is developing a costed plan for the initiative. This matter was put over to the PC meeting in February 2026 with a view to plan for the Spring.

300 Financial Matters

(i) Responsible Financial Officer's report

(ii) Bank Reconciliations & Balance 30 November 2025 Total Cash reserves - £244,278.83

(iii) To approve Payment List as circulated.(annex 1)

Invoices checked: Cllr Shaw and Cllr Thrush. Prop Cllr Heselden. 2nd Cllr Millener.-AGREED

(iv) Air Source heating upgrade PM to ratify exec decision – approximately £5.000 – AGREED.

(vi) Precept for FY 26/27 proposed, following Finance Meeting on 19 Nov 2025, for 5% increase – AGREED.

(vii) Budgets for FYTD 26 (6 months to 30/09/25), budget forecast for FY/E 26 and FY27 discussed with highlights –Approved.

(viii) COGS confirmed that Parish Council meetings can continue in the annexe into 2026.

301 Website & Social Media

(i) Online Survey ongoing

302 Neighbourhood & Local Plans

(i) TMBC Local Plan - consultation runs 10 Nov to 2nd January. BGPC submission to be drafted and circulated and ratified at the next meeting

(ii) Covered in 292 above.

303 Highways & Streetlighting

(i) Speed watch Group – Cllr Shaw stated that the Speed watch group are continuing to make progress.

(ii) Moto legal update – Review expected w/c 8th December

304 Quarries & Landfills

(i) BGSP - multiple complaints windblown sand -KCC & TMBC Enforcement informed - in hand

305 Future Dates

(i) Date of next meeting 1930 5th January 2026 COGS Annexe,
At all other times contact the Clerk using the details above.

306 Exclusion of Public and Press: Pursuant to Section1(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.

Part 2 - There were no items for Part 2, Chairman closed the meeting at 2200 hrs

ANNEX 1

BGPC Payments List December 2025	£
Staff Costs	
Staff Salaries	5578.02
HMRC	3326.05
KCC Pensions	2643.69
BACS Payments	
Astra, inv SI-111335	30.00
Nu Venture, inv 3237	833.00
Greenthump, 05749375	32.50
SV Electrical, inv 5487	222.00
WPC, inv 599	1762.82
EJP Fire Protection, inv 49420	294.00
Poppy Appeal RBL	211.00
Donation Request, BG Christmas Lights	2000.00
Honeycomb, inv 101265	5534.94
Honeycomb, inv 101266	670.25
Honeycomb, inv 101267	1746.00
Honeycomb, inv 101269	900.00
DR	315.00
KM	263.87
BG	41.30
BG	150.00
BG	126.96
RS	48.75
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
Total	28196.24
NB: Receipts Nov 25 (exc bank transfers)	2760.42
Signatures Cllrs Shaw & Thrush	