

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 2 March 2009 in the Annexe to the Church of the Good Shepherd.

Present: Cllr C Willsher (Chairman), Cllrs. J Bailey, Mrs L Cook, Mrs J Lucas, Mrs V McWilliam, Mrs S Murray, S. Perry, T Shaw, M Taylor, Mrs B Woodhams.

Apologies: Cllr S Cole (work),

There was 1 member of the public in attendance

Declarations of interest: Item 140 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

138. **Minutes** of the meeting 11 February 2009: Start time of meeting – delete '7.30pm' add '7.45pm'. Item 135 (ii) delete 'Polars' add 'Poplars'. The amended minutes were signed as a true record.

139. **Matters Arising**

121. It was noted that T&MBC PPP meetings are open to members of the public who may observe from the public gallery.

122.111 Bypass: Cllr Perry has located necessary documents and will prepare a draft letter to KCC.

122.118 An official map clearly showing the footpath A25/High Street as MR 436 will be sent to KHU with a request for them to assume liability.

127. Website: Cllr Perry has liaised with KCC and awaits documentation.

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140. **Planning Matters**

TM/09/0161 Loft conversion inc. 6no dormer windows – 74 Western Rd No observations.

TM/08/0483 Archaeological survey – dwelling adj. 80 Western Rd Agreed to rely on expertise of T&MBC officers.

TM/09/0119 LBA: Secondary glazing – 33 Sevenoaks Rd. Agreed to rely on expertise of T&MBC officers.

Decisions

TM/08/2709 Landscaping dwelling adj. 80 Western Road. Permission granted

TM/08/3624 Extension – 12 Normanhurst Road. Application withdrawn.

141. **Correspondence**

Noted:

KCC Change of route FP MR178 Offham

T&MBC Temporary use of KCC site 'The Poplars', London Rd, Wrotham, by SE Water

KCC Retirement of Community Warden 31/3/09. Following training new recruit will take up duties on 18/5/09.

T&M Community Safety Ptnrship. Newsletter Spring 2009 (copies to all Cllrs)

West Kent Mediation Newsletter + request for donation (for Finance Cttee 2010/11 budget)

Surrey, Sussex & Kent Assns. Local Councils Legal & Finance Training Day 24/3/09 Tenterden

M Taylor Cemex Landfill site – copy e-mail to T&MBC (copies to all Cllrs)

T&MBC Easter Activate programme

SE Water Water quality improvement scheme (copies to all Cllrs)

KCC Bypass – reply from KCC Ldr. (copies to all Cllrs) Cllr Perry will liaise with Chairman for a reply and the letter to KCC. Cllr Bailey gave further information. Chairman will also liaise with KCC officers and Celcon.

Astroturf Steering Group Minutes of the mtg. 12/2/09 (copies to all Cllrs), Agreed in principle that a donation of £5,000 will be made in the next F/Y to match-fund the promised donation from Wrotham PC. For the next agenda.

KCC Community Self Help Plan (copies to all Cllrs). Agreed to complete the questionnaire. Consideration will be given to compiling up-to-date information for action in emergency situations.

Action with Communities in Rural Kent Climate Change event (copies to all Cllrs). Agreed that Cllr Perry will attend.

Skatepark Cttee Minutes of the mtg. 25.02.09 (copies to all Cllrs). Noted that Wrotham PC representatives are changing and chairmanship of the cttee will pass to Platt PC for the next year.

KHS Parish report (copies to all Cllrs). Chairman and Cllr Perry attended the recent Parish Portal and reported. Noted that the new system will be 'tested' on Borough Green.

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Agreed that internal e-mails incl Cllrs referrals to other bodies, will not be minuted although a summary list will be sent to members prior to each meeting.

142. **Standing Orders**
No model version yet available.
143. **Complaints Committee**
A complaint had been received but subsequently withdrawn, therefore no action required.
144. **Websites**
Chairman is sending the webmaster updated information for the community website.
Chairman advised that the 'crest' referred to at the last meeting is a 'badge' with copyright attached to it. BGPC permission is required to use the badge and thus it must be removed from anything other than official BGPC business.
145. **CCTV**
The revised protocol document is still awaited. Chairman will continue to liaise with the Police.
146. **Planning Policies and Parish Plan**
A very useful presentation was given to BGPC members by the Chief Planner (Policy) T&MBC. Consideration will be given to the formation of a BGPC working group to update the Parish Plan. For the next agenda + the 'Managing Development & the Environment Development Plan Document'.
147. **Street lighting**
All members had received copies of an analysis of tenders received. Chairman proposed that the tender of Southern Electric Contracting be accepted at a cost of £186.15 per month w.e.f 1 April 2009. Agreed. Further information will be obtained about electrical testing certificates for individual columns.
There was discussion about the possibility of providing additional street lighting in Station Road. Clerk will prepare a questionnaire to assess the views of the residents.
148. **Gritting/salting Policies**
All members had received copies of a report from Cllr Taylor. Copies of an e-mail from KHS re planned future action for salting of roads in the centre of Borough Green had also been circulated to all councillors. After considerable discussion agreed that Cllr Taylor will continue to research his initiative and report back to the council later in the year. Further agreed that (i) he will provide the Clerk with details of consultees and the discussions for possible eventual official communication (ii) these interim communications need not be circulated to all councillors.
149. **Potters Mede Sports Hall**
It was reiterated that, at the last parish council meeting (item 137), it was agreed that a further collaborative option for the Potters Mede site should be explored. Although this has been done it is now found to be not applicable and so will not be pursued further.
All members had received information from the insurers clarifying the 3 settlement options and payment procedures. Noted.
All members had received copies of notes of the Steering Group meeting on 21 February 2009: it was agreed that, realistically, redevelopment would need to be done in two phases (One) changing facilities, kitchen and meeting room and (Two) multi-use space. It was further agreed that, in parallel with developing the plan for the changing facilities, plans would be progressed to improve the condition of the existing pitches at Potters Mede and also negotiations with Cemex would be continued over the provision of a third pitch.
After considerable discussion, Cllr Mrs McWilliam proposed that (1) Clerk, on the advice of 3 members of the Steering Group, liaises with an approved specialist contractor, as recommended by Sport England's Regional Officer, to get a detailed specification, drawings and costing for the construction of Phase (One). (2) Recommendations are made by 3 other members on the funding for refurbishment of the existing pitches and liaison with Cemex is continued regarding provision of the third pitch.
(3) After some discussion Cllr Bailey further proposed that, additionally, the parish council explores the feasibility of ultimately achieving both Phase One and Phase Two with T&MBC Planning officers. This addition to the proposal was accepted. The full proposal was seconded by Cllr Taylor and unanimously agreed.
Agreed that Cllrs Perry, Mrs McWilliam and Mrs Murray will action (1) and (3) above.
Agreed that Cllrs Willsher, Bailey and Mrs Woodhams will action (2) above.
- Cllr Mrs Murray left the meeting.

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150. **Recreation Ground**

Pavilion: Following receipt of only 1 extremely high tender for the refurbishment work, further discussions have taken place with the surveyor. All members had received copies of suggested alterations to the specification where savings may be made. Chairman proposed that the surveyor be asked to re-visit the specification accordingly with a view to re-tendering at the beginning of April. Agreed. Chairman will liaise.

CW

151. **Oral reports from Members, Borough & County Members and Clerk**

- (i) Cllrs Shaw and Mrs McWilliam will be in attendance in the Parish Office 10am – 12noon Saturday 4 April 2009.
- (ii) Cllr Mrs Woodhams reported on recent flooding on the A227 and action taken by Cemex in connection with their wheel-washing machinery. There is concern about flooding of the field opposite the Cemex entrance which frequently floods: this is not connected to the Cemex operations and it is thought that underground springs may be the cause. This will be referred to the Environment Agency.
- (iii) Agreed that local businesses should discuss staff parking problems with T&MBC.
- (iv) After discussion agreed that Cllr Perry will attend meetings of the J5 Slips Committee as an observer and report back to BGPC.
- (v) Parking/traffic problems in Fairfield Road will be referred to T&MBC.
- (vi) A blocked gulley in Crowhill Road will be referred to KHS.
- (vii) Cllr Perry will circulate documentation from the recent PPP meeting presentations.

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Cllr Bailey left the meeting.

152. **Cheques for Signature****Auto-Pay**

£662.23	R Springett - Asst. Groundsman 1/2 - 28/2/09
£1238.25	H Damiral - Clerk February 2009
£457.73	W Austin - Caretaker/Groundsman 1/2 – 28/2/09
£511.53	KCC – Superannuation February 2009
£60.00	J Stephens – Websites maintenance February 2009
£35.64	BGVHMC – Hire of hall, Foot Clinic Jan – March 2009
£288.00	BGVHMC – Hire of hall, Pop-In Aug. – Dec. 2008
£237.60	BGVHMC – Hire of hall, Pop-In Jan – March 2009
£195.00	J Lawrenson – Tree surgery, Recreation Ground
£201.05	Kidmans – Mowers maintenance
£15.00	CPRE – Subscription 2009/2010
£123.95	Neat ideas – Office supplies
£17.93	Platt Parish Council – 33.3% contrib. towards refreshments/room hire PACT mtgs.

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

153. **Resolved to enter in committee**

There was discussion about maintenance of the Recreation Ground. Chairman will commence preparation of work schedules.

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