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Parish established 1934

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**DRAFT** The Inaugural Borough Green Town Council Meeting took place at 1930 in the COGS Annexe on 7th April 2026. 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 Taylor (Chair), Reid, Thrush, Millener, and Heselden. Cllr Rayner arrived at 2000

**001. To Note Formal Incorporation of Town Status 1st April 2026 - Noted**

To adopt amended Borough Green Council Regulations and post to website:

- BGC Data Privacy, use and retention Policy April 2026 - AGREED
- BGC Financial Regulations April 2026 - AGREED
- BGC Internal Financial Controls April 2026 - AGREED
- BGC Risk Assessment Policy and Procedures - AGREED
- BGC Standing Orders April 2026 - AGREED

Chairman thanked the Clerk for the extra work involved

**002. Apologies for Absence** Cllrs Ramsden, Shaw, Butterfill, Reading, Proto, & TMBC Cllr Palmer

**003. Declarations of Interest** - None

**004. Minutes of the meeting 2nd March 2026 - AGREED**  
**Matters Arising** - (i) Councillor Vacancy

**005. Submissions by County and Borough Members and the Public** - Cllr Rayner arrived 2000hrs - Cllr Rayner had taken our concerns re PROW reports needed an account. Crouch Lane multiple road closures SEW works, and Rock Rd UKPN closure. Reform are having severe budget problems. Cllr Rayner thanked BPC for their strong support during the St George's Court Planning Hearing.

**006 Planning Matters**

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

**Applications**

- TM/26/00133/FL 19 Normanhurst Road** Single storey side ext, convert garage to habitable room new front door
- TM/26/00140/FL The Paddock House 78 Crouch Lane** Retrospective application for the erection of a garden room
- TM/26/00347/FL 19 Lendon Rd** Demolition of existing rear extension, construction of single storey rear extension
- TM/26/00299/FL 5 Wye Road** First floor extension to form additional bedroom and bathroom
- TM/26/00308/FL 78 Maidstone Rd** Demolition of existing entrance and replacement 2 storey side extension
- TM/26/00318/FL 5 Normanhurst Rd** extension and garage conversion
- TM/26/00443/NMA 37 Lingfield Road** Non Material Amendment to TM/25/01686/PA, reduce size of extension to 3500mm, reduce boundary wall, amend to flat roof with parapet, amend Skylight, relocate front window to side.

**No observations on above applications**

**KCC/TM/0116/2025 Roughetts Road, Ryarsh**-Proposed quarry for the extraction of sand, *Chair has commented noting local sand supplies fulfil the need without excavating virgin farmland*

**TM/26/00121/FL Mumbles Farm Crouch Lane** Change of use for the stationing of three additional mobile homes, erection of shared day room and parking for four touring caravans for Gypsy and Traveller occupation- *Chair to comment re Greenbelt, sufficient traveller sites in Local Plan, water issues and impact on local livestock holdings, and called in to Planning Committee*

**007 Potters Mede**

- (i) Power - new contract with EDF saves £2000
- (ii) BG Scout hut - move to carpark - ongoing - some requests from Scouts re lighting etc - they will have to be funded by the Souts
- (iii) Potholes nearly finished - sub-base donated by Robert Body

## **008 Recreation Ground**

- (i) Pavilion Refurbishment - awaiting grant request outcome
- (ii) Power- new EDF contract saves £200 pa
- (iii) Power wash- Play area, paths ball and tennis courts

## **009 Councillors Reports**

- (i) Cllr Butterfill - Resilience Plan - meeting soon to finalise

## **010 Community Issues**

- (i) IQE footpaths and bike trails - Enforcement action abandoned - letter from TMBC  
IQE mapping & signage proposal , agreed small modification to existing jumps to allow for younger users but clear of possible Ancient Woodland. Agreed digger hire and associated costs. Bench to be installed in the main open area, and Treeability are donating chippings to repair footpaths. Signs to be designed and costed with What3Words location for emergency services
- (ii) Awaiting KCC Bus Grant if available - ongoing
- (iii) Concerns raised re parking times at Western Rd, Clerk to write to TMBC.

## **011 Village Enhancements & Green Spaces**

- (i) Harrison Rd/Surgery TPO - update - Rob and Ken have spread new chippings, thanks to Ferns
- (ii) PC assets at Village Hall - response deferred for further advice
- (iii) Public Toilet - damp- rear drains and gutters cleaned thanks to Bernie, Ken Rob and Gary.
- (iv) Two further work experience lads starting in July

## **012 Financial Matters**

- (i) Responsible Financial Officer's report
- (ii) Bank Reconciliations & Balance 31 March 2026 Total Bank Balance **£139,236.26**
- (iii) To approve Payment List (appx 1).-Prop Chair, 2nd Cllr Millener - AGREED  
Invoices checked : Cllr Taylor & Millener
- (iv) S106 - further investigation and advice sought
- (v) Lendon Rd rents- deferred until next meeting
- (vi) Streetlighting - new contract N-Power - savings £500  
Toilet - change to EDF - savings £200. Total power savings £2900
- (vii) Notes on change to town - Hi-viz, van decals as Borough Green Council,
- (viii) External Auditor Mazards appointed - AGREED

## **013 Website & Social Media**

- (i) Local Government Reorganisation link & PPP presentation installed on website
- (ii) Website and Facebook changed to BG Town Council

## **014 TMBC Local Plan**

- (i) Reg 18 consultation results
- (ii) Implications of SE Water letter for Local Plan and Development Management (Appx4)

## **015 Highways & Streetlighting**

- (i) Highway Improvement Plan (HIP) review - ongoing
- (ii) Speedwatch Group & SIDs, corr Glenn Hook - ongoing

## **016 Quarries & Landfills**

- (i) BGSP - mud -KCC & TMBC Enforcement - update
- (ii) TMBC/KCC litterpick and drains - A25 Ightham Bypass - rolling road closures.
- (iii) Resurfacing A25/A227 Ightham, Borough Green, Wrotham and Platt (Appx 3 below)

## **017 Future Dates**

- (i) **Date of next meeting 1900 TUESDAY 5th May 2026 COGS Annexe.**

**1900 Parish Annual Meeting** - Chair & Clerk's Annual Reports, and Public statements, questions and reports  
*(NB Whilst we became a Town on 1st April 2026 the Community meeting is about the past year as a Parish. Next year will be an Annual Town Meeting, but the Council meeting below is about the coming year)*

**1930 Annual Council meeting** - Election, Chair & Vice-Chair, appointments to Committees  
At all other times contact the Clerk using the details above

**019 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.

There being no items for Part 2 Chairman closed the meeting at 2037hrs

## Appendix 1 Payment List

BG Town Council Payments List April 2026	£
<b>Staff Costs</b>	
Staff Salaries TBC	6000.00
HMRC	0.00
KCC Pensions	0.00
<b>BACS Payments</b>	
Ward Security, inv 1100099	30.00
KALC, 10097	1563.38
Nu Venture, (awaits invoice)	833.00
Commercial Services, inv LS215356	183.26
Sage subscription, inv 22357994	979.20
DR	345.00
<b>DD Payments</b>	
Zen Internet (monthly charge)	13.79
COGS - The Voice Magazine	300.00
COGS - Admin	30.00
Bank Charges *	17.63
Npower* - streetlighting TBC	100.00
Npower* - public convenience TBC	50.00
EDF (PM)* TBC	80.00
EDF (RG)* TBC	40.00
Castle Water*	27.28
Castle Water*	21.56
<b>Total</b>	<b>10614.10</b>
NB: Receipts March 26 (exc bank transfers)	2234.82
Signatures Cllrs Taylor & Millener	

1200 857 - £100.00

1201 811 - £9,179.26

1202 882 - £0.00 (reconciliation not necessary as nil balance and no movement of funds during the month)

1203 UTB - £44,957.00

1205 CCLA - £85,000.00 (reconciliation not necessary as no movement of funds during the month)

Total cash reserves as at 31/03/26 – **£139,236.26**

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## Appendix 2 Enforcement letter

Dear Cllr Taylor.

### Enforcement Investigation: Isles Quarry, Quarry Hill Road, Borough Green, Sevenoaks, TN15 8PG.

Thank you for providing information in response to our investigative questions relating to this matter.

Although parts of the area are protected and development restricted, the Council is closing its investigation on that basis that it is not expedient to take enforce action due to the following factors;

- There is no evidence that the ancient woodland has been damaged or impacted by the regrading of the land.
- The images provided show no damage to the trees
- The bike track is isolated and only accessed by locals
- There are no signs of further expansion and a lack of evidence confirming when the track and associated jumps etc were constructed

In confirming this position, I would like to remind you that given the site's close proximity to the protected ancient woodland area, any expansion would likely require planning permission.

Yours sincerely

Eleanor Hoyle Director of Planning, Housing and Regulatory Services

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## Appendix 3 KCC Road closures

### Temporary Road Closures – VARIOUS ROADS, TONBRIDGE & MALLING – from 5<sup>TH</sup> May 2026 for up to 18 months

Because of carriageway resurfacing and joint repair works, Kent County Council has made an Order prohibiting through traffic on Various Roads, Maidstone & Tonbridge & Malling as per the schedule below.

This Order takes effect on or after 5<sup>th</sup> May 2026 for a period of up to 18 months or until the works have been completed. Planned dates will be published in advance of the works and indicated by signage displayed on site 14 days before they start. This programme is subject to weather and other factors and may therefore change; every effort will be made to keep as close as possible to the programmed dates and duration. Changes will be notified locally and signposted on site.

#### SCHEDULE

#### TONBRIDGE & MALLING

##### JUNE 2026

##### A227 Wrotham Bypass, A227 Borough Green Road, A227 Wrotham Road, A227 Western Road & High Street, Borough Green

Between A20 London Road and A25 Sevenoaks Road in 2 phases to ensure Borough Green train station remains accessible throughout works duration, from 22nd June 2026 with estimated completion by 8<sup>th</sup> July 2026, between the hours of 20:00 and 05:00 only as detailed below:

##### Phase 1

##### A227 Western Road, A227 Wrotham Road

Between A25 Sevenoaks Road, Western Road and Station Approach (Car Park access to be managed).

##### High Street

Between A227 and Borough Green Village Hall. Primary diversion via A25 Sevenoaks Road, A25 Maidstone Road, A20 London Road, A227 Wrotham Bypass, A227 Borough Green Road, A227 Wrotham Road and vice versa.

##### Phase 2

##### A227 WROTHAM ROAD, A227 Borough Green Road, A227 Wrotham Bypass

Between Station Approach and A20 London Road.

##### Borough Green Road

Between A227 and St Marys Road. Primary diversion via A227 Western Road, A25 Sevenoaks Road, A25 Maidstone Road, A20 London Road and vice versa.

##### JULY 2026

A25 Sevenoaks Road, A25 Maidstone Road, Station Road, Quarry Hill Road, Rock Road, Crouch Lane, Long Mill Lane, Grange Road, Borough Green, will be closed between A227 Maidstone Road and A20 London Road, from 8<sup>th</sup> July 2026 with estimated completion by 23<sup>rd</sup> July 2026, between the hours of 20:00 and 05:00 only, in 2 phases as scheduled below:

##### PHASE 1

##### A25 Sevenoaks Road & A25 Maidstone Road

Between A227 Western Road and Long Mill Lane.

##### Station Road

Between A25 and A227.

##### Quarry Hill Road

Between A25 and Rock Road.

##### Rock Road

Between A25 and Tavern Close.

##### Crouch Lane

Between A25 and Black Horse Mews. Primary diversion via A227 Western Road, A227 Wrotham Road, A227 Borough Green Road, A227 Wrotham Bypass, A20 London Road and vice versa. Local Diversion (Through traffic travelling on Quarry Hill Road) via Dark Hill Road, A25 Borough Green Road. Local diversion (Through traffic traveling on Crouch Lane) via Long Mill Lane.

##### Phase 2

##### A25 Maidstone Road

Between Brockway and A20 London Road.

##### Long Mill Lane

Between A25 and Greenlands.

**Grange Road**

Between A25 and St Marys Close. Primary diversion via A227 Western Road, A227 Wrotham Road, A227 Borough Green Road, A227 Wrotham Bypass, A20 London Road and vice versa. Local diversion (Through traffic traveling on Long Mill Lane) via Crouch Lane.

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**APPENDIX 4 SOUTH EAST WATER REG 18 RESPONSE**

Extract re housing numbers - full letter on Website

Specifically, in the Tonbridge and Malling area, where we currently lack available headroom in our supplies, we would be unable to accommodate any growth exceeding our WRMP24 forecast assumptions throughout the entire planning period. This is because our WRMP24 was developed to balance supply and demand based solely on the growth forecasted and provided to us in recent years.

We have completed an assessment to compare your latest growth forecast figures (using your IDP datasets) against the forecast we used in our published WRMP24, please see the comparison below:

Source	Local Planning	2025	2026	2027	2028	2029	2030	2031	2032	2033
WRMP24	Tonbridge and Malling	901	554	382	399	330	295	272	252	252
LPA IDP	Tonbridge and Malling	1090	1090	1090	1090	1090	1090	1090	1090	1090
<i>Percentage difference Tonbridge and Malling</i>		20.98%	96.75%	185.34%	173.18%	230.30%	269.49%	300.74%	332.54%	332.54%

  

Source	Local Planning	2034	2035	2036	2037	2038	2039	2040	2041	2042	Total
WRMP24	Tonbridge and Malling	252	252	322	298	298	298	298	320	343	<b>6,318</b>
LPA IDP	Tonbridge and Malling	1090	1090	1090	1090	1090	1090	1090	1090	1090	<b>19,620</b>
<i>Percentage difference Tonbridge and Malling</i>		332.54%	332.54%	238.51%	265.77%	265.77%	265.77%	265.77%	240.15%	217.88%	<b>210.52%</b>

We would like to highlight that the housing numbers proposed in your latest IDP in the period 2025-42 are considerably higher than we have in our WRMP24 forecast. Due to the current supply-demand situation in our WRZ1 (Tonbridge Wells), WRZ6 (Maidstone) and WRZ7 (Cranbrook) water resource zones, this increase causes significant stress to our supply system. To assess the impact beyond our current WRMP24 forecast, we would need to recalculate our demand forecast and rerun our decision-making process. This would help us identify additional interventions, such as new supplies, transfers, or increased demand reduction programs, which would not be known until we complete the work for our next plan, WRMP29.