

**Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 5 October 2009 in The Annexe to the Church of the Good Shepherd.**

Present: Cllr S Perry(Chairman), Cllrs. J Bailey, Mrs S Murray, Cllr T Shaw, M Taylor, C Willsher, M Yianni

Apologies: Mrs E Howden (ill), Mrs J Lucas (work) Mrs V McWilliam (holiday), T&MBCllr D Evans  
There were 2 members of the public in attendance

Action

**Declarations of Interest** In the course of normal business being conducted and in particular, in connection with Planning and proposed Planning items, 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 items 109 – W H Simmonds Ltd cheque and 114 Youth Shelter

99. **Minutes** of the meeting 7 September 2009 were signed as a true record.

100. **Matters Arising**

81. TM/09/1510 Redevelopment of existing petrol station, Maidstone Rd: another letter of Objection from a resident had been circulated to all members. There was some discussion about a recent press report. Chairman advised of his discussions with T&MBC Director of Planning and advised of the revised time scale for the Parish council's response. Chairman will circulate the proposed response to all Cllrs within the next few days, prior to submission.

SP

101. **Planning Matters**

TM/09/01765/FL Amended plans & additional information: removal of conditions to allow goods vehicles to be in operation on an unrestricted basis – Hornet Business Estate, Quarry Hill Rd. Agreed that all comments as previously submitted be reiterated with the amendment to restrict all commercial vehicles entering/leaving this site to using the haul road.

TM/09/02239/FL Replacement extensions – 6 Crowhurst Road. No observations.

TM/09/02245/FL Single storey orangery - Whiffens Farm, Maidstone Road +

TM/09/02246/LB Listed Building application - Design is too fussy and out-of-keeping but rely on the expertise of T&MBC's Listed Bldg Officer.

**Decisions**

TM/09/1260 Detached bungalow in garden – 65 Annetts Hall. Permission refused.

TM/09/1309 Extension – 15 Fairfield Road. Permission granted.

TM/09/1767 Replacement extension – 80 Maidstone Road. Permission granted.

TM/09/1813 Change of use: 1<sup>st</sup> flr to non-residential– Unit 1 Bourne Ind. Est. Per.granted.

TM/09/1840 Extension – 28 Annetts Hall. Permission granted

TM/09/2028 Relaxation of time to restore landscape & aftercare -Dust control scheme – Borough Green Sandpits. T&MBC is of the opinion that objection be raised.

102. **Correspondence**

**Noted:**

CPRE AGM 9 Oct. 2009 (copies to all Cllrs) Cllr Willsher will attend

M Taylor Farningham to Hadlow gas pipeline (copies to all Cllrs)

T&MBC Community Safety Ptrship – newsletter Aut.'09 & e-mail bulletin (copies to all Cllrs)

T&MBC PPP: notification of mtg 5.110.9 + minutes 21.050.09 (copies to Cllrs Perry & Taylor)

T&MBC Public Transport Panel agenda 17 September 2009

KCC Community safety newsletter June 2009

KALC Newsletter no. 342

KCC Trading Standards alert messages Sept. 2009 (copies to all Cllrs)

Highways Agency Planned roadworks SE England Sept – Nov 2009

Kent Wildlife Trust Events diary Oct. 2009 – Jan. 2010

KCC Pensions Fund conference 09.11.09

NHS West Kent 'Bringing Compact to life' conference 3.11.09 (copies to all Cllrs)

Volunteer Centre, Tonbridge Invite to launch of 'drop-in- centre 27.10.09 (copies to all Cllrs)

KHS Parish report August 2009 (copies to all Cllrs)

KHS Training sessions for 'My Kent Highways Online' 15<sup>th</sup>/19<sup>th</sup>/20<sup>th</sup> Oct. (copies to all Cllrs – Cllr Shaw will endeavour to attend any future sessions)

102. **Correspondence (Continued)**

**Wrotham School** Proposals for developing the school buildings: invitation for BGPC Chairman consultation. Chairman reported, summarising planned developments for the school buildings and the Astroturf + its possible funding. Chairman had advised of possible other calls on any Section 106 monies that might become available.

**SLCC** Regional training day 11 Nov 09 £49+VAT: Cllr Willsher proposed that Clerk attends, seconded by Cllr Mrs Murray. Agreed.

**KALC** Finance Information Day: Lenham Saturday 17 Oct. 09 £60+VAT. Chairman will attend.

**T&MBC** MDE DPD Pre-Hearing meeting 6 Oct 09 (copies to all Cllrs + additional information to Chairman and Cllr Taylor). Agreed that Cllr Taylor will attend as an observer. A BGPC working party will then be formed to prepare a response. Date for submission for inclusion in the final timetable is 28.10.09. Document is available at [www.tmbc.gov.uk/cgi-bin/buildpage.pl?mysql=3535](http://www.tmbc.gov.uk/cgi-bin/buildpage.pl?mysql=3535)  
All Cllrs to send their comments to the Chairman and Cllr Taylor.

**A&C Play** 'Playbuilder' funding opportunities: Year 2 application opportunities for central govt funding towards recreation provision. Consultancy services offered. (copies to all Cllrs). Further information will be obtained from T&MBC. For possible consideration at a later date.

SP  
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All  
SP/MT

103. **Vacancy BGPC**

It is understood that no election has been called. Agreed that when official confirmation is received from the ERO, co-option notices will be displayed.

104. **Memorial Pavilion**

Whilst the building work is virtually complete, Chairman is continuing to liaise with the surveyor and contractor regarding snagging items. A lockable football post store has been constructed. For the council records, and before the building is used, Cllr Taylor will take photographs of the interior of the building. Agreed that the toilets to the rear of the building will be made available for pavilion hirers only. Enquiries will be made of SDC re opening/closing + cleaning of the other toilet facilities. Agreed that in the meantime, and once the building has been handed over, they will be opened at 8.30am and closed at 5pm by the grounds maintenance staff, with the assistance of Cllr Taylor who will close at weekends/bank holidays.

MT  
MT

105. **Potters Mede**

**Pavilion** All councillors had copies of a Project Update Sept. 2009 from the Steering Group. It was confirmed that Chairman has taken over the task of progressing the pavilion building with a view to an alternative source of greater resourcing which might allow the 4/6 changing rooms + clubroom (Plan A) to be built rather than the currently agreed 2 changing room facility (Plan B). It was agreed that Cllr Mrs McWilliam will advise the three prospective tenderers of the delay whilst this is being researched and considered. It was further agreed that the timescale for both options must be identified to ensure that the chosen Plan A or Plan B building is actually in place by the time the enhanced pitches become playable. Thanks were expressed to Cllr Mrs McWilliam for her continuing work and liaison with regard to the Football Development Plan and the progress in this connection was noted. Agreed that Chairman will write to T&MBC Director of Planning confirming (1) possible interest in BGPC ownership of land at Isles Quarry East and West, on the assumption that sufficient funds would be made available for its future upkeep (2) request that all Sect 106 monies from Isles Quarry West be allocated to Borough Green leisure facilities, particularly for the replacement Potters Mede building. Noted that there is likely to be some delay in any development of Isles Quarry West: the time-scale is as yet unknown.

**Pitch Enhancement** Cllrs Mrs McWilliam, Willsher and Bailey met with the Agronomist and his report is awaited. Cllr Bailey will endeavour to locate up-to-date site drainage plan for the Agronomist. The second stage application for a Cemex grant has been submitted. Cllr Bailey had a very positive meeting with Cemex who have now agreed to pay for all costs, excluding fencing, in connection with the provision of a pitch on their land. Cemex will apply for change of use of the land which will be leased to BGPC at a peppercorn rent. Extreme thanks were expressed to Cemex for their generous help and to Cllr Bailey for his successful liaison. If work can commence Spring 2010 it is thought that the pitch would be playable for the 2011/2012 season. Cemex have also offered help with the provision of surveying services for the Potters Mede building, plus sand for the enhancement of the existing pitches. After discussion about impartiality it was strongly agreed that the Cemex quarry operations and any BGPC future observations in this connection would not be influenced by the acceptance of Cemex's offer: the Quarry Liaison Cttee and the football pitches will be kept entirely separate from each other. At a recent meeting, the Quarry Liaison Cttee unanimously appointed Cllr Willsher as Chairman.

SP  
VMcW  
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JB  
CW

106. **Grounds Maintenance**

**Playground Equipment** Further to the accepted quotation at the last meeting for a replacement slide, Clerk has secured a further discount now making the cost £4280 + VAT. Installation is scheduled by end of this month.

Future consideration will be given to replacing the water fountain.

**Tree Surgery** J Lawrenson has carried out some cutting of beech hedge but noted that a severe cut-back will be required next Spring: an estimate will be requested.

**Tennis Courts** A new net has been fitted to one court plus some maintenance of winding gear. The courts have been inspected by Trevor May Ctrs who now report them to be in good order.

**Routine maintenance** of the tennis court area will be reiterated to the grounds maintenance staff + strimming/sweeping/cutting back work required to all areas of the ground.

Chairman will liaise with the Police about instances of vandalism and use of CCTV.

**Ball Park** Cllr Willsher will inspect damaged areas of fencing. An estimate will be obtained for replacement backboards and fixing screws.

**P Mede car park** KHU will be asked to repair large pothole at car park entrance. Possible restricted use of the car park and surfacing work will be considered at the next meeting.

SP  
CW107. **Street Lighting**

Cllrs Willsher and Taylor are due to meet with the council's maintenance contractor on 7 Oct.'09. Work is required to a light in Station Road.

CW/MT

108. **Audit of Accounts 2008/09**

All members had received copies of the External Auditor's Certificate and Opinion: noted that there were no matters for attention. Statutory notice and the annual return have been displayed. A Finance Cttee meeting will be held in the Parish Office at 8pm Monday 12 Nov. 2009.

SP/SM/JL  
/JB109. **Cheques for Signature****Auto-Pay**

£729.78	R Springett - Asst. Groundsman 1/9 - 30/9/09
£1241.79	H Damiral - Clerk September 2009
£518.57	W Austin – Caretaker/Groundsman 1/9 – 30/9/09
£541.26	KCC – Superannuation September 2009
£60.00	J Stephens – Websites maintenance September 2009
£56.00	T&MBC – Rates, Memorial Pavilion
£593.81	T&MBC – 2009 Playscheme contribution
£172.57	SEC – street lighting repairs: Hill View, Fairfield Rd & Rock Rd.
£750.00	BGVHMC – office rent Oct – Dec. 2009
£334.79	EDF – street lighting supply September 2009
£69.23	Kent Aluminium – maintenance materials, Rec. Gd.
£700.00	BG & District Chamber of Commerce Lighting Cttee – Donation
£43.94	Cash – Rec. Gds. Imprest a/c
£100.00	COGS – Donation for use of room July – September 2009
£149.50	PC Matters Ltd – Computer maintenance
£632.50	Audit Commission – Audit fee 2008/09
£99.69	Cash – Petty cash & tel./broadband July – September 2009
£104.02	Monro South – Playbark, Rec. Gd.
£2382.71	Inland Revenue – PAYE/NI July - September 2009
£16263.05	W H Simmonds & Son Ltd – Memorial Pavilion (interim payment)
£700.00	BMPOS – Maintenance contribution 2009/10
£49.00	SLCC – Clerk's conference day
£69.00	KALC – Finance Training Day

Proposed by Cllr Willsher, seconded by Cllr Mrs Murray that the above payments be made. Agreed.

110. **Written reports from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report**

All members had received a written report from T&MBCllr Evans which was noted. Chairman reported on his discussions with T&MBC about ongoing BGPC concerns of piece-meal planning approvals. Noted that the planning authority welcomes PC local monitoring of local building projects for feedback and possible infringement action.

111. **Standing Orders**  
Model SOs not yet received. Consideration will be given to including "To ensure that BGPC meetings terminate at a suitable hour, at 22.15hrs an assessment will be made as to whether all the agenda items can be comfortably considered by 22.45hrs. If this is not thought to be possible the meeting will be adjourned and outstanding items will be rolled forward to the next monthly meeting".
112. **Footpaths**  
All members had received copies of e-mails regarding the Crowhill footpath. Noted that KHS has agreed to surface the lower part of the footpath and pay 50% of the cost of surfacing the upper part (total commitment of £3,000). After discussion agreed that the Parish Council supports the request for a £250 (25%) contribution towards the balance required, subject to funds being available: for consideration by the Finance Cttee and the next BGPC meeting. Cllr Taylor volunteered to carry out a survey of all footpaths in Borough Green.
113. **RAFA 2010 Floral Display to mark 70<sup>th</sup> Anniversary of The Battle of Britain**  
It was agreed that the Recreation Ground would not be a suitable location as it may attract vandalism. Chairman will liaise with residents of houses at the junction of Sevenoaks Rd/Rock Road re the possibility of using the 'planter' area there.
114. **Proposed Youth Shelter**  
All members had received copies of costings and plans for a proposed shelter at the Skatepark. After discussion agreed that, whilst the idea is supported, the particular enclosed design could not be endorsed. Chairman will report back to the Skate Park Cttee.
115. **Traffic Issues & Request for Financial Donation from j5slips.org**  
All members had received copies of a request for a £200 donation from j5slips.org towards campaigning for the east-facing motorway slip-roads at Chevening. Agreed that the Parish Council supports the request subject to funds being available: for consideration by the Finance Cttee and the next BGPC meeting.
116. **Proposed Borough Green & Platt Bypass**  
A Statement from Platt Parish Council (mtg Sept. 2009) was read and noted with particular regard to comments about public and private funding options.
117. **Scrutiny Review – The Regulation of Quarries in the Borough**  
No further report.
118. **More Powers to Parish & Town Councils: Including Local Councils in the Sustainable Communities Act**  
Agreed that Councillors will make individual responses as they wish.
119. **Exhibition held on 30/07/09 on Proposed Isles Quarry West Development**  
Apparent current ownership/status of the land was noted. Chairman and Vice-Chairman gave further information about the likely delay in any development of this area. There was further discussion about the possibility of BGPC ownership and management of a 64acre 'Countryside Park' area, all as reported at item 105 above. Chairman formally proposed that he advises T&MBC that in principle BGPC will consider taking ownership of this amenity land providing that it is adequately endowed by the developer. Seconded by Cllr Taylor. Agreed.
120. **Resolve to enter into committee to discuss any confidential matters**  
None
- Date of next meeting: 7.45pm Monday 2 November 2009 Public session 7.30pm  
Duty Cllrs: Saturday 31 October 2009 Cllr Mrs McWilliam and Cllr Taylor  
Chairman proposed that, to maximise use of Clerk's time, as from October, she will meet with residents in the office by appointment, rather than attending each morning during the week before a council meeting. Agreed.
- The meeting ended at 22.50hrs