

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 3 March 2008 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 (8.50pm), S Perry, Ms F Wakefield, Mrs B Woodhams.

Apologies: Cllrs S Cole (illness), J Enver (illness)

There was 1 member of the public in attendance.

Declarations of interest: Cllr Mrs McWilliam - item 129 TM08/0552 20/22 Wrotham Road

Action

127. **Minutes** of the meeting 4 February 2008: typing amendments - item 11 6 TM/07/4251 West Bank and 07/2010 65 Annetts Hall.

Item 123 add – more substantial ‘community facility’ on the Potters Mede site. The amended minutes were signed as a true record.

128. **Matters Arising**

114.105 Noted that there are still inaccuracies on the unofficial website.

114.110 T&MBC has advised that there has been some progress towards the completion of the transfer of land for the proposed footpath.

124 Kent Downs AONB will be contacted re. the possible provision of ‘Gateway Signs’.

129. **Planning Matters**

TM/08/0296 Landscaping/boundary treatment – dwelling adj. 80 Western Rd. Rely on expertise of Planning Officers to ensure that all legal requirements are met.

TM/08/0297 Details of materials – dwelling adj. 80 Western Rd. Rely on expertise of Planning Officers to ensure that all legal requirements are met.

TM/08/0298 Disposal of surface water – dwelling adj. 80 Western Rd. Rely on expertise of Planning Officers to ensure that all appropriate conditions are complied with.

TM/08/ 0483 Archaeological work 80 Western Rd. and

TM/08/ 0483 Archaeological work (amended site-specific requirements) – dwelling adj. 80 Western Rd. All Cllrs had received copies of a proposed response from the Chairman which he summarised. After discussion agreed, with minor amendments.

Recommendation will be made that work ceases until results of archaeological assessment are known. Query why work progressed without the assessment undertaken.

TM/08/0312 Alterations & extension – 95 Fairfield Road. No observations.

TM/08/0552 Materials – Residential develop. 20/22 Wrotham Rd. Rely on expertise of T&MBC but consider Kentish-style finish would be preferable to ‘Cape-Cod’ cladding. Query no provision for solar panels/heating.

Decisions

TM/07/1747 Residential development 20/22 Wrotham Rd. T&MBC response to BGPC questions (copies to all Cllrs). There is still concern that the questions have not been answered and that piece-meal applications are being received subsequent to outline approval.

130. **Correspondence**

Victim Support West Kent Letter of thanks for donation

Compaid Trust Letter of thanks for donation

Kenward Trust Letter of thanks for donation

CPRE Members’ meeting 14 March 2008, Ryarsh

Kent Highways Speed Management in Kent leaflet (copy to Cllr Perry)

KAPC Newsletter no. 330

Kent Fire & Rescue Service Free Home Fire Safety Check leaflet

T&MBC Minutes of Joint Transportation Board 3/12/07 + agenda 3/3/08

M Taylor February PC meeting (copies to all Cllrs)

KCC Local Board Public Meeting 19/3/08 (copies to all Cllrs)

T&MBC PPP meeting agenda 6/3/08 (copies to Cllrs Willsher & Perry)

T&MBC Housing Register/homeless investigation/prevention (copies to all Cllrs)

M Taylor Further request for copies of correspondence under FOI: copies of his letter – withdrawal of co-option request 2005 + 17no letters/e-mails re. his dismissal (one signed by 13 young people) supplied

KCC Kent Minerals Develop.Framework: withdrawal of submitted Develop. Plan (copy to Cllr Bailey). Inspector’s notes available at www.kent.gov.uk/mwdf

Environment Agency Committee recruitment (copies to all Cllrs)

KALC Parish Charter. Chairman gave further information.

Action with Communities in Rural Kent Youth Forum Workshop 13/3/08 + newsletter

T&MBC Award of £16,000 2008/2009 grant for Memorial Pavilion

CW/SP

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Correspondence (Contd)

T&M Crime Prevention Panel PC representative: Cllr Mrs Cook will attend whenever possible
Age Concern Borough Green Pop-In. Letter requesting continued support for revised Pop-In
services at BG Village Hall read and agreed.

LC

KCC Subsidised local bus services. Query applicable to BG routes

T&MBC Open Space Strategy: consultation document passed to Cllr Perry who will e-mail
it to all members. Any comments to be given to the Clerk by 20 April who will respond in
liaison with Chairman.

SP
All
CW

Mrs Taylor Street lighting, Sandy Ridge (copies to Chairman & Mrs Lucas). A request from
a resident for additional lighting was read. Cllr Mrs Lucas gave further information. After
discussion agreed that generally there is no requirement. Existing lights are being upgraded
in course of regular maintenance. Highway repairs will be referred to Kent Highways.

Baptist Chapel Request for use of Rec.Gd. for summer open-air services. Copies had been
given to all Cllrs. Request and details agreed.

T&MBC A request for use of the Rec.Gd. car park for a 'walking bus' service to BG Primary
School was agreed. Noted that T&MBC will mark out the area at their expense.

Wrotham PC A request for a 'Four-Parish' meeting was received. Clerk gave further
information. After discussion agreed that Cllrs Bailey and Perry will represent the council.

JB/SP

T&MBC BG Parking Review – working draft (copies to all Cllrs). Any comments to be
given to the Clerk by 20 April who will respond in liaison with Chairman.

All
CW
SP

Kent Highways Parish spreadsheet Feb. 2008 (copies to all Cllrs). Cllr Perry will update for
submission by Clerk.

131. **Appointment of Solicitor**

Decision as item 126 of the PC minutes 4 Feb. 2008 was ratified.

132. **CCTV**

Cllr Perry reported from the newly-formed working party: a meeting had been held with the
Police. Members had received copies of equipment details, costs and funding proposals. Cllr
Perry proposed that, subject to receipt of a formal offer of funding from the Police, the
proposals be accepted and the sum of £7,040 be expended from the current year's budget for
the purchase of equipment. Seconded by Cllr Mrs Cook. Agreed. The working party will
continue to progress. Cllr Perry proposed that further draft details be discussed under item
138 of the agenda, seconded by Chairman. Agreed.

SP/JB/LC/SC

133. **KCC Draft Permit Scheme**

For consideration at the next meeting. Cllr Perry to report.

SP

134. **Potters Mede**

Pavilion: Demolition has commenced. Details discussed. Questionnaires re. future
community provision on the site have been distributed to all residents.

Trees: Chairman presented a written review of work required subsequent to meeting Mr
Lawrenson on site. Cllr Mrs Murray proposed that a quotation from Mr Lawrenson in the sum
of £465 be accepted. Seconded by Cllr Mrs Woodhams. Agreed.

Football Pitches: Cllr Bailey is liaising with Cemex re. possible improved facilities. Await
response.

JB

135. **Recreation Grounds: Report from the Facilities Management Committee**

All members had received notes of a meeting 28 February 2008. After discussion Chairman
proposed that the recently vandalised Recreation Ground toilet remains closed pending
pavilion refurbishment. Seconded by Cllr Mrs Woodhams. Voting was 5 in favour, 2 against,
2 abstentions. The motion was therefore carried.

Rec.Gd. pavilion refurbishment: approx. 6-week period for receipt of revised specification
from the surveyor was noted.

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

Cllr Mrs Murray gave updated information from the Advisory Board with particular regard to
the car parking survey and the Western Road crossing.

Damaged street nameplate, Crouch Lane and increased dog fouling, High Street will be
reported to T&MBC.

Chairman and Cllr Mrs Murray will be in attendance in the Parish Office 10-12noon
Saturday 5 April 2008.

CW/SM

137. **Cheques for Signature**

Auto-Pay

- £672.70 R Springett - Asst. Groundsman 1/2 - 29/2/08
 - £1154.19 H Damiral - Clerk February 2008
 - £479.44 W Austin - Caretaker/Groundsman 1/2 – 29/2/08
 - £449.43 KCC – Superannuation March 2008
 - £266.14 EDF Energy – Street light supply, Jan. 2008
 - £60.00 J Stephens – Websites maintenance Feb. 2008

 - £151.82 Wrotham PC – Skate Park inspections/maintenance
 - £15.00 CPRE – Subscription 2008/09
 - £314.05 Wicksteed Leisure – Play equipment repairs
 - £1085.70 Thomas Mansfield – Solicitor’s fees (employment matter)
 - £49.65 EJP Fire protection Ltd – Service of equipment, Memorial Pavilion
 - £68.15 Monro South – Playbark, Rec. Ground
 - £64.62 KAPC – Planning Information Day (Cllr Mrs Cook attending)
 - £57.63 T&MBC – Printing Potters Mede questionnaire
- Proposed by Cllr Mrs Murray, seconded by Cllr Bailey that the above cheques be paid.
Agreed.

138. **Resolved to enter into committee to discuss any confidential matters**

Employment tribunal: liaison with the solicitor and a letter from the claimant were discussed.
Solicitor to proceed with disclosure of documentation.
Further information was received about the proposed CCTV.

CW