

There were two members of the public in attendance, and Cllr Rayner

Before opening the meeting, Chairman presented Mrs Damiral with a 35 year's service commemorative plaque, and Cllr Simpson presented a bouquet of flowers from the Parish Council. Chairman expressed the Councils delight at seeing Mrs Damiral fit enough to attend a meeting even as a member of the public, and thanked her for her "pottering" behind the scenes, without which the Council would not have been able to continue in her absence.

129. **Apologies for Absence**

Cllrs Shaw, Mrs Gould., TMBC Cllr Palmer. Mrs Damiral, (Clerk) Hazel now recovering well.

130. **Declarations of Interest:** None.

131. **Minutes of the 7th October 2019:** confirm and signed as a correct record : AGREED

132. **Matters arising** There were no matters arising

133. **Period for KCC & TMBC Councillors reports and Public consultation:**

Cllr Rayner commented on **KCC TM/19/1719** Landfill HGV increase. Legal and Planning advice is being sought, and Cllr Rayner suggested delaying a response, because the ramifications of this applications go far beyond a simple HGV increase.

Cllr Rayner also reported on the avalanche of complaints about the **Borough Green Sandpit** operation. There is unequivocal evidence that BGSP are operating out of hours, starting as early as 4am, and are exceeding their daily HGV limit of 60 HGVs by up to 150. Cllr Rayner is pressing the appropriate departments very hard to enforce these Planning Conditions, but the operator is denying the infringements, alleging falsification of evidence. The problem is that whilst KCC are dithering, vast quantities of unregulated and unreported material is going into the site.

Cllrs Rayner left for another meeting.

134. **Planning matters to hand:**

(i) decision notices as circulated - noted

(ii) **TM/19/02047** AB Canham Hanson Office site increase 8 to 9 houses. No observations

(iii) **TM/19/02275** 172 Maidstone Rd (rear of) 2x 6 bed houses, 2x double garages to ratify Chairman's submission **OBJECT** - overdevelopment, Height and Bulk, loss of neighbour amenity. Chairman's responses and call-in noted, Chairman to respond.

(iv) **TM/19/02390** 32 Normanhurst 1st floor side extensions overdevelopment, **OBJECT** Height and Bulk, loss of neighbour amenity

(v) **TM/19/02455** Kent Ali demolition and rebuild two shops, flats over. No observations but Cllr Perry to pursue possible pedestrian access to Station

(vi) **KCC TM/19/1719** Robert Body Landfill 240 HGV per day - **OBJECT**, but seek deferment to allow legal and planning advice to be sought

(vii) **BGSP** - Chairman to draft a strong letter to KCC regarding the infringement of Planning Conditions, Whilst the majority of the sandpit is in Wrotham and Platt, a small section is in Borough Green and we have received many complaints about the operations from residents of Lingfield Rd, Annetts Hall and Tolsey Mede

135. **Correspondence**

Correspondence for noting (*Circulated to all Councillors*)

Police - Catalytic Converters

PWLB New interest rates

Sarah Glyn-Ives Social Prescribing - liaison with village groups to help lonely and cut off residents, supporting or replacing medical intervention

KCC Highways Seminar Chairman to attend

KCC Budget Consultation

BGVH 2012 Booking Forms Foot Clinic, Lunch Club and Office

Wrotham PC BG Sandpits KCC Planning

Action

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Correspondence for discussion (*Circulated to all Councillors*)

(i) Various complaints re TMBC rollout of the new Waste Recycling start. Chairman gave a brief report of the recent Street Scene Board meeting at TMBC, where Urbaser were severely chastised about multiple failings right across the Borough, which went on until 11pm. TMBC Leader was meeting Urbaser's UK CEO to demand immediate resolution to the waste collection system problems.

(ii) KCC Highways

1. Quarry Hill 7.5t limit

2. Quarry Hill roundabout signage and lighting

3 Bourne Estate signage

Chairman reported on a meeting with KCC Highway Manager Mark Simmons.(1) 7.5t limit finance finally resolved and installation is imminent. (2) New signage will be installed on the Quarry Hill roundabout either directly by KCC, or in a joint scheme by KCC, the Parish and AB Canham. (3) KCC will be seeking to clarify the Bourne Estate signage at Sainsbury.

(iii) Quarry Hill Rd - Residents complaints - tippers accessing Hornet Estate via Quarry Hill Rd.

Chairman reported discussions with the Hornet owner, who had pledged to take his contractor to task.

136. Potters Mede Grounds and Pavilion

(i) To note lack of availability of a suitable Hybrid van, keep the current van until Financial Year end - AGREED

(ii) Hedge cutting Potters and Skatepark in hand

(iii) No other action required

137. Recreation Ground

(i) Defibrillator, frame constructed, Electrician advised, installation during the month

(ii) Hedge cutting Tuesday, carpark to be closed for the day.

(iii) Update on Play Area Refurbishment campaign- Cllr Wray reported on progress. The ticket sales for the film show had been disappointing. There was some discussion about a "roller disco" in the Village Hall for the Winter Festival, and whilst the decision would be up to the Village Hall Committee, it was felt too ambitious, and time was short for grant aid.

(iv) No other action required

138 Village Enhancements

(i) Public toilets takeover - TMBC report discussed. There would be a contribution of at least £9000 from TMBC for legal costs and first year transition, and a full maintenance and upgrade would be carried out prior to transfer. Chairman to write formally accepting in principle - AGREED

(ii) Cllr Wray reported failure of landowner to respond to discussion re High St pavement widening outside the Chippy.

(iii) Cllr Reading asked about 20mph limit adjacent to Western Rd/High St - Chairman to liaise with Kent Highways regarding 20mph limit, (and Basted Mill layby) - AGREED

(iv) Discussed the possibility for a grant to the Station Flower volunteers, Chairman to contact Mrs Murray - AGREED

(v) No further action required

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139. Financial Matters

(i) To note Bank reconciliations April & May (annex 1 & 2) and error adjustments. Mrs Damiral reports she has now reached August

(ii) TMBC NNDR Direct Debit - AGREED

(iii) To note lost HMRC Cheque cancelled and replacement 4235.

(iv) To note KCC pension cheque found

(v) To set date for Finance Committee meeting - 22nd November - AGREED

(vi) No further action required

140. T&MBC Local Plan

(i) To note Inspector's rejection of Sevenoaks Draft Local Plan

(ii) To note 4th November - 16 December Public Consultation on new evidence lodged since January. Chairman noted that this new evidence has no affect on BGPC's original Reg 19 responses. Chairman to circulate and submit response.-AGREED

(iii) no further action required

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141 Isles Quarry East

- (i) To note correspondence on Land Transfer
- (ii) To note new Thong Lane temporary access to IQE, and arrangements with Canham Homes
- (iii) To appoint Warner's Solicitors for conveyancing - AGREED
- (iv) no further action required

141. BMPOS

- (i) New management plan tabled
- (ii) Formal agreement to tender resignation to TMBC if they do not agree to indemnify Parishes against excessive expenses over insurance cover and normal expenditure - Chairman to respond - AGREED
- (iii) no further action required

142. Defibrillator see Recreation Ground 137

143 H+H Celcon Ltd

- (i) Cllr Millener tabled quote from Cirrus Research for £268 + vat for 1 weeks noise survey and report. Despite Cllr Millener's efforts, he has been unable to obtain any other quotes, and as this was a small amount it was agreed to accept the quote. Cllr Millener to progress - AGREED.
- (ii) Chairman reported an email from Crispin Kennard at TMBC, that a Particulate Monitor had been ordered, would be delivered in January for installation at the Red Lion roundabout.
- (iii) no further action required

144 Written reports: to receive reports, if submitted, from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report.

- (i) Cllr Perry reported on Network Rail Brexit preparations for Channel Tunnel, and South East Franchise, and the recent tree course

145. Cheques for Signature: to approve payments as listed and circulated to all Cllrs, noting cancellation

Cheques proposed Chairman, Seconded Cllr Perry - - RESOLVED

Online Payments: None

Direct Debits

- £ 98.00 WEX Europe Services (UK) Ltd – fuel for equipment and vehicle 6 Oct
- £ 10.42 WEX Europe Services (UK) Ltd – fuel for equipment and vehicle 17 Oct
- £ 301.32 Ford Lease – vehicle lease Aug 2019
- £ 338.00 EDF October Potters Mede (*account in credit £583.19*)

Cheques to ratify salaries Paid 28th October

- 4232/3/4 £3882.94 Staff Wages
- 4235 £2906.89 HMRC replaces cancelled 4188 lost by HMRC
- 4236 £1697.40 KCC Pension Oct 19-20

Current for payment

- 4237 £968.04 TMBC Uncontested Election Charge
- 4238 £250.76 Wrotham PC Skatepark Maintenance
- 4239 £202.14 Lesley Cox HMRC/Payroll assistance March - October
- 4240 £54.00 Cancelled

Signed outside meeting after obtaining new cheque book.

- 4241 £74.00 Ray Chopping reimbursement British Legion Donation 4 wreaths
- 4242 £137.17 Viking Office Sundries Mrs Damiral

To Ratify Staff wage payment due 28th November

Receipts

- £64.00 Potters Hire Freeth 17 Nov (deposit held)
- £55.00 Potters Hire Goggins Oct deposit shredded
- £80.00 Potters Hire K Taylor deposit shredded

Cheques and Invoices were crosschecked and signed by Cllrs Millener, Reading ,Mrs Gould and the Chairman

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127. **Future dates**

- (i) Date of October Meeting: Monday **2nd December 2019** in the Annexe to The Church of the Good Shepherd commencing at 7.30 pm.
 - (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday **30 November 2019** 10 - 12 noon
- At other times, appointments can be arranged to meet the Clerk, queries raised or ideas exchanged using the contact details above.

IS/GG

128. **Exclusion of Public and Press:** There were no matters for Part 2

Chairman closed the meeting at 2126hrs

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ANNEX 1

Bank Reconciliation April 2019

B/F April 2019	155362.09
T&MBC Precept	88735.00
Other Receipts April 2019	<u>1646.70</u>
245743.79.	
Less Payments April 2019	<u>14106.62</u>
c/f 30/04/19	<u>231637.17</u>

C/A as per bank state 30/04

100.00

C/D as per bank state 30/04

667.91

C/R as per bank state 30/04

243479.74

244247.65

Less u/p chqs

12610.48

231637.17

Anomalies found when preparing April 2019 bank reconciliation: financial/accounting adjustments have been made

<u>Chq No</u>	<u>Payee</u>	<u>Date</u>	<u>Minuted Amt</u>	<u>Actual Amt</u>	<u>Variance</u>
4124	H Damiral	1.4.19	£1375.68	£1375.48	£0.20
4125	B Glew	1.4.19	£1200.39	£1200.19	£0.20
4136	HMRC	1.4.19	£2967.39	£2967.31	£0.08
DD	WEX	1.4.19	not minuted	£111.33	£111.33
DD	PWLB	not minuted		£2752.67	£2752.67
DD	WEX	9.5.19	£98.00	£99.99	£1.99
4139	R Springett	9.5.19	£1044.02	£1043.82	£0.20
4137	H Damiral	9.5.19	£1375.68	£1375.48	£0.20
4138	B Glew	9.5.19	£1200.39	£1200.19	£0.20

DDs Ford Lease, EDF x 2 &
Eon 9.5.19 should read April 2019, not March

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ANNEX 2

Bank Reconciliation May 2019

B/F May 2019	231637.17
Receipts May 2019	<u>869.02</u>
	232506.19
Less Payments May 2019	<u>15229.47</u>
c/f 31/05/19	<u>217276.72</u>

C/A as per bank state 31/05	100.00
C/D as per bank state 31/05	668.02
C/R as per bank state 31/05	<u>228598.10</u>
	229366.12
Less u/p chqs	<u>12089.40</u>
	<u>217276.72</u>

Anomalies found when preparing May 2019 bank reconciliation: financial/accounting adjustments have been made

<u>Chq No</u>	<u>Payee</u>	<u>Date</u>	<u>Minuted Amt</u>	<u>Actual Amt</u>	<u>Variance</u>
DD	WEX	3.6.19	£75.26	£98.00	£22.74
DD	WEX	3.6.19	not minuted	£96.26	£96.26
DD	EDF (PM)	3.6.19	amt.not minuted	£803.90	£803.90
DD	EDF (PM)	3.6.19	not minuted	£338.00	£338.00
DD	EDF (RG)	3.6.19	amt.not minuted	£11.00	£11.00
DD	Castle Water (PM)	3.6.19	amt.not minuted	£39.92	£39.92
DD	Castle Water (RG)	3.6.19	amt.not minuted	£159.07	£159.07
4166	HMRC	3.6.19		cheque cancelled	

Chqs 4155-4157 Staff salaries x 3
for May 2019