

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 4 February 2013 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs M Taylor (Chairman), L Chown, G Harrington, S Millener, Ms P Moorecroft, S Perry, T Shaw
There were three members of the public in attendance

Action

168. **Apologies** for absence were received from Cllrs C Dobson, Mrs S Gould, H Willard, and T&MBCllrs Mrs S Murray and D Evans
169. **Declarations of Interest**
In the course of normal business being conducted 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 item 175 P Mede Ground: PME grant– as Financial Director of PME
Cllr Taylor declared an interest in item 181 Cheques for signature – Skate Park & P Mede reimbursements
Cllr Perry declared a possible interest in item 180 BG Air Quality Management Area
170. **Minutes of the Meeting 7 January 2013**
All members had received copies of the minutes.
Item no 163 Chq £500 A Rothwell: delete chq no. 3632 add chq no. 3633.
RESOLVED that the amended minutes be approved and signed.
171. **Matters arising**
None
172. **Period for Public Consultation**
Concerns were raised about the speed of traffic and the recent damage to parked cars in Western Road and the car park. Requests were made for improved CCTV and residents' parking permits for the car park. Chairman will discuss this with local borough councillors.
BGJFC advised of changes to Football Assn pitch requirements and a request was made for a 9 x 9 pitch to be incorporated at Potters Mede. Agreed that provision for football is very important to the parish council and later in the year there will be joint discussions with representatives of the senior and junior clubs. In the meantime BGJFC will liaise with an adjacent landowner about the possibility of extending the area for pitches.
173. **Planning Matters**
- (i) **Decisions:** None
 - (ii) TM/13/00068/TPOC Prune and reduce crown of Oak tree – 7 Staleys Acre. No observations
 - (iii) TM/12/03280 Change of use from B1 to manufacture of lighting products – Unit 2 Bourne Enterprise Centre: noise assessment report and concerns. Comments from neighbouring residents and business were considered. After discussion AGREED objection to change of use: possible noise conflict between business and nearby residential properties is of concern
 - (iv) TM/11/01191/FL Erection of 171 dwellings, public open space, vehicular access onto haul road, access roads, footpaths, removal of bridge deck to Isles Quarry East, landscaping and all associated infrastructure – Isles Quarry, Quarry Hill Road. Chairman had circulated a proposed draft response which was fully considered.
Chairman RESOLVED to enter into committee to exclude the public and press from the meeting due to the confidential nature of the discussions.
Chairman reported on his recent meeting with T&MBC representatives and others and lodged 1 page of notes of that meeting with the Clerk.
Chairman RESOLVED to enter back into the public part of the meeting
Information from T&MBC regarding the ownership of the proposed amenity land was noted.
Reference was made to the Borough Green Air Quality Management Area and the current Sustainable Communities Act 2007 consultation.
After considerable discussion two amendments were made to the draft response and it was RESOLVED to submit it as the parish council's response (as attached to these minutes as Appendix A)
 - (v) TM/12/03749/FL Extension - 14 Station Road. No observations
 - (vi) TM/13/00191/FL Extension – 21 High Street. No objection but request applicant to make good damaged block paving leading to the site.
 - (vii) TM/12/02015 2no dwellings - adj 39 Wrotham Road. Revised details for information. Noted

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Minutes of the meeting of BGPC 4 February 2013

174. **Correspondence**

Noted:

- Kent Can Regular newsletters and funding alerts (copies to all Cllrs)
- KCC Regular Trading Standards alerts (copies to all Cllrs)
- T&MBC Regular updates on refuse collection service during inclement weather (copies to all Cllrs)
- JPCTCG Minutes of the meeting 10.01.13 and presentation/handouts (copies to all Cllrs)
- Rural Services Network newsletters (copies to all Cllrs)
- KCC Kent Lane Rental Scheme – notice of scheme coming into effect (copies to all Cllrs)
- T&MBC Cancellation of January Standards & Training Cttee due to lack of business. Next mtg 11.03.13 (copies to all Cllrs)
- KALC Agenda T&M Area Cttee 15.01.13 + draft minutes (copies to all Cllrs)
- Skate Park Cttee Draft agenda 22.01.13 + minutes 23.10.12 and draft minutes 22.01.13 (copies to all Cllrs)
- KALC Invite to enter ballot for tickets for Queen’s Garden Party 06.06.13 (copies to all Cllrs)
- KALC Community Infrastructure Levy & Neighbourhood Planning (copies to all Cllrs)
- Kent Fire & Rescue Towards 2020 update (copies to all Cllrs)
- BMPOS Minutes 06.11.12 + budget outturn Jan 2013 + approved budget 2013/14 (copies to all Cllrs)
- DCLG Neighbourhood Planning Bulletin Edition 3 (copies to all Cllrs)
- M Dorling Thanks for gritting services during recent inclement weather (copies to all Cllrs)
- S Moore Thanks for gritting services during recent inclement weather (note on website)
- KCC Changes to the management of PROWs in Kent (copies to all Cllrs)
- KALC Parish News January 2013 (copies to all Cllrs)
- KCC Monthly bus updates Dec 2012 and Jan 2013 (copies to all Cllrs)
- 3G Pitch Cttee Minutes of the meeting 31 Jan. 2013 (copies to all Cllrs)
- BGPC Chairman Letter to KCCLlr Mrs Dagger – Borough Green 9 Point Action plan (copies to all Cllrs)
- T&MBC Invite for Chairman to attend Mayor’s Charity Dinner 23.03.13 (copies to all Cllrs)
- KALC Draft KALC response to DCLG consultation: examining speed limits for HGVs over 7.5 tonnes on single carriageway roads and Chairman’s personal response (copies of all to all Cllrs)

KALC Sustainable Communities Act 2007 – call for evidence. Comments on the NALC 4 specific policy areas invited by 21.02.13 (copies to all Cllrs). Chairman and Cllr Perry will prepare a draft response which will be circulated to all Cllrs.

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175. **Potters Mede Ground Improvements**

- (i) RESOLVED that the £4,200 grant received from PME will be put towards the first year’s maintenance of the pitches. All Cllrs had received copies of Entrust’s Compliance Inspection Report.
- (ii) Chairman advised that, weather permitting, he will meet with the adjoining landowner to discuss the very wet area in the top corner of the field.
- (iii) All Cllrs had received copies of quotations from Hugh Pearl Ltd and Landscape Services for initial Maintenance incl vertidrainning the new pitches. After discussion AGREED that Chairman will liaise further with Hugh Pearl Ltd. For further consideration at the next meeting. Chairman will also obtain from Hugh Pearl Ltd a 3yr min. maintenance programme.

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176. **Potters Mede Pavilion**

- (i) Chairman gave a progress report advising that his calculations of expenditure to date (incl payments at this meeting) is approx. £365,106 and estimate of projected additional expenditure is £28,000.
- (ii) Finances of the project and need for possible loan or Section 106 grant will continue to be monitored monthly
- (iii) All Cllrs were given copies of the layout plan of the kitchen. RESOLVED to ratify purchase of kitchen units from B&Q in the total sum of £2173.48 + VAT and reimburse Chairman accordingly. Chairman will discuss telephone/broadband services with the builder. Noted that a source of underground external cable may be available: Cllr Millener will progress.
- (iv) RESOLVED to arrange £750,000 (building) + £10,000 (fixtures and fittings) insurance cover with Zurich Municipal at handover at the quoted premium of £1,563.18.
- (v) Chairman will arrange for the re-siting of the container at a max cost of £150. Consideration will be given to landscaping around the pavilion. A BGPC site visit will be made 2pm Sunday 10 February 2013.
- (vi) RESOLVED that payments be made to Maycock & Bennett in the sums of £3933.00 (plastering); £1551.54 (doors); £2650.50 (tiling); £8709.60 (sanitary fittings) and £3548.82 (Carpentry, painting and hire of dehumidifiers) RESOLVED to make payments to EA Services (SE) Ltd – £3840.00 (underfloor heating) and S V Electrical - £4114.98 (light fittings & fire alarm panels)
- (vii) AGREED that a manual should be compiled comprising operations schedules/recommended maintenance from all contractors, particularly for during the retention period. Chairman will arrange.

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SM

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All

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177. Financial Matters

- (i) The 6m internal audit report is awaited.
- (ii) RESOLVED to accept a quotation from How Green Nursery for hanging baskets 2013 at a total cost of £3,992 + VAT. The contractor will be asked to include watering two new flower beds on A227 verges.

178. 2005 Parish Plan

- (i) Chairman reported: AGREED that an answer has been given to the council's original questions. Additionally, the barrister has looked at the current Isles Quarry west application, has visited the site and is now looking at the application amendments. The barrister is in agreement to the parish council's attempts to compromise in its opinion about the development. Any further written report would be at a cost of £350/hr. He would be happy to represent BGPC at any future time if required and will give on free answer to any question the council may have.
- (ii) No further action but future BGPC agenda items will include for possible consideration of any subsequent action required

179. Winter Plan

- (i) Thanks were expressed to the Chairman, grounds maintenance staff, Cllrs Harrington, Millener and Shaw and Mr N Taylor and T Rothwell for their sterling efforts in clearing snow recently. RESOLVED to reimburse Chairman £58.03 fuel costs for towing the gritter. Thanks and congratulations were also received from T&MBCllrs Mrs S Murray and Mr D Evans. A letter of thanks was read from Normanhurst Residents' Assn. There had been very good liaison with Kent Highways and residents acted efficiently and responsibly in using the salt provided.
- (ii) Supplies of salt had been ordered and received as required. No further supplies are needed at present.
- (iii) BGPC made a one-off clearance of snow in the Western Rd car park. It is understood that if the parish council adds this to its Winter Plan Schedule, T&MBC will provide the required materials. RESOLVED. Consideration will be given to installing a salt bin near the j/o Western Rd/Sevenoaks Rd. Clerk reported information received from Zurich Municipal: RESOLVED no insurance action with regard to salt bin cover. Future consideration may be given to extending the gritting arrangements with Wrotham PC to include Platt parish council.

180. Proposed Borough Green Air Quality Management Area

All copies had received copies of the T&MBC 2012 Detailed Assessment of Air Quality for Borough Green and the briefing note sent out to residents. Cllr Perry made comprehensive comments on the report. After discussion AGREED to fully support efforts to implement the Air Quality Management Area and await the action plan. Chairman will draft a reply for circulation to all Cllrs.

MT

181. Cheques for Signature

Payments as listed and circulated to all Cllrs.

BACS:

£336.08	EDF – supply Potters Mede 31.07.12 – 06.01.13
£2950.18	Staff salaries: £891.54
£528.22	KCC - Superannuation January 2013
£60.00	J Stephens – Websites maintenance January 2013
£24.48	Wrotham Parish Council – Skate Park maintenance December 2012
£750.00	BGVHMC – Hire of office Jan – March 2013
£567.00	BGVHMC – Hire of hall, Pop-In Jan – March 2013
£50.63	BGVHMC – Hire of hall, Foot Clinic Jan – March 2013
£226.94	SE Contracting – Street lighting maintenance January 2013
£38.68	Kent Aluminium – maintenance materials, Rec Gd and P Mede
£3933.00	Maycock & Bennett – Plastering, Potters Mede
£1551.54	Maycock & Bennett – Door to stairs and serving hatch door, Potters Mede
£2650.50	Maycock & Bennett – Tiling, Potters Mede
£8709.60	Maycock & Bennett – Sanitary fittings, Potters Mede
£3548.82	Maycock & Bennett – Carpentry, painting and hire of dehumidifiers, Potters Mede

3634 £50.00 Malling Action Partnership – membership 2012/13 (replacement of chq 3627)

3635 £100.00 M Taylor – Hire of van to collect carpet tiles, Potters Mede (reimbursement)

3636 £119.94 Fenland Leisure Products Ltd – Wetpour repair kit, Rec Gd playground

These draft minutes are subject to possible amendment by Councillors at the next PC Meeting and ONLY those Minutes, duly confirmed by members present as being a full and proper record of the proceedings of that meeting, can be accepted as "The Minutes" of that meeting'.

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3637 £58.03 M Taylor – Petrol for trailing gritter during recent period of snow (reimbursement)

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Action

Cheques for Signature (Continued)

- 3638 £61.25 Cash: Western Rd ground maintenance materials (reimbursement)
- 3639 £75.00 Compaid – Donation
- 3640 £100.00 Age Concern Malling –Donation
- 3641 £100.00 Victim Support West Kent – Donation
- 3642 £3840.00 EA Services (SE) Ltd – underfloor heating, Potters Mede
- 3643 £4114.98 S V Electrical – light fittings & fire alarm panels, Potters Mede
- 3644 £2173.48 M Taylor – Kitchen units, Potters Mede (reimbursement)

Bank Reconciliation December 2012

B/F December 2012	111136.25
Receipts Dec 2012	<u>310.28</u>
	111446.53
Less Payments Dec '12	<u>46752.03</u>
 c/f 31/12/12	 <u>64694.50</u>

Proposed by Cllr Perry seconded by Cllr Millener that the above payments be authorised. RESOLVED

Cllr Harrington left the meeting

182. **Written reports**

- (i) T&MBCllr Mrs Murray had submitted a written report (copies to all Cllrs). Information about the T&MBC/CAB initiative at the library was particularly noted
- (ii) Chairman will attend the MVCP event on 19 February 2013 at Hadlow about a new project 'Working with the community to implement river restoration'.
- (iii) Chairman reported on a recent emergency meeting of the 3G pitch committee to discuss operation of floodlights.
- (iv) All Cllrs had received copies of a resident's written concerns about highways matters. AGREED that Chairman will discuss each point raised with the author and with T&MBCllr Mrs Murray.
- (v) Grounds maintenance staff will be asked to give urgent attention to clearance of moss from tennis courts

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183. **Future dates**

- (i) Date of the next meeting Monday 4 March 2013 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 2 March 2013 10 – 12 noon

MT/SM

184. There were no matters for discussion in committee

The meeting ended at 10.09 pm

BOROUGH GREEN PARISH COUNCIL
Isles Quarry West 171 houses TM/11/01191

BGPC now accepts the premise of the housing, and is heartened by the direction of the applicant's amendments. The sole housing access onto the Haul Rd will lessen the traffic impact on the southern part of the village, including the Quarry Hill Rd area of Historical Character. Relocating the northern housing to keep the Stangate Landfill access outside the development, and keeping the Hornet and Stangate commercial access onto the Quarry Hill roundabout will eliminate the traffic clash on the site.

However, we still have the concerns below:

Ground Contamination

The 2010 Geotech report by URS Scott Wilson highlights chemical and hydrocarbon contamination, suspended pockets of contaminated water, areas of low compaction, and escapes of methane and other gases indicating ongoing decomposition in the landfill.

It highlights the risks to construction workers and future residents caused by these contaminants, and recommends that spoil from utilities is removed from site and replaced with inert fill. It follows that the large amount of planned alterations to the landform may also need similar remediation. The report also recommends all open ground is covered with a 600mm blanket of inert fill and topsoil. These volumes of material will generate 100s of HGV movements. It is entirely reasonable to suspect that most of the land within the site suffers from contamination, and will need replacing, new landforms will not just be a simple matter of moving earth about.

As well as the contamination issues, the Environment Agency also has concerns about the stability of the banks of the River Bourne on the southern edge of the proposal. Collapse could cause serious silting, and contamination of this Medway tributary.

Despite the above, the applicant has not submitted any plan for this remediation, nor any note of the impact on local traffic and Air Quality of this volume of HGV movements.

We wholly endorse the EA Report and welcome its full involvement.

Air Quality impact

The applicant dismisses Air Quality concerns on the basis that advancing technology will allow the growth without any increase in traffic pollution, and that the percentage of new traffic into the AQMA will have a "barely perceptible" impact.

A recent statement from DCLG reminds LPAs that Air Quality is a Material Planning Consideration, and that new development should have a "beneficial impact (on AQ)". The applicants "imperceptible increase" is completely opposite to a beneficial impact.

T&MBC's Policy SQ4 in the MDE-DPD specifically forbids development that will impact on an existing or proposed AQMA, and note that cumulative impact on Air Quality must be included. There is proposed and recent development in Borough Green and surrounding area that will impact on the AQMA, but have been left out of the surveys.

This development is clearly contrary to the NPPF para 124, which states that "Planning Decisions should **ensure** new development is consistent with the local air quality action plan."

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BGPC has its own AQ expert who will be submitting and testifying.

Loss of Employment

Isles Quarry Housing was enabled by policy H2 in the LDF on the sole grounds of Affordable Housing need, and the wish to stop commercial use of the site. This seems to be completely at odds with the Governments 2012 Growth and Infrastructure Bill which gives employment equal weight with housing.

Thong Lane Bridge is part of our heritage as a quarrying village, and we would like to see it preserved. It will also provide a safe pedestrian route from the development to the IQ East amenity land.

Bus Routes. We support the bus route along the Haul Rd, where there is room for a safe bus-stop, and note that Quarry Hill is too narrow and dangerous for a bus route or stop, particularly because of the clash with increased pedestrian traffic when the development opens.

Conclusions

We would like to see stringent enforceable planning conditions attached to any permission:

1. That a thorough independent investigation is carried out by a competent authority into site contamination and site stability, with ongoing monitoring during construction and after.
2. That the Applicant produces for approval a remediation plan for any identified contamination.
3. That the Applicant produces for approval a plan detailing proposals to deal with site stabilisation to (a) protect the Bourne Valley from silting and contamination and (b) protect future residents from subsidence and its results, such plan to be also submitted to the EA.
4. That a thorough independent investigation is carried out by a competent authority into the cumulative impact of this and other relevant developments on the new Borough Green AQMA, and that the investigation include the HGV movements caused by any remediation program.

BGPC has doggedly pursued a compromise proposal, that would preserve the Skip Factory, and retain some land in the north for commercial development, with these areas replaced by moving the development further west. Whilst within MGB, the land to the west is exactly the same 60s landfill site as the development, therefore the special circumstances to release that land must apply here .

This would have obvious employment benefits for Borough Green and surrounding areas.

It would allow T&M its needed houses and its New Homes Bonus.

It would allow the applicant the same size development, without the environmental cost of preserving the Bourne Valley, and reducing the remediation requirement in the most heavily contaminated part of the site.

This site will only ever be developed once, we must get it right now.