

## BOROUGH GREEN PARISH COUNCIL

Clerk: Mr Bernie Galopin  
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Established 1934

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Minutes of the Meeting of Borough Green Parish Council held **Online** on Monday 9th November 2020 The meeting was not recorded.

Present: Cllrs Taylor (Chairman), Cllrs Shaw, Wray, Perry, Millener, Redrup, Reading, & the Clerk. Mr Galopin. Cllrs Rayner & Palmer were present online, and one member of the public

150. **Apologies for Absence** Cllr Gould (sick leave) Cllr Simpson
151. **Declarations of Interest:** Chairman to abstain from Payments
152. **Minutes of the Online Meeting: 5th October 2020:** AGREED as a correct record.
153. **Submissions by County & Borough Councillors, and Members of the Public**  
Cllr Rayner spoke about BG Sandpits and Clubb's applications, but refused to make any comments on the applications as a Member of KCC Planning.  
Cllr Palmer spoke about Joint Gateways and funding, and That Platt PC would be responding to the 161 Maidstone Rd application.  
The Member of the public just observed
154. **No Matters arising** from the minutes of the last meeting and not covered by agenda items.
155. **Planning matters** to hand:
  - (i) To note planning notices – as circulated.
  - (ii) Responses already circulated.
  - (iii) Current applications

**TM/20/02332/FL** 116 Maidstone Road Object, Bulk Height and mass  
**TM/20/02397/MIN TM/20/02399/MIN TM/20/02400/MIN BG Sand Pit** Object to loss of restoration conditions  
**TM/20/02241/LDP TM/20/02223/PDVLR**, 16 Hill View Borough Green No observations  
**TM/20/02250/FL 11 Eaglestone Close** No observations  
**TM/20/02282/FL 161 Maidstone Road** Object - Overdevelopment  
**TM/20/02248/MIN, KCC/TM/0201/2020, Nepicar Sand Quarry Platt** Support extension of sand excavation  
**TM/20/02032/FL121 Maidstone Road** No observations  
**TM/20/02187/FL** 81 Quarry Hill Rd (Canham Homes) No observations
156. **Correspondence** - New Councillor application- to co-opt Mr Crawley - AGREED
157. **Potters Mede Grounds and Pavilion**
  - (i) CCTV alteration and repair. LED floodlights replaced
  - (ii) Revisit request to experiment with carpark opening. No action at present, review after lockdown
  - (iii) Wheelchair and buggy access- legal and adequate access for hirers
  - (v) The Council will seek new quotes for carpark resurfacing, profiling and drainage  
Any other action required.
158. **Recreation Ground:**
  - (i) Repair of public toilet lock – ordered.
  - (ii) Update Rec Revamp progress. awaiting Big Lottery Fund
  - (iii) Sewage breakout -.CEO letter, visit by SW/Cappagh, £60k upgrade pumping station
  - (iv) Treeability quote Chestnut & Woodland Walk £604.80+vat accepted  
Any other action required.
159. **Village Enhancements:**
  - (i) Isles Quarry East land transfer - ongoing
  - (ii) Cooper Estates - awaiting completion of land transfer
  - (iii) Volunteer day - Harrison Rd land report. suggestion to use chipper.
  - (iv) Gateway progress - Platt Askew Bridge & Darkhill Rd AONB signs installed KCC Approve
  - (v) A25 gateway legal challenge- To note KCC, Ightham PC and Warner's letters  
Warner's interim bill £1506+vat 1807.20. Cllr Perry asked for a financial breakdown of costs.
  - (vi) To Identify local fields for off lead dog-walking - PROW maps on websites and KCC available for all residents, Dog walkers would need to set up their own digital resource if required

160. **Financial Matters:**

- (i) Clerk noted progress with Unity Bank, and suggested Starling for the next, to comply with FCRS scheme.
- (ii) Finance Committee meeting 20th November 7.30
- (iii) Bank Reconciliations as at 31.Oct.20 Appendix 1  
Chairman moved item to Part 2
- (iv) Clerks' Appraisal and 6 month salary assessment  
Return to Part 1
- (v) To note new cross checking and authorisation of payments

161 **Website Accessibility, Compliance & Risk:**

- (i) Off lead dog walking - see 159 (vi)
- (ii) Facebook page- it was agreed that Cllr Wray would set up a PC Facebook profile, and work with the Clerk to post official PC information. It was noted that PC's should ensure that their posts on Social Media are clearly identified as personal opinions, and not representing the PC

162 **T&MBC Local Plan:**

- (i) Update on Inquiry progress- Inquiry cancelled, no renewed date, awaiting Inspector's detailed letter  
No action required.

163 **Highways and Streetlighting:**

- (i) To discuss possible annual lighting contract with Ken Bonner's Streetlights.
- (ii) Streetlighting LED discount - survey Chairman to chase
- (iii) KCC Officer's report - Traffic Schemes - awaiting current speed survey
- (vi) To engage Traffic Expert re Traffic Scheme- Les Henry quote for above at 3x £350, - AGREED
- (vii) To apply for a KCC Member's Grant for items 3-6 in the Traffic Scheme
  - (a) 40mph Darkhill (b) Rec Traffic Light timing (c) Speed reduction Minters to BrockwayNo other action required.

164 **Sandpits Quarries and Landfills:**

- (i) Significance of JCL application to deepen Nepicar (planning)
- (ii) To approve draft submission to KCC - AGREED
- (iii) BGSP applications - to approve draft response- AGREED

165. **BMPOS:**

- (i) Chairman & Cllr Millener reported on the recent meeting - Treeability ash-dieback work in hand, Arnold Tarmac commencing lay-by 14 Dec TMBC will be taking liability for trees and next year's tendering from now.

166 **Payments List (Cheques/Bank Payments):**

Payment list (**Appendix 1**) checked and authorised Chairman & Cllr Gould  
To approve payments in Appendix 1 Proposed Cllr Perry, seconded Cllr Millener, AGREED Chairman abstained

167. **Future dates:**

- (i) Date of Next Meeting: **Monday December 7th 2020** online via Zoom commencing **7.30pm**, subject to change if isolation rules are removed, to a public meeting in the Annexe to The Church of the Good Shepherd.
- (ii) The Parish Office will not be open on Saturday 7th November.  
Annual Parish Council meeting **Deferred**.  
Parish Annual Meeting Friday Village Hall 8pm **Deferred**.

At other times, appointments can be arranged to meet the Clerk, queries raised or ideas exchanged using the contact details above.

168. **Exclusion of Public and Press: PART 2**

1. Clerks' Appraisal and 6 month salary assessment  
Part 2 minutes are confidential and are archived separately  
There being no other Part 2 Matters Chairman closed the meeting at 22.47hrs

## APPENDIX 1 BGPC Cash Book Summary A/C \*\*\*857 Month: October 2020

**Payments**

|   |                  |
|---|------------------|
| Standard On-Line Payments   | £                |
| Staff Wages   | -3614.99         |
| HMRC  | -1390.76         |
| KCC Pensions  | -993.28          |
| Online Banking Payments   |                  |
| Wrotham Parish Council Local Plan                                       | -2333.94         |
| <u>Refunds</u>  |                  |
| * Rob Springett: PM Sanitisation stores                                 | -154             |
| * B Galopin: BGPC office printer/ink                                    | -229.99          |
| * Rob Springett: PM Sanitisation stores                                 | -9.33            |
| * Mike Taylor: LED floodlights, Gateway signs,<br>RG chain, Union flags | -676.68          |
| * Mike Taylor: Team Meeting   | -35.96           |
| * Barry Glew: Tennis cable, etc   | -89.03           |
| Carole Simpson: Refund for PM fees                                      | -230.4           |
| Monthly Direct Debits   |                  |
| TMBC  | -57              |
| Zen Internet  | -10.79           |
| Wex   | -93.48           |
| Castle Water  | -40.32           |
| Wex   | -25.8            |
| Bank Charges  | -23.73           |
| Castle Water  | -41.11           |
| Wex   | -5.4             |
| ALD   | -301.32          |
| E-On  | -454.02          |
| EDF Energy  | -338             |
| Wex   | -80.01           |
| EDF Energy  | -13              |
| Bank Transfers  |                  |
| From BGPC 600857 to Unity Trust Bank                                    | -85000           |
| From BGPC 600857 to BSA1  | -32              |
| Cheque Payments   |                  |
| 4394 - WPC Skatepark  | -175.89          |
| 4396 - Lesly Cox: Training/YE procedure                                 | -450             |
| <b>Total Payments + Opening Balance</b>                                 | <b>-96900.23</b> |

**Receipts**

|                          |          |
|--------------------------|----------|
| Bank Transfers from BSA1 | 96377.51 |
| Skate Park Litter Pick   | 101.92   |
| Fortitude: Tae Kwondo    | 388.8    |
| Gillon PM Hall booking   | 32       |

|                       |                 |
|-----------------------|-----------------|
| <b>Total Receipts</b> | <b>96900.23</b> |
|-----------------------|-----------------|

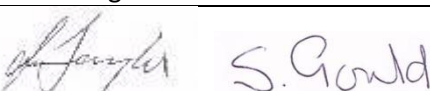
|   |          |
|---|----------|
| <b>Receipts less payments (600857) 31.10.20</b> | <b>0</b> |
|---|----------|

|                                     |    |
|-------------------------------------|----|
| Balance Cash Book (600857) 31.10.20 | 60 |
|-------------------------------------|----|

|                             |    |
|-----------------------------|----|
| Add: Un-presented Chq: 4383 | 40 |
|-----------------------------|----|

|  |     |
|--|-----|
| Balance Bank Statement (600857) 31.10.20 | 100 |
|--|-----|

## BGPC Payments Authorisation Sheet A/C\*\*\*857

| Month: November 2020  | £                |
|---|------------------|
| <b>Payments</b>   |                  |
| <b>Standard On-Line Payments</b>  |                  |
| Staff Wages   | -3614.99         |
| HMRC  | -1390.76         |
| KCC Pensions  | -993.28          |
|   |                  |
| <b>Monthly Direct Debits</b>  |                  |
| TMBC  | -57              |
| Zen Internet  | -10.79           |
| Wex *   | -93.48           |
| Castle Water  | -40.32           |
| Castle Water  | -41.11           |
| ALD   | -301.32          |
| E-On  | -454.02          |
| EDF Energy  | -338             |
| EDF Energy  | -13              |
| Bank Charges  | -23.73           |
| * Variable  |                  |
|   |                  |
| <b>Online Banking Payments</b>  |                  |
| Wrotham Parish Council Local Plan   | -10317.76        |
| TreeAbility   | -386.4           |
| Warners Solicitors  | -1807.2          |
| Commercial Services Trading Ltd   | -142.1           |
| Green Thumb   | -45              |
| Brook Security  | -822.24          |
|   |                  |
| <b>Cheque Payments</b>  |                  |
| 4404 KG Clarke  | -432             |
| 4403 Mrs C.M Hurl   | -102.62          |
| 4402 Kent Aluminium   | -36.45           |
| " Kent Aluminium  | -9.95            |
|   |                  |
| <b>November 2020: Total Payments</b>  | <b>-21473.52</b> |
| Authorisation   |                  |
| Name and Signatures x 2   |                  |
|  |                  |