

Present: Cllrs Mrs S Murray (Vice-Chairman), Cllrs. J Bailey, Mrs L Barrow, J Broad, B Hughes, C Palmer, J Phillips, C Willsher, Mrs B Woodhams

Apologies: Mrs J Lucas, T&MB Cllr D Evans

There were 5 members of the public in attendance

Action

Cllr Mrs Murray declared an interest in all planning applications and advised that she would not take part in any related discussions.

109. **Election of Chairman**

A letter of resignation was received from Cllr J McWilliam. The council expressed thanks for his dedicated service as a councillor and Chairman. Clerk invited nominations for Chairman. Cllr Hughes proposed Cllr Mrs Murray, seconded by Cllr Willsher. There being no other nominations Cllr Mrs Murray was duly elected and took the chair.

110. **Minutes of the meeting 1 November 2004**

Declarations of interest: Cllr McWilliam declared an interest in ... delete TM/04/2445 add TM/04/3697

Declarations of interest: Cllr Bailey declared an interest in ... delete TM/04/3697 add TM/04/2445. The amended minutes were signed as a true record.

111. **Matters arising**

99. TM/04/3697 Extension - Unit 1 Bourne Enterprise Centre: A copy of the council's response was made available.

100. Chairman has discussed future maintenance of websites with Mr J Stephens. Agreed that Cllr Willsher will oversee this function. Cllr Willsher and Clerk will meet with Mr Stephens to discuss future requirements.

100. Cllr Willsher reported on the recent KAPC AGM including likely implications of the Data Protection Act.

The Rural Constable, PC Daphne Allen, reported on the past month's crime figures (12no) for the village. Agreed that she may use the Parish Council office for regular surgeries. Clerk will liaise.

112. **Planning matters** Chairman proposed that Cllr Hughes took the chair. Agreed.

Pre-meeting

TM/04/3799 Materials: 1no dwelling + alterations to access - Orchard House, 71 Sevenoaks Road. No observations.

TM/04/3892 Replace front fence with brick wall and iron gates - 45 Fairfield Road.

Observation: New structures should conform to regulations regarding fences/gates bordering highways.

Meeting

TM/04/3930 Residential redevelopment - 24-28 Western Road. Revised proposals and acoustic statement. Objections: Highway objections as before. Still extreme concern that entrance the proposed development is opposite entrance to busy public car park on busy major road.

TM/04/4058 Outline application: 1no dwelling - adj 80 Western Road. Objection: Over-intensification of site.

Decisions

TM/04/2537 Extension, garage conversion + new garage - 3 Annetts Hall. Permission granted.

TM/04/3107 Replacement of window with door - 49 Fairfield Road. Permission granted.

TM/04/3189 Extension and roof conversion - 80 Western Road. Permission granted.

TM/04/3409 Garage, internal alterations + roof alterations - 20 Crowhurst Road. LDC granted.

TM/04/3486 Conservatory - 135 Maidstone Road. Permission granted.

TM/03/2841 Residential development - 153 Maidstone Road. Appeal lodged.

21 Crow Hill Planning enforcement investigation carried out - no breach of planning control found.

8 Griggs Way Planning enforcement investigation carried out - no action required.

CW

113. Cllr Mrs Murray resumed the chair
Oral reports from Members and Clerk
 Agreed to display appropriate sign and monitor vehicles to discourage commuter parking in the Recreation Ground car park.
 Southern Water has been asked to reinstate boundary of pumping station on A25.
 Cllr Willsher presented a sample of a badge he has designed to identify Borough Green and its organisations. Copies will be given to all members, together with an explanation of the heraldic design. For further discussion at the next meeting.
 Cllr Willsher reported on a recent VHMC meeting and on recent loss of electricity supply to some properties in the village.
 T&MBC will be advised of badly deteriorating surface to ground around recycling containers.
 Cllr Mrs Woodhams will discuss with Hall Aggregates, possible need for roundabout access from the proposed bypass to their quarry, to cope with planned infilling over the next 15/20 years.
 Noted that the gates to the Recreation Ground are in a very poor state of repair. Clerk will carry out risk assessment.
 It was pleasing to note that a Traffic Warden was working actively in the village today.
 A letter of thanks will be sent to the Chamber of Commerce Lighting Committee for the wonderful display of Christmas lights.
 There then followed the period for public consultation: T&MBC will be advised of dog fouling nuisance on estate roads.
114. **Correspondence**
 Noted: Ditton Parish Council newsletter
 Transfer of Justices' Licence - 'Henry Simmonds' Wrotham Road
 KAPC agenda 9 December 2004
 Crime & Disorder Information Exchange Protocol
 T&MBC Youth Support & Development Scrutiny Review: Details of village youth organisations will be submitted.
115. **BGPC dates of future meetings**

Tuesday 4 Jan 2005	PC Meeting (incl Precept 2005/2006).No prior Plng. Mtg.
Monday 31 Jan 2005	Planning meeting
Monday 7 Feb. 2005	PC Meeting
Monday 28 Feb. 2005	Planning meeting
Monday 7 March 2005	PC Meeting
Monday 4 April 2005	PC Meeting. No prior Planning meeting
Monday 25 April 2005	Planning meeting
Friday 29 April 2005	Annual Parish Meeting 8pm
Tuesday 3 May 2005	Annual PC Meeting
Monday 6 June 2005	PC Meeting. No prior Planning meeting
116. **Rural Warden**
 Noted that the Rural Community Warden is now operating in Wrotham as well as Borough Green. In response to a written request from Kent Police, Cllr Hughes proposed that a donation of £400 be made towards a bicycle for the Rural Constable. Seconded by Cllr Palmer.
 Agreed.
117. **Ineractive speed sign - A25, Sevenoaks Road**
 Chairman has corresponded with Kent Highways and will attend a site meeting. Agreed that Cllr Willsher will also attend.
118. **T&MBC parking action plan**
 No objections to proposed limited waiting o/s 64-72 Western Road.
119. **Parish Council office**
 Clerk advised that the work is nearing completion. Agreed that 12no tables and 12no chairs will be required plus storage facilities and display boards.
 Parish Council liability for the cost of the external works still has to be agreed with the VHMC: agreed to await their reply regarding rent-free period.

BW

All Cllrs
for all
meetings

SM/CW

120. **Vital Villages**
Clerk advised that the Countryside Agency grant must be claimed and substantiated by 31 March 2005. Minor amendments are being carried out to the final report and the consultant is preparing a summary report for distribution to all premises in the village. 100 copies of the full report will be produced. Chairman proposed that associated costs with preparation of summary report and printing costs be agreed and that all councillors deliver by hand in early January. Agreed. Further agreed that a public exhibition be held in the Parish Council office 5th & 6th February 2005, with councillors in attendance to answer questions. Councillor L Barrow will co-ordinate arrangements for the exhibition and feedback from residents. LB
121. **Skate Park**
Chairman reported on a meeting with Platt and Wrotham Parish Council Chairmen: Mr D Palmer will take over liaison with the solicitors. Agreed that Cllr Hughes will now represent BGPC and liaise with the other parishes regarding this project. BH
122. **Recreation grounds: Mowing** - A quotation for the 2005 season was received from KCC - Potters Mede £56.53/cut Recreation Ground £29.82/cut with a discount of £1.75/cut/per site if both sites are cut at the same time. Noted that the latter is often difficult because of water retention at Potters Mede. Cllr Willsher proposed that this be accepted, seconded by Cllr Palmer. Agreed.
Tree Surgery - Cllr Willsher met with the contractor to finalise work required in the south-west corner of the Recreation Ground. Agreed that Mr J Lawrenson will carry out routine tree surgery/hedge cutting and tenders will be invited for removal of 1no silver birch tree and 50% reduction of another.
Height Barrier - Clerk reported that the council's insurers had settled the ongoing claim. Christmas tree recycling - Request from T&MBC agreed, all as in previous years.
Licences - To comply with new legislation, Clerk is liaising with T&MBC regarding a licence for Potters Mede.
Football - A reply from BGFC regarding use of grounds and liaison with BGJFC was noted. Cllr Broad reported further. Agreed that adult play should remain at Potters Mede.
Ground maintenance - Agreed to obtain a quotation for vertidrainage Potters Mede and the Recreation Ground. Agreed to maintain cricket square for the forthcoming year only, unless subsequent interest shown in using the facility.
123. **Cheques for Signature**
Auto-Pay
£832.86 R Springett - Asst. Groundsman 1/11 - 30/11/04
£856.34 H Damiral - Clerk November 2004
£617.12 W Austin - Caretaker/Groundsman 1/11 - 30/11/04
£244.00 T&MBC - Rates, Potters Mede December 2004
£168.49 Seeboard - Street lighting supply, November 2004
£168.49 Seeboard - Street lighting supply, October 2004
£674.52 Seeboard - Supply, Potters Mede
£204.64 Seeboard - Street lighting maintenance, December 2004
£43.75 Seeboard - Street lighting repair, Station Road
£1057.50 KCC - Mowing, Rec Gd & Potters Mede
£622.75 KCC - Cricket Square maintenance

£11556.12 R F Hedley – PC Office alterations (interim payment)
£113.75 Vizards Wyeth (Solicitors) - Insurance claim, Potters Mede height barrier
£152.75 Forge Engineering- Repairs to height barrier, Potters Mede
£86.31 Neat Ideas - Printer consumables
£58.75 Peter Wellard (Electrical services) - Electrical repair, Potters Mede
£1410.00 GVA Grimley - Parish Plan - Research & analysis
£370.13 Sevenoaks Glazing - Window repairs, Potters Mede
Proposed by Cllr Hughes, seconded by Cllr Willsher that the above cheques be paid Agreed.
124. **Resolved to enter into committee**
Land matters: Agreed to take no further action regarding (a) pond adj to Potters Mede and (b) waste land j/o A25/Western Road.
Agreed that the PC will register land for proposed footpath Fairfield Road/Station Approach. Chairman advised of future requirements of BGJFC.
Chairman and Cllr Hughes are liaising with Hall Aggregates re. possible burial ground land.

