

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on 4 August 2003 at Potters Mede

Present: Cllr J McWilliam (Chairman), Cllrs C Brinkley-Willsher, D Holcroft, B Hughes, C Merritt (8.15pm), C Palmer, M Taylor

Apologies: Cllrs Mrs Lucas, Mrs Murray and Mrs Woodhams. C Cllr Mrs Dagger. T&MB Cllr Mrs Harrison

There was one member of the public in attendance.

Prior to the meeting, Councillors met with the Vital Villages consultant who gave all members copies of the final draft of the questionnaire. Its content and collection points were discussed.

There were no declarations of interest.

43. **Minutes of the meeting 7 July 2003:**

41. Delete 'Mr Murray', add 'Mrs Murray'. The amended minutes were signed as a true record.

44. **Vital Villages**

No further report.

Kent Downs 'Village Design Statement Workshop' noted.

45. **Matters Arising from the minutes of the meeting 7 July 2003**

29. TM/03/0825 Conservatory, revised details, r/o Borough Green House. Chairman advised that T&MBC is giving this further consideration in the light of additional information.

Public consultation. A letter from Cllr Taylor to residents neighbouring the 'Drop-In Centre' was read and noted. It was reported that troublemakers are usually people who are too old for the centre: discussions are being held with them to try and resolve problems. BGVHMC is considering possibility of providing extra space for the 'Drop-In Centre' and tree planting/screening.

46. **Planning Matters**

TM/93/0305 Restoration scheme and aftercare, details – Borough Green Sandpit. No observations.

TM/03/0099 Loft conversion, revised design – Waterside Cottage, Basted. No observations.

TM/03/0825 Revised details of cottage conservatory – Land r/o Borough Green House. No observations.

TM/03/2106 Extension to replace outbuildings – 24 Lingfield Road. No observations.

TM/03/2117 Kitchen and dining room extension – 64 Fairfield Road. No observations.

TM/03/2254 Dormer extension and porch – 105 Maidstone Road. No observations.

TM/03/2262 Additional window – Unit 9 Bourne Enterprise Centre. No observations.

Proposed redevelopment – r/o 2&4 Maidstone Road. Letter of intent noted.

**Decisions**

TM/03/0824 Alterations to existing & construction of new dwelling, 71 Sevenoaks Rd – Permission granted.

TM/03/0961 Dwelling, r/o 1 Sevenoaks Rd – Permission refused.

TM/03/1137 Extension – 18 Monckton Road. Permission granted.

TM/03/1138 Illuminated sign – Borough Green Village Hall. Permission granted.

TM/03/1233 Roof amendment – 26 Normanhurst Road. Amendment approved.

TM/03/1372 Alterations to form flat – Henry Simmonds PH, Wrotham Rd. Permission granted.

TM/03/1605 Replacement extension – 122 Maidstone Road. Permission granted.

TM/03/1616 Extension & alterations – 55 Wrotham Road. LBA granted.

5 Hill View – No evidence of breach of planning control.

47. **Oral Reports from Members and Clerk.**

The following matters will be reported to T&MBC:

1. Damaged footways Sevenoaks Road and Quarry Hill Road.

2. Construction of disabled access j/o Fairfield Road/A227.

3. Gullies require emptying Woodlands Estate and High Street, o/s Baptist Chapel

Action

**Oral Reports from Members and Clerk (Continued)**

Cllr Brinkley-Willsher reported on the recent Men of Trees visit to the village. Items for PC action will be referred to the Groundsman. A written report from the Men of Trees will be received at a later date.

It was noted that T&MBC is investigating legality of local sale of motorised scooters, which are causing some nuisance in the village.

Cllr Holcroft reported on a recent BMPOS committee meeting. Costs and possible timescale of dredging the Mill Pond were noted. Consideration was given to the committee's request for

1. This year's maintenance contribution to be made direct to a WREN landfill tax grant application: the Parish Council and other contributing parishes would act as a third party funder.
2. An additional 'one-off' payment of approx £436 in support of the same application. Noted that this is proportionate to the contributions from the other parishes, in accordance with the committee's constitution.

Cllr Hughes proposed that, subject to approval by the other contributing parishes, this action be agreed. Agreed.

Chairman reported on a letter received from Woodlands Residents' Assn:-

1. Tree surgery – land adj. Houses in Dryland Road. This should be agreed between the householders and landowners. T&MBC should be consulted as the trees are subject to TPOs.
2. Request for dog fouling signs to be installed on the estate will be referred to T&MBC. Agreed that this is not necessarily the wish of all residents.
3. Comments on proposed skateboard park, Whitegate Field noted.

There then followed the period for public consultation:

Concerns about new signs for Bourne Enterprise Centre will be referred to T&MBC.

48. **Correspondence**

Consultation paper on Indemnities for relevant Authority Members and Officers passed to Chairman for circulation.

Kent Trails public rights of way newsletter passed to Chairman. There was some discussion about land to the east of the Recreation Ground.

Noted: 'Serving you Better' – T&M's community strategy.

'Planning Update' newsletter.  
KCC Annual Plan.

All Cllrs

49. **Audit of Parish Council accounts 2002/2003**

All members received copies of a report from the Parish Council's internal auditor, the completed statement of accounts, statement of assurance and the Parish Council's risk assessments. The following action was agreed:- 1. Cllr Hughes will prepare draft Financial Regulations as a matter of urgency 2. Risk assessments agreed and will be updated annually. Cllr Hughes proposed that the statement of accounts and statement of assurance be signed. Seconded by Cllr Brinkley-Willsher. Agreed.

BH

50. **Borough Green Boundary with King George's Field**

All members received copies of a summary of tenders received for barrier and fencing works. Chairman proposed that, subject to approval by Platt PC, the tender of Tonbridge Fencing Ltd in the sum of £1,229.86 be accepted. Agreed. All costs to be shared equally with Platt PC, all as previously agreed.

51. **Recreation Grounds**

**Cricket square:** Cllr Brinkley-Willsher proposed that an estimate from KCC in the sum of £100 to spray and fertilise the square be accepted. Seconded by Cllr Hughes. Agreed.

**Woodland walk:** Agreed to obtain competitive prices for tree surgery to form a woodland pathway at Potters Mede.

**Use of premises:** Use of Potters Mede for the Drop-In Centre's charity concert 4-10.30pm 30

August 2003 was confirmed.

52 **Cheques for Signature**

**Auto-Pay**

£1042.28	R Springett – Asst. Groundsman 1/7 – 31/7/03
£832.66	H Damiral – Clerk July 2003
£594.59	W Austin – Caretaker/Groundsman 1/7 – 31/7/03
£103.72	Kent Aluminium – Maint. Materials, P Mede, Rec.Gd & planters Western Rd
£317.00	T&MBC – Rates, Potters Mede August 2003
£891.47	Landscape Services – mowing of grounds ½ yr
£111.38	KCC – Supplies, Potters Mede & office
£1555.29	Inland Revenue - PAYE/NI April-June 2003
£35.00	Information Commissioner – Data Protection entry fee
£370.13	Sevenoaks Glazing – Replacement glazing, Potters Mede
£399.50	Kingshill Forestry & Conservation Ctrs – Ditch clearance, P Mede & Rec.Gd
£411.25	Audit Commission – audit fee 2001/2002
£493.50	Wealden Consultancy Ltd – Internal audit 2002/2003

Proposed by Cllr Hughes, seconded by Cllr Taylor that the above payments be made. Agreed.

53. There were no matters for discussion in committee.