

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 4 July 2016 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), L Chown, Mrs Gould, S Perry, T Shaw and H Willard

There were five members of the public in attendance

**Action**

- 49 **Apologies for Absence** Cllr C Dobson, Mrs T Dawson S Millener, Ms P Moorecroft,  
An email from Cllr Mike Yianni was read tendering his resignation as he has moved away from the area. Thanks were expressed to him for his service. The vacancy procedure will be commenced.

50 **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.

- 51 **Minutes of the Meeting 6 June 2016:** All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

52 **Matters Arising**

48. T&MBC Letter of Censure re Cllr Taylor Standards Board hearing (Dec 2015). Cllr Perry advised T&MBC has informed him that they are unable to offer any further guidance regarding any action the parish council should take. AGREED that Cllr Perry will liaise with the Clerk to discuss calling a special meeting of parish councillors and a subsequent agenda item.

SP

31. Planning Matters TM/16/01245/FL- variation of conditions, Sainsbury's 4 Wrotham Rd. Chairman and Cllr Perry reported that refusal is likely, Noted that there is likely to be some enforcement action taken by T&MBC.

53 **Period for Public Consultation**

There is ongoing concern about the blocked culvert and consequential flooding at the junction of Thong Lane/Basted Mill. Chairman assured gave assurance that pressure will continue to be put on the authorities to carry out urgent clearance work and reconstruction of the banks. He will pass contact information to residents who are encouraged to do the same.

MT

The owner of 'Ingleside' Maidstone Road referred to his letter sent prior to the parish council last month which had immediately been circulated to all members.

A representative from Borodara voiced concerns that the proposed defibrillator at the railway station will not be central enough to the village. He was advised of the logistics of it being there and also advised that ideally it is hoped that there will be an additional one further south in the village.

Fairseat Residents' Assn will ask KCC to arrange for cutting back of hedges on the A25 Maidstone Road, towards the Borough Green/Platt boundary.

Chairman proposed that item 58(iii) be considered next. RESOLVED

There was further discussion about the amended draft agreement for the right of way across the Recreation Ground car park in connection with the proposed 'Ingleside' development. The content of the owner's letter to the Parish Council, delivered by him to all members present at the council meeting last month was again noted, particularly the threat of court action. There was discussion about alleged "daily obstruction of the right of way by parked cars".

The council AGREED to reiterate that all further communications should be via the solicitors and await an amended document.

54. **Planning Matters**

(i) **Decisions**

TM/15/0775 Relocation of soil screening & processing operations and extend timescales of soil screening operations - Borough Green Sand Pit. Permission granted

TM/15/0777 Variations of operational timescales - Borough Green Sand Pit. Permission granted

TM/15/0781 Variation of conditions relating to operational timescales - Borough Green Sand Pit. Permission granted

Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)

**Planning Matters (Continued)**

- (ii) TM/16/00933/FL change of use of barn 6 to restaurant/café and barns 2&3 to gym/office - Crickets Farm, Borough Green Road, Ightham. No observations.
- (iii) TM/16/01524/FL convert garage to office - 13 Tolley Mead. No observations.
- (iv) TM/15/05031 Demolition of warden-supported dwellings and replacement with 60no dwellings in 5no 2/3 storey blocks - St George's Court, West Street, Wrotham. All members had received copies of the Chairman's response to the planning authority. AGREED to ratify the objections raised and agreed that the current facility is a valuable asset for Borough Green residents.
- (v) TM/16/01859/FL demolition of 4no industrial buildings and replace with industrial unit plus flexible change of use and parking/vehicle maintenance and office for Robert Body Haulage - former fencing yard adj Borough Green Sandpit, Wrotham Road. No objections but any approval should be conditional on vehicles entering/exiting from/to the north and this must not be a step towards any future housing development.
- (vi) TM/16/01966/CRD Chairman advised of details of contamination remedial verification (capping) for plots 140-151 Hazelbourne development, Isles Quarry West. Noted.

**55. Correspondence****Noted:**

Kent Can Regular newsletters and funding (copies to all Cllrs)  
 Kent Police Withdrawal of mobile Police stations (copies to all Cllrs)  
 KALC Legal Topic Notes: 'Responsibilities of Councils as Landowners' & 'Copies of Planning Documents' (copies to all Cllrs)  
 KCC Inside Track newsletter no 227 (copies to all Cllrs)  
 JPCTCG Agenda 5 July and minutes 17 May 2016 (copies to all Cllrs)  
 Getmapping Parish Online newsletter June 2016 (copies to all Cllrs)  
 T&MBC Draft JPCTCG agenda 27.06.16 & minutes of the previous meeting (copies to all Cllrs)  
 KALC Councillors' conference 7 July 2016 (copies to all Cllrs)  
 KALC Parish News June 2016  
 T&MBC Agenda Area 2 Planning Committee, 6th July 2016 (copies to all Cllrs)  
 T&MBC Community Safety Partnership newsletter to July/August 2016 (copies to all Cllrs)  
 KALC Transfer of functions from the PWLB consultation (copies to all Cllrs)

**T&MBC** 'Call for Sites': initial assessments had been circulated to all Cllrs together with notes on a meeting of the Parish Alliance which was noted to have been a very positive meeting. It was AGREED to adopt the notes of the meeting.

Cllr Perry gave further information on the Kent Minerals Plan.

**Borough Green Gardens** Site north of Borough Green submitted in response to T&MBC's 'Call for Sites' (copies to all Cllrs) AGREED that the parish council does not support any development on any of the Green Belt land north of the village and objects to the name of 'Borough Green' being used in connection with any suggested development.

**Croudace Homes Ltd** Land at Crouch Lane included in T&MBC's Interim site assessment 'Call for Sites' (copies to all Cllrs) AGREED in principle that the parish council does not support any development of this land.

**Cllr M Yianni** Notice of resignation (copies to all Cllrs) as reported under item 49 of the agenda

**56. Potters Mede Grounds**

- (i) Proposed new pitch adj Potters Mede: Chairman had circulated notes of his meeting with the landowner and Chairman of BGJFC. Noted that a long-term lease is unlikely at the moment and without that BGJFC who find it difficult to find funding for the project. The matter will be revisited by the landowner when the outcome of the Local Plan is more clear.
- (ii) Chairman met with Landscape services who advised that the main pitch should be left for another season to mature and grow a strong root system. Cllr Willard expressed serious concern about the condition of the grass. RESOLVED to pay any reasonable cost for expertise advice from Hadlow College. Chairman will arrange.

**MT****57. Potters Mede Pavilion**

A booking for private hire for an evening party on 8 October 2016 was noted

58. **Recreation Ground**  
 (i) All Cllrs had received copies of the recent annual playground inspection report and risk assessment by the manufacturers. Recommendations were noted of which there are no 'High Risk' matters. Comments from and action by the grounds maintenance staff had also been circulated to all members.  
 (ii) Cllr Millener will liaise with the Groundsman to agree on a suitable pressure washer. RESOLVED that on this occasion Chairman will purchase and reclaim the expenditure.  
 (iii) Draft agreement for 'Ingleside' access - as previously discussed
59. **Risk Assessments**  
 No report
60. **Audit 2015/2016**  
 The year-end internal audit report is awaited. Clerk has been liaising with the auditor.
61. **Insurance**  
 (i) All councillors had received full details and schedule of insurance cover plus renewal arrangements. RESOLVED to renew the insurance with Zurich Municipal in the total sum of £5277.51  
 (ii) RESOLVED to increase the building insurance for the Recreation Ground Memorial Pavilion to £175,000
62. **Street Lighting**  
 A complaint has been received about a light in Tilton Road, adj to the footpath which is shining into nearby properties and causing a disturbance. AGREED to ask the contractor to inspect and advise
63. **Isles Quarry Redevelopment**  
 Proposed bus service to the doctors' surgery: as from 1.8.16 no 70 bus will visit the doctors' surgery several times a day during the mornings, waiting at the roundabout and using the haul road as the route from Borough Green Station. It is understood that advertising and timetables are being prepared. Cllr Perry gave further information about changes to the 221/222 service  
 (ii) Blocked culvert in Thong Lane: as reported under item 53 of the agenda.
64. **Defibrillator**  
 As discussed under item 53 of the agenda
65. **War Memorial**  
 (i) Chairman gave a progress report on the construction which is proceeding well and looking extremely good. A bench alongside will be installed along with a flagpole.  
 (ii) Chairman is liaising with KCC about the possible replacement/relocation of highway signs. It is hoped that KCC will fund sew signs.  
 (iii) A 2016 issue Royal Mint £2 coin commemorating the 1st World War, has been buried in the foundations of the memorial. RESOLVED to purchase a total of 14 coins @ £10 each and present to all key people involved in this project. Further RESOLVED that this will be financed from the Chairman's 2016/2017 allowance
66. **Replacement tree - j/o Rock Road/Quarry Hill Road**  
 (i) Chairman reported on his discussions with KCC who suggest a kerb and narrow concrete pavement around the suggested rocks. There is some concern that this may restrict water ingress to the tree. Await further advice from KCC.  
 (ii) Construction work is scheduled to commence on 28 November 2016

SM  
MT

MT

MT

MT

**67. Cheques for Signature****BACS:**

£382.00	T&MBC - Rates July 2016, Potters Mede
£50.00	T&MBC - Rates July 2016, Recreation Ground
£3494.10	Staff salaries June 2016
£1562.25	KCC - Superannuation June 2016
£313.06	Wrotham PC – Skate Park maintenance
£33.74	Kent Aluminium - R Gd maintenance materials
£226.94	SE Contracting – Street lighting maintenance May 2016
£226.94	SE Contracting – Street lighting maintenance June 2016
£2626.84	Inland Revenue April - June 2016
£1839.60	How Green Nursery Ltd – Hanging baskets 2016 (interim)
£72.00	Wicksteed Leisure Ltd – Annual playground inspection and risk analysis
£750.00	BGVHMC - office rental July-Sept. 2016
£404.55	BGVHMC - hire of hall lunch club April-June 2016
£40.50	BGVHMC - hire of hall foot clinic Jul-Sept 2016
£1983.74	Commercial Services Trading Ltd – moss treatment & ground improvement works, Potters Mede
£1107.90	Commercial Services Trading Ltd – ground improvement works, Rec Gd
£370.76	E-on – street lighting supply June 2016
<b>D/D:</b>	
£236.00	EDF – supply, Potters Mede, June
£14.00	EDF – supply, Recreation Ground, June
£295.61	Ford Lease – vehicle lease July 2016

3934	£100.00	Victim Support - Donation
3935	£866.40	One Stop Promotions Ltd - Flagpole & flags, war memorial site
3936	£220.35	Cash – Petty cash and tel/BBand reimbursement April-June 2016

**Bank reconciliation May 2016**

B/F May 2016	144097.68
T&MBC Financial arrangements	3347.00
Other Receipts May 2016	<u>404.48</u>
	147849.16
Less Payments May 2016	<u>5135.80</u>
c/f 31/05/16	<u>142713.36</u>

Proposed by Cllr Shaw, seconded by Cllr Perry that the above payments be made.

RESOLVED

**68. Written Reports**

Cllr Perry is progressing an Environmental Health issue with T&MBC regarding a property on the Maidstone Road.

**SP**

**69. Future Dates**

- (i) Date of the next Meeting Monday 8 August 2016 in the Annexe to The Church of the Good Shepherd 7.30 pm.
- (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 6 August 2016 10 – 12 noon
- (iii) RESOLVED that the subsequent Parish Council meeting will be held at 8pm on Monday 12 September 2016 in the Annexe to The Church of the Good Shepherd.

**all**

**MT/SG**

**all**

70. There were no confidential matters for discussion.

The meeting closed at 9.30 pm