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**DRAFT** Minutes of the **BOROUGH GREEN PARISH COUNCIL MEETING** held in Borough Green Village Hall on **Monday 3rd June 2024** starting at **1935**. The meeting was not recorded.  
**Present:** Cllrs Taylor (Chair), Cllrs, Ramsden (Vice Chair), Butterfill, Rawsthorne, Reid, Heselden, Cllr Palmer (TMBC), Cllr Rayner (KCC) , & the Clerk. There was 1 member of the public.

**037. Apologies for Absence** Cllrs Hook, Thrush, Shaw, Millener & Reading

**038. Declarations of Interest**

Chairman apologised email error, asked if there were motions of Censure - None

**039. Minutes of the Annual Parish meeting 13th May 2024 - AGREED**

**Minutes of the Parish Council Annual meeting 13th May 2024 - AGREED**

**040. Submissions by County and Borough Members and Members of the Public**

**Cllr Palmer** Noted the 6 week delay to the Local Plan caused by the Election, and this was welcomed, and how she and the Chair had to be ever mindful of the risks of "pre-judgement" on Planning Matters. The Local Plan had a requirement for 10% Biodiversity Net Gain but urged an increase to 20% in the Plan, and advised that the BGPC AQ Monitor would be reviewed in a year's time due to falling emissions, but raised concern that Particulates were not being monitored, a particular hazard on the A25 & A227.

**Cllr Rayner** Noted Alliance concerns about Traffic Issues in the developing Local Plan, and requested support for commissioning a new Traffic Study - AGREED ( Chair abstained) KCC's budget remains tight, and escalating pressure from Social Care and Unaccompanied Child Asylum seekers were exacerbating the problem. Noted the serious problems with mud from the Wrotham School construction site and enforcement. Noted that R Body Landfill ran an extremely efficient cleaning operation, but had no control over the School Site facilities.

Member Of The Public raised concerns about the fading road markings along the A25 J/W Station Road (slow) and the zebra crossings o/s Nisa (High Street) and along Western Road (A227) – HR dealing.

**041 Matters Arising** - Chair - email error re VH

**042 Planning Matters**

- (i) To note Planning Notices as circulated
  - (ii) Current applications and **responses** as circulated, Update on AGILE and Planning problems
- There were no applications this month**

**043 Potters Mede**

- (i) 3x Storage Container arriving 7th June
  - 2 x containers for the scouts - £3,168.00+VAT - BGPC assets... (paid May)
  - 1 x container for BGJFC (to be refunded 100%) - £1,695+VAT...(paid May)
  - Fencing to be removed prior to delivery
  - Sleepers supplied by BGJFC, locks by BGPC
  - New lock covers to be installed
- (ii) Fencing - removal 6th June , addition of gates, replacement £2560.92 grant – application pending
- (iii) Youth Engagement Initiative - PC to explore funding dedicated Youth Workers
- (iv) BG Scouts - Moving 15th June - Contract signed obo Scouts, Cubs, Beavers, not yet Guides and Explorers
- (v) Solar Installation complete, training session Friday - Clerk to investigate new supplier Octopus?
- (vi) Space2beme - new group for children with SEN - KCC recommend PM Highly -
- (vii) Good reports of cleanliness - thanks to Rob.

**044 Recreation Ground**

- (i) Black Horse Mews - subsidence - low key solution to protect river banks.
- (ii) Erosion of stream bank - ongoing
- (iii) Play area new fence ROSPA approved 10/11/12 June - £7,190+VAT TMBC grant applied, AGREED
- (iv) Mowing -Landscape Services missing headlands, complaint made.
- (v) Several reports of loose dogs - enforcement visits imminent.
- (vi) Minor graffiti - cleaned off and culprit to be identified.

#### **045 Community Issues**

(i) D-Day 80 - 6th June 2024 All in hand - pictures and decorations for Lunch Club, decorations, beacon and all facilities all confirmed 6 - 10pm Thurs- City of Rochester Pipe Band and Singing Choir booked. Beacon lighting 2100hrs All Cllrs who are free are urged to attend wearing Badges.

#### **046 Village Enhancements & Green Spaces**

- (i) Solar Projects - Bowls Club, we have provide financial assistance - £4679.
- (ii) Public Toilets - Lighting and heating upgrade. Women's entrance to be changed. May be slightly delayed, under grant pressure.
- (iii) Surgery carpark project - Draft lease signing 11th June. Now includes 10 year Review.
- (iv) Nu-Venture changes to routes and timetabling. Widely publicised.

#### **047 Financial Matters**

- (i) Responsible Financial Officer's report
- (ii) Bank Reconciliations & Balance 31 May 2024 Total Bank Balance **£238,875.29**
- (iii) To approve Payment List as circulated.(App 1) Prop Chair, 2nd Cllr Butterfill, - AGREED  
Invoices checked : Cllrs Rawsthorne & Taylor.
- (iv) To Appoint Internal Auditor FY25 Martin Fielder-White AGREED
- (v) AGAR Public Rights notice to be posted 4th June 2024, available 5/6 - 16/7 - proof required -AGREED

#### **048 Website & Social Media**

(i) Increasing website security – Cllr Ramsden now has access to bg.gov and will be reviewing it. Review of documents on website conducted and confidential documents removed.

#### **049 Neighbourhood & Local Plans**

- (i) Local Plan - delay due to election - opportunity to revisit, current levels of housing for this area are very high and the Alliance have had several confidential discussions and will be commissioning a Traffic Study.
- (ii) Chair & Cllr Rawsthorne to liaise and develop Chap 6, Character appraisal, index and review 2014 Parish Plan and 2016 TM Local Plan.

#### **050 Highways & Streetlighting**

- (i) A25 Pavement - Andy Watson KCC multiple investigations/actions ongoing
- (ii) Quarry Hill Rd Resurfacing 13th June

#### **051 Quarries & Landfills**

- (i) Enforcement activity ongoing

#### **052 Councillors Reports from outside Bodies (max 3 min)**

- (i) Village Hall Reps - awaiting Complaint and ICO outcomes.
- (ii) Pat Moorecroft Flowers & Chocolate - Bernie purchased, Scott delivered - very grateful.
- (iii) To Note - Tim Shaw standing as Independent Candidate in Parliamentary Elections
- (iv) Cllr Butterfill reported on PPP, Climate Change high on the agenda.

#### **053 Future Dates**

- (i) **Date of next meeting 1st July 2024 1930 Borough Green Village Hall**

At all other times contact the Clerk using the details above

There being no further business, Chairman closed the meeting at 21.10

#### **054 Exclusion of Public and Press:** Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any item.

There were no items for Part 2

## Appendix 1

**BGPC Payments List 3 June 2024**

£

<b>Staff Costs</b>	
Staff Salaries	5,543.92
HMRC	2,838.19
KCC Pensions	2,576.00
<b>BACS Payments</b>	
SE Solar, PM - inv 1006 (balance)	9,801.81
SE Solar, BGBC - inv1011	10,798.57
Astra Security, CCTV data charges, inv SI-108489	30.00
Nu-Venture, inv 3027	833.00
Dale Drummond, inv 525	950.00
* Perimeter Solutions PM picnic area gates (awaiting invoice)	3,181.10
* Perimeter Solutions - RG play area fence (awaiting invoice)	8,628.00
Expenses - Bernie Galopin	62.00
Expenses - Bernie Galopin	135.00
Expenses - Robert Springett	11.80
Expenses - Robert Springett	152.00
Expenses - Barry Glew	73.05
<b>DD Payments</b>	
Zen Internet (monthly charge)	13.79
Zen Internet (domain name annual charge)	19.19
National Domestic Rates RG	57.20
COGS - The Voice Magazine	300.00
Bank Charges *	18.00
Npower* - streetlighting	1,518.38
Npower* - public convenience	242.49
EDF (PM)*	443.00
EDF (RG)*	40.00
Castle Water*	127.54
Castle Water*	15.00
Vauxhall Finance	544.80
* DD amounts may vary on a monthly basis	
<b>Total</b>	<b>48,953.83</b>
<b>NB: Receipts during May 24 (exc bank transfers)</b>	<b>7,740.48</b>
<b>Total Balance at 31 May 2024</b>	<b>£238,875.29</b>
<b>Signatures - Cllrs Rawsthorne &amp; Taylor</b>	