

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 5 January 2015 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs M Taylor (Chairman), L Chown, C Dobson, S Millener, S Perry, T Shaw and M Yianni

There were three members of the public in attendance.

- 175 **Apologies** for absence received from Cllrs Mrs S Gould, G Harrington, Ms P Moorecroft, H Willard and T&MBCllr Mrs Murray Action
- 176 **Declarations of Interest**
In the course of normal business being conducted all Cllrs 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. Cllr Taylor declared an interest in item 191 cheques for signature: skate park
177. **Minutes of the Meeting 1 December 2014**
All members had received copies of the minutes. RESOLVED that the minutes be approved and signed.
178. **Matters Arising**
158. All members had received copies of a negative response from KCC to a request for an traffic mirror in Station Road. This will be sent to the resident who requested it and KCC will be asked to liaise with occupants of Caxton House to cut back hedge to improve sight lines.
169. 308/306 bus service: Chairman advised that as the re-routing and related bus stops proposal is controversial, implementation has been halted to enable further discussions. Chairman will keep the council and residents informed of any developments. MT

Chairman proposed that item 184 of the agenda be taken next. RESOLVED.
184. **Recreation Ground**
Some historical information has been gathered about the right of access across the car park in connection with the neighbouring property 'Ingleside', with particular regard to the proposed construction of additional dwellings: it would appear that BGPC has no legal reason to restrict the volume of traffic. There was some discussion about the possibility of requiring the developer to modify the car park boundary to provide the agreed 10ft wide access route. RESOLVED for further discussion under item 194 of the agenda.
179. **Period for Public Consultation**
A resident expressed extreme disappointment at what he considered to be a very unprofessional recent Area 2 Planning meeting when the proposed Sainsbury's Local store at the Henry Simmonds PH, Wrotham Road was determined: he felt that the voice of the local community was not listened to. Chairman thanked members of the public who attended that meeting to support the community.
180. **Planning Matters**
- (i) **Decisions**
TM/11/03518/FL Use of bar and dining facilities to remain open until 12.30 am – Reynolds Retreat. For Area 2 consideration 10.12.14
TM/14/02798/FL Extensions – 13 Harrison Rd. Appeal lodged + letter from Cllr Taylor to T&MBC (copies to all Cllrs
TM/14/02877/FL Retain infill of rear courtyard – Reynolds Retreat. For Area 2 consideration 10.12.14
TM/14/03560/FL Extensions, ATM, elevations and access to residential accommodation – The Henry Simmonds
For Area 2 consideration 10.12.14
TM/14/02992/FL Residential development – A-Z site, 173-199 Fairfield Road. For Area 2 consideration 10.12.14
(ii) TM/14/04096/FL Extension – 95 Fairfield Road. No observations
(iii) TM/14/04224/FL Loft roof extension (resubmission of approval under TN/14/02166/FL) to include rear balcony and increased dormer size – 12 Wrotham Road. No observations
(iv) TM/14/03560/FL & TM/14/03570/FL proposed Sainsbury's store – The Henry Simmonds, 4 Wrotham Rd
Chairman reported and there was considerable discussion: the Article 4 direction has been refused and there was no case for the request for the Community Right to Bid as the supermarket can go ahead. Chairman awaits a response to his FOI requests. AGREED that BGPC is very dissatisfied with the planning process in connection with these applications. Chairman will draft a strong letter of complaint to T&MBC. MT
(v) TM/14/04256/FL Enlarge garage, utility room and loft over garage – 1 Eaglestone Close. No observations.

These draft minutes are subject to possible amendment by Councillors at the next PC Meeting and ONLY those Minutes, duly confirmed by members present as being a full and proper record of the proceedings of that meeting, can be accepted as "The Minutes" of that meeting'.

181 **Correspondence****Noted:**

Kent Can Regular newsletters and funding alerts (copies to all Cllrs)
 KCC Regular Trading Standards alerts (copies to all Cllrs)
 Rural Services Network newsletters (copies to all Cllrs)
 KCC Monthly bus updates November 2014 (copies to all Cllrs)
 Navigus Planning Journal of Local Planning issue 17 (copies to all Cllrs)
 T&MBC Date of next JTB meeting 30.03.15 (copies to all Cllrs)
 KCC Community Warden Service update and outcome of KCC consultation (copies to all Cllrs)
 T&MBC T&M Community Safety Partnership newsletter Dec/Jan 2014/15 (copies to all Cllrs)
 T&MBC JPCTCG agenda 08.01.15 (copies to all Cllrs)
 Kent Police Police and Crime Commissioner and Christmas newsletters Dec. 2014 (copies to all Cllrs)
 T&MBC Kent Police Mobile Police Station dates (copies to all Cllrs)
 T&MBC Agenda Area 2 Planning Committee, 10.12.14 (copies to all Cllrs)
 T&MBC Bulky Refuse Service dates Dec 2014 – March 2015 (copies to all Cllrs)
 KALC Draft minutes of the AGM 22.11.14 (copies to all Cllrs)
 Post Office Details of move to Nisa Stores, High Street (copies to all Cllrs)
 BMP Minutes of the meeting 30.09.14 (copies to all Cllrs)
 KALC Consultation on Parish Polls (copies to all Cllrs)
 DCLG Notes on Neighbourhood Planning Edition 12 (copies to all Cllrs)
 T&MBC PPP minutes 27.11.14. Next meeting 10.02.15 (copies to all Cllrs)
 Rural Services Network Launch of 2015 Manifesto (copies to all Cllrs)
 Parish Online Newsletter December 2014 (copies to all Cllrs)
 KALC Parish News December 2014 (copies to all Cllrs)
 NALC CLG Select Cttee report: Nat.Planning Policy Framework + media release (copies to all Cllrs)
 JPCTCG Revised agenda 08.01.15 + minutes 09.10.14 (copies to all Cllrs)
 Rural Services Network Results of the Parish Rural Sounding Board Survey (copies to all Cllrs)
 KALC Election awareness campaign (copies to all Cllrs)
 Local Govt Boundary Commission Electoral Review of KCC and publicity (copies to all Cllrs)
 T&MBC Anti-social behaviour, Crime & Policing Act 2014: awareness training (copies to all Cllrs)

Office of HM Lord-Lieutenant of Kent Cllr Perry will attend the annual Civic Service 10.03.15, Rochester
High Weald Councils Aviation Action Group Leaflet and distribution map + options of ways to proceed
 + draft Commission consultation response (copies to all Cllrs) Cllr Perry will try to attend the Group
 meeting 5 January

Kent Men of the Trees AGREED to enter the Trees in the Village competition 2015.

KCC Traffic Management Options Report which included a speed survey of the A25/A227 and
 acknowledgement that there is a real traffic problem (copies to all Cllrs): Chairman and Cllr Millener will
 attend a follow-up meeting with KCC later this month to discuss what appears to be a very
 comprehensive and impressive report with some very good comments and proposals. All Cllrs to give
 the report full consideration and pass comments to the Chairman by 16 January.

182. **Potters Mede Grounds**

Noted that grass on the pitches is starting to grow well as there has been minimal use.

183. **Potters Mede Pavilion**

RESOLVED that the Groundsman will repair/replace failing autoflushes in all toilets as required.

185 **Financial Matters**

- (i) RESOLVED to ratify a donation of £250 to COGS for their Foodbank Scheme.
- (ii) RESOLVED to approve a donation of £50 to The Samaritans, Tunbridge Wells & District in the 2015/2016 financial year.
- (iii) RESOLVED to approve a donation of £50 to The Heart of Kent Hospice in the 2015/2016 financial year.
- (iv) RESOLVED to approve a donation of £25 to Kenward Trust in the 2015/2016 financial year.
- (v) In response to a request from the Chairman, Clerk had prepared and circulated 3 options for the 2015/2016 Precept. Chairman recommended that, in light of the recent Traffic Management Options Report, provision be made for £5,500 towards Traffic Initiatives in the 2015/2016 budget (Option 3) and £5,000p.a. thereafter to reach a total of £50,000 towards the proposals. There was considerable discussion about the resultant 1% increase in the 2015/2016 precept per Band D property.

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all

185 **Financial Matters** (Continued)

Chairman suspended Standing Orders to enable members of the public to speak: there was agreement that the increase is reasonable for the objectives.

Standing Orders were resumed.

Cllr Shaw proposed that the Option 3 budget proposal be approved with a Precept of £143,334 for the 2015/2016 F/Y and £5,000p.a. thereafter be included in future budgets for Traffic Initiatives to reach the £50,000 target. Seconded by Cllr Millener. RESOLVED.

Thanks were expressed to the Clerk for her financial work.

186. **Winter Plan**

There were no matters for attention

187. **Isles Quarry Redevelopment**

- (i) There were no matters report regarding the progress of the redevelopment
- (ii) A further reply is awaited to from T&MBC to the Formal Complaint lodged by BGPC. Chairman will draft a 'chase-up' letter to send later in the month if the reply is not forthcoming
- (iii) Potential land contamination matters: noted that the developer's plans for further test in Areas 3 & 4 have been submitted – results awaited.

MT

188. **Commons Act 2006 – Registration of Village Greens: appraisal of inclusions in 2014 Supplementary Parish Plan**

No report but after discussion AGREED that Chairman will continue to collect information and liaise with interested parties regarding possible registration of IQE as a village green and the future management of open space land at IQE and south and west areas of Isles Quarry West.

MT

189. **Community Right to Bid**

No further report but AGREED that Chairman will obtain information regarding possible renewal of any CRB granted

MT

190. **War Memorial**

It is hoped that the final design will be ready for consideration by the committee at a meeting on 16 January. It is understood that Planning permission will not be required for the site j/o Western Rd/A25 as BGPC holds a Cultivation Licence for the land

191. **Cheques for signature****BACS:**

£386.06	E-on – street lighting supply November 2014
£750.00	BGHVMC – Office rental July - Sept 2014
£3283.57	Staff salaries - December 2014
£1470.97	KCC - Superannuation December 2014
£1301.08	Commercial Services Trading Ltd – mowing (final), Potters Mede/Rec.Gd
£37.18	Kent Aluminium – Maintenance materials, P Mede/Rec Gd
£226.94	SE Contracting – Street lighting maintenance November 2014
£2570.23	Inland Revenue Oct - Dec 2014
£750.00	BGVH – Parish Office rental Jan – March 2015
£205.75	Staples – Office supplies
£226.94	SE Contracting – Street lighting maintenance December 2014
£643.06	Wrotham PC – skate park insurance contribution
£750.00	BGVH – Parish Office rental Jan – March 2015

3830	£250.00	Church of the Good Shepherd – Donation towards Foodbank scheme
3831	£129.76	Cash – Petty cash and tel/BBand reimbursement Oct - Dec 2014
3832	£80.04	BG Garden Machinery – mower service, Rec Gd
3833	£120.00	K Burrluck – clearance/maintenance of toilets, Potters Mede
3834	£93.33	B Glew – vehicle maintenance expenses and fuel (reimbursement)

Proposed by Cllr Perry seconded by Cllr Shaw that the above payments be authorised. RESOLVED

191. **Cheques for signature** (Continued)

<u>Bank reconciliation November 2014</u>	
B/F Nov 2014	97759.78
VAT Refund	5050.45
T&M Financial arrangements	3288.00
Other Receipts Nov 2014	<u>404.66</u>
	106502.89
Less Payments Nov 2014	<u>11953.49</u>
c/f 30/11/14	<u>94549.40</u>

192. **Written reports** None193. **Future dates**

- (i) Date of the next Meeting Monday **9 February 2015** in the Annexe to the Church of the Good Shepherd.
- (ii) The Parish Office, located within Borough Green Village Hall, will be open 10-12 noon Saturday 7 February 2015 with two councillors present.
- (iii) Date of April meeting: Monday 30 March 2015 7.30pm, Annexe to The Church of The Good Shepherd
- (iv) Date of May meeting Thursday 14 May
- (v) Date of Parish Meeting: Friday 27 April 2015 7.30pm Borough Green Village Hall. AGREED that format will be as last year, with local organisations invited to give reports.

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194. **Chairman RESOLVED to enter into committee to exclude the public and press from the meeting due to the confidential nature (financial and other sensitive information) of the discussions**

There was further discussion about right of access across the Recreation Ground car park to the 'Ingleside' site and the possible construction of 3no additional dwellings. Options regarding the right of Access were discussed including the possible requirement of the contractor to remove and fence/cut back the beech hedge or excavate and rebuild the retaining wall adj to the highway. The latter was agreed to be the most favourable as the hedge is considered to be of Heritage Value. Chairman will seek information and advice re TPOs bordering the Ingleside site and a possible Hedge Preservation Order.

MT

The meeting closed at 21.53 hrs