

Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 6 April 2009 in the Annexe to The Church of the Good Shepherd.

Present: Cllr C Willsher (Chairman), Cllrs J Bailey, S Cole, Mrs V McWilliam, Mrs S Murray, S Perry, T Shaw, M Taylor, Mrs B Woodhams.
Apologies: Cllr. Mrs J Lucas (personal), T&MBCllr D Evans.

There were no members of the public in attendance.

Declarations of interest: Item 156 Planning Matters – Cllr Mrs Murray declared an interest in all planning applications and said that any view expressed would be purely based on information received to date and could change as more information became available.
Item 169 Chqs. for signature – Cllr Taylor declared an interest in the Wrotham PC chq. for Skate Park maintenance.

154. **Minutes** of the meeting 2 March 2009 were signed as a true record.

155. **Matters Arising**

141 Skate Park Cttee: Noted that Wrotham PC will continue to handle the payments/invoicing as they are VAT registered.

Thanks were expressed to Cllr Bailey for Trodell's help with the construction of the access road to the Skate Park.

144 Chairman advised of his past discussion with BGJFC about the Parish Council crest and confirmed that he raised no objection to the club using it. Agreed.

147 A formal contract had been received from Southern Electric Contracting and passed to the Chairman who recommended that it be signed. Agreed.

A draft questionnaire for residents of Station Rd was read and amendments agreed + return date of 1 May 2009. Further agreed that Cllr Taylor will print and deliver.

151(iv) Cllr Taylor proposed that Cllr Perry should attend meetings of the J5 Slips Cttee as the official BGPC representative and submit reports back to the PC. Seconded by Cllr Shaw. Voting was 8 in favour, 1 abstention. The motion was carried.

MT
SP

156. **Planning Matters**

TM/09/0410 Roof revisions (further to TM/08/0920 approval) – 97 Crouch Lane. No observations

TM/09/0413 Replacement garage + amended application – 18 Lingfield Road. No observations.

TM/09/0427 First floor extension – 15 Lendon Road. Query adequacy of footings of existing single-storey extension.

TM/09/0487 Details of access road/A227 junction - development 20/22 Wrotham Road. Rely on expertise of T&MBC/KHU officers.

Decisions

TM/08/3715 Variation of condition to allow additional HGV movements – Borough Green Quarry, Wrotham Road. Permission granted.

TM/08/3728 LBA: Rear addition – Whiffins Farm, Maidstone Road. LBA granted.

TM/08/3736 Rear addition – Whiffins Farm, Maidstone Road. Permission granted.

TM/09/0128 Replacement chimney + extension roof alteration. Permission granted.

TM/09/0129 LBA: Rebuild store + roof/chimney alterations – 7 Quarry Hill Rd. LBA granted.

TM/09/0161 Long Pond Cottage, 67 Wrotham Road – Unauthorised 1st floor extension – Breach of planning control has been determined

141. **Correspondence**

Noted:

Highways Agency Planned roadworks SE England March – May 2009

Applause Rural Touring Programme of Events Feb – June 2009

T&MBC Refuse & recycling schedules (copies to all Cllrs)

KALC Draft noise action plans templates (copies to all Cllrs)

T&MBC Leisure & Arts Strategy 2008-2013 available at www.tmbc.gov.uk

Standards Board Newsletter February 2009

SE Water Water quality improvement scheme: Trosley Water Treatment Works, progress report

Correspondence Noted (Contd)

KCC	Free home energy reports : information available at climate.change@kent.gov.uk
Try Angle Awards	Invite for nominations 2009
KCC	Replacement Community Warden: Andrew Johnson
KALC	Newsletter no. 338
CPRE	Tour of Broadview Gdns, Hadlow College 04.04.09 + magazine Spring 2009 & newsletter March 2009. Change of name to 'CPRE Protect Kent' noted
KCC	Common land/village green seminar 14.05.09
T&MBC	PPP mtg 21.05.09 + minutes of mtg 26.02.09
KALC	Area cttee mtg. agenda 19.03.09 (copy with Cllr Willsher)
T&MBC	Joint Transportation Board Agenda 09.03.09
KCPFA	Agenda 21.04.09 + Spring newsletter
KCC	Clean Kent Campaign

BG Young Explorers A letter of request for a grant towards the Summer camp was read. Cllr Mrs Murray proposed that a £300 donation be made. Cllr Bailey proposed that this be increased to £500, seconded by Cllr Taylor. Agreed.

KHU Parish Report March 2009 (copies to all Cllrs). Agreed comments/new reports: vegetation still needs cutting back A25 Sevenoaks Rd west of houses to Dark Hill roundabout. Pedestrian safety bollards requiring attention – j/o Fairfield Rd/A227 and High Street. Damaged kerbstone, High Street.

KCC A request for consideration of including a Youth Section/Youth Wing at Potters Mede was received. After discussion agreed that Cllr Mrs McWilliam will meet with KCC to obtain additional information to enable further PC consideration.

VMcW

Further to last month's discussion (item 141) agreed that informal e-mails will not be listed each month. Cllrs should request Clerk to include any items as official correspondence or agenda item if required.

All

158. **Vacancy BGPC**

A letter of resignation from Cllr Mrs Cook was read. Chairman read his reply: particular thanks were expressed for her work with the PACT Panel. Cllr Cole advised that he had also submitted a letter of resignation. It was with regret and thanks that this was accepted by the PC. Chairman will reply. The ERO will be advised of the vacancies and notices displayed.

CW

159. **Standing Orders**

No Model version yet available.

160. **Clerk's Salary**

Further to the interim 2008/09 award made earlier in the year, the final national pay award has been agreed w.e.f 1.4.08. Chairman proposed that the 0.30% increase (5p/hr) be approved, seconded by Cllr Perry. Voting was 7 in favour, 1 against, 1 abstention. The motion was carried.

161. **CCTV**

Chairman is continuing to liaise with the Police.

CW

162. **Parish Plan and 'Managing Development & the Environment' Develop. Plan Document**

The documents had been received from T&MBC and are also available at www.tmbc.gov.uk Representations must be made to T&MBC by 8 May 2009. A BGPC Working Group was agreed: Cllrs Willsher, Perry, Shaw and Taylor. Cllr Perry will liaise to arrange a meeting.

CW/SP/TS/MT
SP163. **Borough Green Village Hall Management Cttee – request for Grant**

A request for a financial contribution towards the replacement boiler and associated heating system was read. After discussion Cllr Mrs Murray proposed that a £5,000 grant be made subject to BGVHMC's consideration of (1) replacing the whole heating system and (2) the possibility of installing solar panels (3) waiving of the PC office rent for one year which would attract an additional grant. Seconded by Cllr Mrs McWilliam. Agreed. Cllr Mrs McWilliam will pass information on grant aid for village halls to BGVHMC. BGVHMC representatives will be invited to attend any information meetings the PC may have with grant aid organisations.

VMcW

164. **Astroturf Steering Group**

Further to discussion last month (item 141) Chairman proposed that a £5,000 financial contribution be budgeted for in the 2010/2011 financial year, to be released during that year if and when the project is underway. Voting was 8 in favour, 1 abstention. The motion was carried.

165. **Recreation Ground Memorial Pavilion**

Noted that T&MBC has agreed slippage of the 2008/09 grant to the current financial year. Chairman reported on his meeting with the surveyor when alterations to the specification were discussed. The revised document is awaited and will be circulated to all members for a 1 week consultation period following which tenders will be invited. There was discussion about opening the pavilion toilet facility to the public during the summer months. Agreed to consult with the surveyor re the possibility of installing a 'hand-wash station' as soon as possible which could then be re-used in the final scheme. After discussion it was confirmed that the PC stands by its decision and commitment to refurbish the existing Memorial Pavilion and it was agreed that there will be no further discussion about demolishing and replacing it.

166. **Potters Mede Sports Hall**

Cllr Mrs McWilliam gave a progress report and gave details of Football Foundation criteria that have to be met to attract a maximum grant (50%). Noted that the funding process is extremely complex and guidance will be required. Funding options were discussed and, in particular, the Cemex Community Fund: details passed to Cllr Willsher who will liaise with Cllrs Bailey and Mrs Woodhams to meet the 30/04/09 deadline for applications. Agreed that Cllr Mrs McWilliam will ask the Kent Rural Towns Co-ordinator to meet with the Steering Group to discuss grants. Using the Football Foundation's agreed template it is likely that 6no changing rooms, a reasonable size kitchen and a meeting room could be achieved. Agreed that Cllr Mrs McWilliam will continue to progress along these lines taking into account need, affordability and Football Foundation criteria. Thurston Building Systems have also been consulted and would be willing to prepare drawings once the initial draft design has been agreed by the PC. Agreed that two other companies would also be contacted in due course in this connection. There was again discussion about providing a dry sports area and attention was drawn to BGPC minutes 2/3/09 item 149(3). Agreed that the current project will now be known as 'Potters Mede Pavilion'.

CW
JB/BW
VMcW

VMcW

167. **Recreation Grounds**

Maintenance of pitches: A quotation for vertidrainage all BGPC pitches was received from Landscape Services with a recommendation that this be undertaken. After discussion agreed that competitive quotations will be sought. Cllr Shaw will provide Clerk with details of one suitable contractor.

TS

168. **Oral reports from Members, Borough & County Cllrs and Clerk**

- (i) The faulty light FP Rock Rd/Staleys Rd will be reported again.
- (ii) Cllr Taylor reported on his discussions with KHS about possible gritting/salting policies + 30mph speed limits. He awaits further reports.
- (iii) All Cllrs had received information about Climate Change: Cllr Perry gave further information.
- (iv) Cllr Perry reported on a recent meeting of the J5 Slips Cttee and advised that nearly all PCs along the affected stretch of the A25 are participating in some form or other. Further information is available at www.J5slips.org
- (v) Cllr Shaw reported on a recent BG-TAG meeting including continued pressure for BG Bypass; concern about speed of traffic, lack of traffic calming and lack of appropriate signage approaching pedestrian crossings in the village. Agreed that the PC will write a letter endorsing concern about the latter.
- (vi) Cllr Shaw reported on the recent Planning Information Day: further information can be seen at www.planningportal.gov.uk
- (vii) The Environment Agency is investigating the flooding of the field A227 opposite the Cemex Site.
- (viii) Noted that Cemex is installing a 2nd tank for water recycling and an extra kerb and sheeting will hopefully prevent overflow of water from the wheel-washing facility.
- (ix) Agreed that a request will be made for a weight restriction through the village unless for access only.
- (x) Cllrs Shaw and Taylor will be in attendance in the Parish Office 10am – 12noon Saturday 2 May 2009.

TS/MT

168. **Oral reports from Members, Borough & County Cllrs and Clerk (Continued)**

- (xi) Work required to Rec.Gd.fence/gate and litter bin: Cllr Taylor will inspect and report to Chairman
- (xii) Chairman advised that, following a site meeting, KHS has agreed to maintain the Maidstone Rd/BGVH car park FP but this will not include work to the hedges on either side, other than cutting back if causing obstruction.
- (xiii) Chairman reported on his recent meeting with Celcon when (1) stockpiling of bricks was discussed: noted no action planned (2) protection of Great Crested Newts: noted that the company has no knowledge and has had no liaison with KCC in this connection. Chairman will refer them to an identification map contained in a 2007 Planning document.

MT

CW

169. **Cheques for signature****2008/09****Auto-Pay**

£713.43	R Springett - Asst. Groundsman 1/3 - 31/3/09
£1281.97	H Damiral - Clerk March 2009
£487.35	W Austin - Caretaker/Groundsman 1/3 – 31/3/09
£529.56	KCC – Superannuation March 2009
£60.00	J Stephens – Websites maintenance March 2009
£228.62	EDF – Street lighting maintenance March 2009
£371.03	Wrotham PC – Skate Park maintenance February 2009
£12.08	Kent Aluminium – Grounds maintenance supplies

£2328.80	Inland Revenue – PAYE/NI Jan – March 2009
£246.81	Cash – Petty Cash, tel rental + b.band reimbursement Jan – March 2009
£78.14	EJP Fire Protection Ltd – Annual service visit, Memorial Pavilion
£13.20	C Willsher – Chairman's expenses reimbursement
£345.00	Ctraidene Ltd – Playground Inspection exams

2009/2010**Auto-Pay**

£106.92	BGVHMC – Hire of hall, Foot Clinic April – Dec. 2009
£54.20	T&MBC – Rates, Memorial Pavilion
£1019.33	KALC – Subs. 2009/2010
£35.00	Action with Communities in Rural Kent – Subs. 2009/1020

Proposed by Cllr Perry, seconded by Cllr Mrs Woodhams that the above cheques be paid. Agreed.

Cllrs Bailey and Cole left the meeting.

170. **Resolved to enter into committee**

Concern was raised about (1) the content of a councillor's own community website and (2) possible non-adherence to adopted PC procedures in dealing with a recent complaint which was subsequently withdrawn. Cllr Mrs McWilliam will report on any amendments necessary to clarify the current Complaint Procedure document.

VMcW