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Established 1934

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DRAFT Minutes of the **BOROUGH GREEN PARISH COUNCIL MEETING** held at **Borough Green Bowls Club** on **Monday 7th October 2024** starting at **1933**. The meeting was not recorded. Members are reminded of the importance of Section 10 of Standing Orders regarding confidentiality of Part 2 discussions and documents. Please refer to our Data Privacy, Use and Retention Policy, which is published on our website.

Present: Cllrs Taylor (Chair), Cllrs, Ramsden (Vice Chair), Reid, Butterfill, Heselden, Shaw, Millener, Thrush, Cllr Rayner (KCC) & the Clerk. There was one member of the public.

109. Apologies for Absence Cllr Reading, TMBC Cllr Palmer

110. Declarations of Interest - Cllr Ramsden noted he was related to a contractor.

111. Minutes of the meeting 9th Sept 2024, inc Part 2, and Part 2 August 2024 - AGREED

112. Submissions by County and Borough Members and Members of the Public

KCC Cllr Rayner updated Members on KCC's ongoing financial difficulties, and savings that would have to be made. Better news on School Buses which had performed better in the past year than the previous seven. A parents WhatsApp group was helping. Cllr Rayner had raised the issue of Road Closure chaos at Wrotham Heath at the appropriate KCC Committee in the strongest possible terms, but unfortunately since the inception of the road permit scheme, Utility companies used "Emergency Powers" for even routine repairs, and these closures were happening without any oversight of their impact on the Road Network in general. Cllr Rayner also reported on the latest JTB meeting, which had reintroduced the concept of relevant KCC Officers being present and reporting, and attracting Parishes and Borough Members to what is an important cross-authority liaison group.

113 Matters Arising -

Approval to co-opt two new Councillors - Noted

114 Planning Matters

- (i) To note Planning Notices as circulated
- (ii) Current applications as circulated,

Applications to follow

To note multiple complaints about noise at Opus Quarry Hill passed to Planning Enforcement

24/01047/PA LDC 12 Abbott Rd, Dropped Kerb extension

24/01389/PA 87 Fairfield Proposed 2 storey rear extension

24/01365/PA 1 The Close Tollgate - dropped kerb and new access/hardstanding

24/01547/TPO TPO Consent Medical Centre Drive/roadway off Harrison Road to the east of Borough Green Medical Practice, 9 x Lime (applicants ref. 1 to 9) - Remove deadwood only; 1 x Lime (applicants ref. 10) - Remove fallen limb and Group of Pine trees (c11) – Sever/Remove Ivy and inspect base. All standing in Area A3 of TPO
All Noted - no comments

115 Potters Mede

- (i) Update -Fibre installation our 13th Rebooking for the installation due 10 Oct
- (ii) Update power supplier- awaiting fibre installation to allow real time power transfer monitoring
- (iii) Update - Sheep incursions - stock fencing installed to Woodland Walk £2604.39+vat. Contribution from sheep owner awaited, because we have to ensure we do not become liable for straying sheep.
- (iv) Pond works and fencing - Contribution of £4k +vat in a full invoice to pay our share of the new fencing, and noting agreement to share maintenance costs 50/50, and maintenance access for both parties. (part 2)

- (v) Projector & Screen, purchased for use at meetings
- (vi) Office move - complete
- (vii) CCTV upgrade installed so system complies with current rules - £192 inc vat - AGREED
- (viii) BGJFC - 3G parking blocked - temporary permission to use PM carpark - AGREED

116 Recreation Ground

- (i) Black Horse Mews - bank reinforcement & planting ongoing
- (ii) Pavilion Refurbishment - Working Group- met 25 Sept . Cllr Thrush reported he was seeking several roofing quotes, and that he had engaged Gullivers to carry out a damp survey. Asbestos survey done - building clear. 1955 build pictures had given us valuable evidence about the initial construction.
- (iii) Excessive noise of musical hammers- Groundsman seeking new solution guided by Play Inspector

117 Community Issues

- (i) COGS January Community event table - Chairman to liaise
- (ii) COGS Foodbank - shortage of funds - reaffirmation of previous vote of financial support when needed.
- (iii) Note Western Rd Carpark ANPR trial will not now go ahead.
- (vi) Minor injury tennis court wire - repaired
- (v) Bus Costs - held for next year, Parishes notified of their 2025 contributions, but Clerk will continue to seek support grants

118 Village Enhancements & Green Spaces

- (i) Public Toilets - Noticeboard installed - Note how good they look now, Honeycombe and our staff have done a terrific job. New cleaning contractor appointed - AGREED. CCTV advice being sought.
- (ii) Still waiting Planners re surgery carpark lighting note KMOTT report Limes were planted 1910-1920
- (iii) Emergency tree work - Treeability quote £896 +vat- further branch fall. To ratify Chairman's emergency decision to go ahead- Tree Officer go-ahead received. Dead branches & ivy cleared from urgent trees - completed, and surgery notified. - Noted and AGREED
- (vi) Harrison Rd Flail mowing - LS started today - mower failed - completed 8 Oct - good job..

119 Financial Matters

- (i) Responsible Financial Officer's report. Clerk apologised for delay to reports - Windows update caused serious IT problems, resolved by Wrotham Computer Care.
- (ii) Bank Reconciliations & Balance 30 September 2024 Total Bank Balance £278,459.31
- (iii) To Note - early TMBC precept payment raised account levels above the £86k FSCS safety margin, so several payments made early to get balances down
To approve Payment List (apx1) as circulated, and ratify pre-payments. Prop Chair, 2nd Cllr Reid - AGREED
Invoices checked : Cllrs Taylor & Thrush
- (iv) BG Primary School - Urgent toilet repairs - to ratify £5000 emergency grant - AGREED
- (v) Kent Men of Trees annual subscription £40 - AGREED
- (vi) Finance Committee meeting Wed 13th November - AGREED
- (vii) Further discussion about the importance of the Christmas Lights - monitor situation.

120 Website & Social Media

- (i) Website upgrade suggestions. Minute archive checked, and re-opened to public view
- (ii) New Domain Name Registrar - Somerset Solutions
- (iii) Note hit rate steady at about 500 per month.

121 Neighbourhood & Local Plans

- (i) TMBC Local Plan still on hold awaiting updated Government rules HPSSC 3rd December

122 Highways & Streetlighting

- (i) KCC Offer dumpy bags salt - declined (mostly sand). Current stock one dumpy, 2 pallets bags pure salt
- (ii) Commence further investigation into Speed Indicator Devices

123 Quarries & Landfills

- (i) Darkhill Parking -report to JTB - KCC & TMBC joint project
- (ii) Platt PC have lodged another BGSP complaint - mud on road
- (iii) Commission report from Les Henry on A25 Sevenoaks Rd north side pavement. - AGREED
Cllr Millener reported very poor resurfacing, but local hedges now cut back.
- (iv) Chairman to circulate current Highway Improvement Plan.
- (v) Further investigation into SIDS

124 Councillors Reports from outside Bodies (max 3 min)

- (i) Cllr Reid - report - Making Space for Nature Mapping - Cllr Ramsden to investigate mapping.
- (ii) KCC LTP5 response . Cllr Shaw had liaised with Wrotham PC, and the WPC draft had been modified for BGPC use and submitted
- (iii) Cllr Butterfill reported that SE4x4 would again be inviting the 4x4 Santa to visit Borough Green on 13th December. Donation of £300 for sweets, balance going to Church & Foodbank - AGREED
- (iv) There was some discussion about recent vandalism using a high powered catapult. Police aware and investigating.
- (v) Cllr Thrush noted that publicity for the D-Day 80 events on Social Media / Web / Voice posts did not reach everyone and more prominent signs should be used for future events.
- (vi) Cllr Heselden reported siding adjacent to Tollgate green was encroaching on the pavement. Hedge outside Tolsey Mead was encroaching pavement - Chairman to report to KCC.
- (vii) Clerk reported that a new Community Police Officer had been appointed, PC Dylan McElligot

125 Future Dates

- (i) **Date of next meeting 4th November 2024 1930 BOWLS CLUB**

At all other times contact the Clerk using the details above

Chairman moved to Part 2, and the MOP left the room 2103.

Chairman returned to public session at 2108, no further business meeting closed at 2108

126 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.

Appendix 1 below

APPENDIX 1**BGPC Payments List October 2024**

	£
Staff Costs	
Staff Salaries	6,280.32
HMRC	2,101.79
KCC Pensions	2,576.00
BACS Payments	
Borough Green Primary School	5,000.00
EJP Fire Protection, inv 47559	143.40
EJP Fire Protection, inv 47560	114.00
Wrotham Computer Care, inv 222417	42.00
Kent County Playing Fields Association	20.00
SHS Hygiene Services, inv 46898	694.32
SV Electrical, inv 5204	122.40
Somerset Web Services Ltd, SWS115432	120.00
Mazars, inv 1008.00, inv 2408361	1,008.00
Nu Venture, inv 3074	833.00
Perimeter Solutions, inv PSL5503-01	4,572.62
Tree Ability, inv 5959	1,315.20
JS Security, inv 001493	192.00
BG1	420.00
BG1	106.08
RS	135.65
BG2	326.66
BG2	385.43
BG2	369.49
DD Payments	
Zen Internet (monthly charge)	13.79
National Domestic Rates RG	57.20
COGS - The Voice Magazine	300.00
Bank Charges *	18.00
Npower* - streetlighting	234.30
Npower* - public convenience	222.99
EDF (PM)*	443.00
EDF (RG)*	40.00
Castle Water*	349.61
Castle Water*	18.70
Stellantis (formerly Vauxhall Finance)	544.80
* DD amounts may vary on a monthly basis	
Total	29,120.75
NB: Receipts during Aug 24 (exc bank transfers)	128,911.72
TOTAL BANK BALANCES	278,459.31
Signatures Cllrs Taylor & Thrush 7 Oct 2024	