

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30p.m. on Monday 5 March 2007 at Potters Mede

Present: Cllr B Hughes (Chairman), Cllrs. S Cole, S Perry, Miss L Robinson, Mrs F Wakefield, C Willsher, Mrs B Woodhams. T&M B Cllr Mrs S Murray
PC D Allen, Police Community Support Officer A Swanson
Apologies: Cllr Mrs J Lucas, T&MB Cllrs D Evans & Mrs J Harrison KC Cllr Mrs V Dagger

There were 13 members of the public in attendance

The meeting observed a moment of silence in memory of Mrs Freda Clayton, a past-serving member of Borough Green Parish Council.

Action

There were no declarations of interest.

124. **Minutes** of the meeting 5 February 2007 were signed as a true record.

125. **Matters Arising**

117. It is understood that the T&MBC car parking survey will be undertaken during the next few months. There is ongoing concern about insufficient parking provision in the centre of the village and the increased instances of motorists parking on the footways.

118. T&MBC is endeavouring to negotiate with landowners to acquire land for a full-width footpath Fairfield Road/Station Approach.

119. Clerk advised of forthcoming election procedures and timetable. In view of counting arrangements and statutory requirement for giving notice of a parish council meeting, it was agreed to change the date of the Annual Parish Council Meeting to Thursday 10 May 2007 at 7.30pm.

All

126. **Planning Matters**

TM/07/0577 Extension – 23 McDermott Road. Observations: Incomplete site plan; Windows should not overlook properties in Harrison Rd and McDermott Rd.

TM/07/TEMP/0005 Northern extension of sand quarry + restoration to agriculture, amenity & woodland using imported inert waste materials – Borough Green Sandpit. All members had received copies of written comments from Cllr Willsher: after discussion, agreed that there are no objections in principle but questions will be raised in line with these comments including issues of noise, dust, traffic and possible archaeological artefacts. Further agreed that Chairman, Cllr Willsher and Cllr Perry will liaise with the Clerk to prepare the council's response.

BH/CW/SP

TM/07/TEMP/0006 Proposed extension of time to complete backfilling & restoration to woodland & nature conservation for 12 months expiring 13/02/08 – Ightham Sandpit. No observations.

TM/03/2563 Letter from Borough Green & Platt Bypass Group re. Planning Inquiry – H+H Celcon Ltd, Ightham Sandpit: noted. Agreed that Cllr Willsher will represent the parish council at the Public Inquiry which will commence on 15 May 2007 at Ightham Village Hall.

CW

Decisions

TM/06/3636 Outline application, detached dwelling – 65 Annetts Hall. Permission refused

TM/06/4039 Side dormer window – 13 Annetts Hall. Permission granted.

TM/06/0922 Dwelling – r/o 1&2 Crow Hill. Appeal allowed, permission granted.

TM/06/1269 3no houses – 7 Quarry Hill Road. Appeal dismissed.

TM/06/0859 Conversion of toilet block to dwelling – Henry Simmonds PH. Application withdrawn.

TM/06/3828 Extension to doctors' surgery – Quarry Hill Road: for T&MBC Area 2 Planning Cttee 14 March 2007.

127. **Oral reports from Members and Clerk**

Agreed that as part of the Crime & Prevention Reduction Partnership, Potters Mede be made available to T&MBC in association with Charlton Football Club, for football coaching on Monday evenings.

Tonbridge & Malling Borough Council has received £250,000 lottery funding to improve leisure facilities for young people throughout the borough. A 'Play Strategy' is currently being produced.

Cllrs Willsher and Cole will be in attendance at the Parish Office 10am – 12 noon Saturday 31 March 2007.

CW/SC

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Action

128. **Correspondence**

Noted:

- KCC Members & Local Boards grants 07/08 (copy to Cllr Willsher)
- KCC External funding newsletter (copy to Cllr Willsher)
- T&MBC Heritage Open Days 2007
- KCC Local Govt. pension scheme regulations - amendments
- Action with Communities
- In Rural Kent Invitation to join
- Enjoy England Guide to celebrating St George's Day
- KAPC Agenda 22 March 2007
- KCC 'Explore Kent' magazine & 'Kidstrails'
- NALC Review of Quality Town & PC Scheme – update incl interim arrangement for 80% electoral mandate for Quality status
- CPRE Spring meeting 19/5/07 Crockham Hill
- T&MBC Street naming/numbering – The Lawns 153 Maidstone Rd & The Laurels 153A Maidstone Rd.
- Craigdene Ltd Children's playgrounds: administrative training day
- SLCC Conference April 2007
- Mrs Webb Copy letter to Plaxtol PC – road layout Basted Mill
- T&MBC Sponsored Cycle Ride Tonbridge – Penshurst 15 April 2007 + Transport for London's Tour de France Roadshow visit to Tonbridge
- T&MBC PPP agenda 8/3/07 (copies to Cllrs Hughes & Willsher)
- T&MBC Standards Cttee agenda 7/3/07
- DEFRA Clean Neighbourhoods & Environment Act '05– Parish Council Guide
- D Evans/T&MBC Copy corres. A25 Traffic notice – road closure (Copies to all Cllrs)
- Local Works Sustainable Communities Bill
- SE England Regional Hsg Board Regional Housing Strategy Review 2007
www.southeast-ra.gov.uk/rhb
- T&MBC LDF Position Statement CS04 – Isles Quarry West (passed to Chairman)
- S Murray Copy letter to T&MBC: Isles Quarry West (Copies to all Cllrs)

- SE Rural Towns Newsletter: Barker Review of Land Use Planning (Copies to all Cllrs)
Written comments from Cllr Willsher agreed: he will submit response. CW
- Kent Men of The Trees Trees in the Village competition 2007: agreed to enter.
- Mrs M Smith/Cllr Willsher History of the village/Frank Bangay (copies to all Cllrs). Cllr Perry will arrange for an entry on the parish council's website. SP
- Action with Communities
- In Rural Kent Rural Community Opinion Survey 2007: Chairman and Clerk will complete. BH
- Kent Highways Parish spreadsheet February 2007 (copies to all Cllrs). Agreed comments/reports: highway maintenance Fairfield Rd and High St; parking on footways Rock Rd and High St.
- EDF Energy Additional street lighting column, Fairfield Rd: Cllrs Mrs Woodhams will liaise with Clerk re suggested location. BW
- EDF Energy Replacement street light, Normanhurst Rd: service connection charge agreed.

There then followed the period for public consultation
PC Allen reported that crime figures have again remained fairly static.
There was further discussion about car parking problems and variance in parking costs. It is hoped that the proposed T&MBC car parking strategy will address these issues and that permit holders, Western Rd car park, will be consulted.
Police Community Support Officer Andy Swanson asked for consideration of a 'Youth Shelter' adjacent to the Ball Park. It was agreed that this, along with other options, will be considered but, initially, a bench seat will be installed on the verandah outside the pavilion.

129 **Vacancy BGPC**

All members had received copies of the letter of resignation from Mr Jonathan Broad. T&MBC will be advised and Chairman will reply. BH

130 **Revised Model Code of Conduct for Local Authority Members**

All members had received information. Agreed that response is best left to T&MBC.

- 131 **Appointment of Auditors** Action
 Appointment of Audit Commission officer as external auditor for local councils in Kent 2006/07, plus fee scales, noted.
 Cllr Mrs Woodhams proposed that Wealden Consultancy be appointed as internal auditors 2007/2008. Seconded by Cllr Willsher. Agreed.
- 132 **Recreation Grounds** All
Recreation Ground: drainage - Cllr Willsher reported. All members will visit the site: for further consideration at the next meeting.
use of ground - A request to hold open-air services May – July 2007 was received from the Baptist Chapel as last year but with flexibility for revised location within the ground, time and use of electricity supply. Agreed in principle but the applicants will be asked to check and certify that electrics are fit for purpose.
pavilion refurbishment – Chairman proposed that Richard Tucker Surveyors be instructed to report on the structural condition of the verandah and prepare a detailed specification for proposed works based on outline scheme agreed November 2006. Subsequently tenders will be invited.
Grounds Maintenance: Chairman proposed that a quotation from KCC in the total sum of £986.00 for harrowing and spiking both grounds plus fertilising and re-seeding/topping-up goal mouths at the end of the season be accepted. Agreed. Further information will be requested re hollow-tining.
Potters Mede: hire charges - All members had received copies of suggested revised charges. Chairman proposed that these be approved and implemented w.e.f 1 April 2007 and reviewed annually. Agreed.
pavilion refurbishment – Cllr Willsher proposed that Simmonds of Wrotham be instructed to proceed with replacement internal doors and remedial work to bar area. Seconded by Cllr Mrs Woodhams. Agreed.
 Cllr Perry will liaise with a specialist contractor re. replacement windows. SP
- 133 **Cheques for Signature**
Auto-Pay
- | | |
|----------|--|
| £612.78 | R Springett - Asst. Groundsman 1/02 - 28/02/07 |
| £1213.37 | H Damiral - Clerk February 2007 |
| £300.68 | W Austin - Caretaker/Groundsman 1/02 - 28/02/07 |
| £312.98 | M Taylor – Groundsman 1/02 –28/02/07 + 15hrs new door construction |
| £429.15 | KCC – Superannuation February 2007 |
| £60.00 | J Stephens – Websites maintenance February 2007 |
| £80.32 | Kent Aluminium – Maintenance materials Rec. Gd & P Mede |
| £216.31 | EDF Energy – Street lighting maintenance March 2007 |
| £43.19 | MKWCo – Supply, Potters Mede |
| £148.61 | Wrotham Parish Council – Skate Pk maintenance contribution |
| £173.81 | EJP Fire Protection Ltd – Annual service of appliances + maintenance, Potters Mede & Recreation Ground |
| £312.43 | Peter Wellard (Electrical Services) – Supply of o/s lights, Potters Mede |
| £134.33 | Kidmans – Mower/strimmer maintenance |
| £66.45 | M Taylor – Reimbursement of ‘Multi-court’ signs |
- Proposed by Cllr Perry, seconded by Cllr Willsher that the above cheques be paid. Agreed.
- 134 **Resolved to enter into committee**
 A letter from Cripps Harries Hall re. planning decision ‘Ingleside’ development was noted. All members had received copies of a quotation from Cast Trading for drainage works at the Recreation Ground: noted.