

#### **BOROUGH GREEN PARISH COUNCIL**



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Established 1934

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Minutes of the meeting of **Borough Green Parish Council** held **in** Borough Green Village Hall on **Monday 6th February 2023** starting at 1930. The meeting was recorded to ensure the accuracy of the minutes **Present**: Cllrs Taylor (Chairman), Shaw, Millener, Butterfill, Wray, Ramsden, Rawsthorne, Rothwell, Ms Bartlett & the Clerk

Cllr Rayner (KCC) was present, and two conservative candidates

Chairman announced the sad news that Tim Rothwell had passed away. Tim was a long time local decorator who worked at Potters Mede and the Village Hall, and his last job was the Memorial Bench at the Village Hall. We also heard that Ray Chopping had also passed away. Ray was our stalwart British Legion Poppy seller, and was the tireless campaigner behind our War Memorial.

**189.** Apologies for Absence Cllrs Palmer, Rothwell & Reading.

190. Declarations of Interest - Chair to abstain on Cheques - Reimbursement of expenses

# 191. Minutes of the meeting 9th January 2023 - Agreed

## 192. Matters Arising - None

## 193 Submissions by County and Borough Members and Members of the Public

**Clir Rayner KCC** spoke about the KCC Budget, lack of lorry parks, further reductions in school bus provision. It would appear BG Library should escape current cuts.

**TMBC Cllr Taylor** reported changes to the waste contract that should see dedicated food waste collections. The old Gibson building is to be sold, and proceeds used to update and refurbish the newer building to the east, consolidating the Council Offices. Climate Change mitigation has triggered installation of Solar PV and LED lighting on

some TMBC properties. TMBC Clir Shaw reported on progress with A25 Drainage and resurfacing works, and spoke about the importance of

**TMBC Cllr Shaw** reported on progress with A25 Drainage and resurfacing works, and spoke about the importance of publicising Photo ID that will be required in the upcoming elections.

**MOPs** - The Conservative candidates were offered the opportunity to speak, but declined.

**194.** Bus Subsidy Cuts - Chair reported on multiple meetings with 14 PCs, KCC and the bus operator with a view to setting up a once weekly trip to Maidstone on two routes, the 70 & 58. A grant has been applied for. There is an agreed will to take this forward, but any expenditure will come back to the PC for decsion.

# 195 Planning Matters to hand

- (i) To note Planning Notices as circulated
- (ii) Current applications and responses circulated **TM/23/00018/FL 12 Abbott Road** Conversion of garage to room, front porch and single storey side extensions No Observations

#### 196 Potters Mede

(i) Container - awaiting quotes. It was decided that a single multi occupant container was preferable to multiple individual storage sheds.

(ii) Pitch Maintenance- Clerk is continuing discussions with the JFC , and that they are applying for grants. Girls football is slowly growing.

# 197 Recreation Ground

(i) Proposed CCTV enhancement, awaiting visit by CCTV company to provide quotes for extra cameras.

(ii) Update on climbing frame repair. The part that failed was faulty, the new one Eibe sent was the wrong size.



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The warranty and insurance liability prevents the PC from fitting a locally sourced and stronger replacement - discussions are ongoing, and the PC apologises to children and parents for the delays

## **198 Village Enhancements**

(i) Green Space Review - Cllr Bartlett -Ecology Survey - to approve cost £700 +vat - Agreed, and she will also be taking over the Green Spaces review from Cllr Simpson

(ii) Salt Bins - replenishment 4+1 tonnes. Chair & Mr Glew have filled all 20 PC bins. To note KCC have installed a new bin at the Fire Station after PC request last month, thanks to KCC's Highway Engineer Jez Massey
(iii) Cllr Bartlett - Gateway planting of perennials - Clerk checking with Landowner

(iv) War Memorial - Family request Ray Chopping's ashes to be scattered at the Memorial. If KCC allow it and the family agree, members supported the idea of an interment f the ashes and a plaque at the War Memorial Chair proposed a memorial plaque to Tim Rothwell be installed at the Village Hall bench that Tim refurbished, if the family agree - Agreed.

## **199 Financial Matters**

(i) Responsible Financial Officer's report - ICO complaint has been withdrawn, Clerk is starting a claim about misrepresentation when we bought the Diesel Transit van. Now that the Clerk is comfortable with his management of the PC finances, he proposed quarterly budget outturns in the new financial year. Our Internal Auditor David Buckett has retired, and with help from KCC and KALC Clerk recommends Martin Fielder-White be appointed - AGREED

Chairman thanked David Buckett for his years of service to BGPC

- (ii) Bank Reconciliations 31 January Noted (CCLA awaited)
- (iii) To approve Payment List as circulated. Prop Cllr Butterfill, 2nd Cllr Rawsthorne, AGREED Chair abstained Invoices checked : Cllrs Shaw and Bartlett

(iv) Legal Cost Recovery- Zurich being obstructive - Clerk contacting Insurance Ombudsman.

(v) Grant Request COGS- Parish Church Hall rewiring and roof upgrade - proposed matched funding with Diocese (The Owner). Chair noted that this is a valuable community asset and a grant would be appropriate, but should be deferred into the next financial year. The PC will require sight of a sustainable plan for the future including costs.

#### 200 Website & Social Media

(i) Cllr Ramsden was thanked for his ongoing work keeping the Council page updated

#### 201 TMBC Local Plan & Policies

#### (i) No report

(ii) Cllr Bartlett had spoken earlier to the Chair about the benefits of a formal Neighbourhood Plan. who felt that whilst a Neighbourhood Plan could be a useful tool, it was not allowed to contradict the Borough Local Plan. He outlined the 2005 Parish Plan drawn up by consultants, and updated in 2009 & 2014, and suggested it was a solid evidenced document, and that he and Cllr Bartlett work to update it again, with Cllr Bartlett concentrating on environmental issues, and with a Climate Change chapter included rather than a separate CC Plan. Report to the next meeting - Agreed

#### 202 Highways & Streetlighting

(i) Cllr Shaw Update on A25 road and pavement resurfacing , Drainage Works . It seems very likely that our annually promised "next spring" resurfacing will now take place - this spring!

(ii) KCC Baskets & Lighting - no update

(iii) PROW 434 Nisa Alley litter and fouling complaints- referred to TMBC waste & KCC Highways (PROW) (iv) Western Rd hedges - Cllr Millener to meet residents and assist.

# 203 Quarries & Landfills

(i) No report

# 202 Councillors Reports from outside Bodies (max 3 min)

(i) Skatepark Meeting- access road delayed by bad weather, Cllr Simpson reports underway again, container supply imminent. (Update- concrete base now installed)

(ii) Civility & Respect - Clerk has signed up the Parish Council to this initiative.

(iii) Cllr Ramsden reported on the recent Village Hall meeting, Clerk offered to assist finding Charity homes for redundant tables when the new tables arrived. VH had discussed a website for the Hall. PC members supported the idea of an online diary, but felt strongly that an online booking system would lose control of who was booking parties etc.

**203 Coronation Advance Planning.** Cllr Butterfill updated Members on progress with Children's Party and Senior's Tea, tabled copies of posters, and advised that a small charge would be made to ensure places booked were taken up. Nisa have again pledged £300 financial support, and will be our "ticket office". Lesley Hill has offered to help organise.

#### 204 Future Dates

# (i) Date of next meeting 1930 Monday 13th March 2023 (note second Monday) Joint Annual Parish (7pm) & Parish Council Annual (730) meeting will be 1900 Monday 15th May 2023 There being no other business, and no Part 2 matters, Chairman closed the meeting at 2140

**205 Exclusion of Public and Press:** Members are reminded that any release of information from a Part 2 discussion is contrary to the Standards Code and an offence under the Public Bodies Act 1960.



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**Appendix 1 Payments List** 

Appendix 1 Payments List	
Borough Green Parish Council February 2023	£
Staff Costs	
Staff Salaries	4,631.25
HMRC	2,173.08
KCC Pensions	1,084.82
BACS Payments	
Santander Salt, inv 9631	713.40
Santander Salt, inv 9685	178.36
Commercial Services, inv LS205693	556.99
Street Lights, inv 13428	534.00
Eibe, inv 90123679 (potential refund pending)	108.22
SHS, inv 44061	631.20
Karl Burlock, inv 170123	230.00
Karl Burlock, inv 110123	205.00
Expenses - Mike Taylor	120.96
Expenses- Rob Springett	89.96
Expenses - Barry Glew	70.23
Expenses - Barry Glew	34.98
Expenses - Barry Glew	62.99
DD Payments	
Zen Internet	13.79
Bank Charges *	20
Npower* - streetlighting	1,441.76
EDF (PM)*	1,126.00
EDF (RG)*	28
Castle Water*	51.06
Castle Water*	17.6
Vauxhall Finance	544.8
Total Payments	14,668.45
NB: Receipts for the period 01/01/23 to 31/01/23	1,602.96
Total Balances at 31/01/23	£131902.00
Signatures Cllrs Shaw & Bartlett	of Jourger