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Established 1934

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DRAFT Minutes of the **BOROUGH GREEN PARISH COUNCIL MEETING** held at **Potters Mede** on **Monday 9th September 2024** starting at **1930**. 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), Heselden, Shaw, Millener, Thrush, Cllr Rayner (KCC) Cllr Palmer (TMBC), & the Clerk. There was one member of the public.

091. Apologies for Absence Cllrs Reading, Reid & Butterfill
To note Resignation of Cllr Hook

092. Declarations of Interest - None

093. Minutes of the meeting 5th August 2024 - AGREED

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

Cllr Rayner (KCC) Discussed the Local Plan implications of lack of infrastructure. TMBC 29%, Sevenoaks & TWBC 60% housing uplift. Ightham Sewage problems highlighted, to be added to the Sewage Report. UKPN short of capacity. Lower Thames Crossing now in jeopardy, Biometric Exit/Entry system Dover and Tunnel to commence mid-November. There was some discussion about the H+H vehicles impact on the Village and overnight parking. Darkhill yellow lines tabled for next JTB, and informal discussions with H+H. Cllr Millener raised concerns about the failed pavement resurfacing on the A25 Sevenoaks Rd and will Liaise with Cllr Rayner, who will also investigate the Faded "Slow" road marking at the A25 Station Rd Jct, raised by the Clerk. *(Now completed)*

Cllr Palmer advised that both Black Horse applications had been called in, and would be heard together. She also outlined how our housing targets had gone from 620 to 839, but the new Government had now raised them to 1056 per annum. She raised concerns that buses were being put back in LA control, but with no apparent funding.

Member of the Public - present to observe

095 Matters Arising - A question had been asked why the Vice Chair presided at the last meeting when the Elected Chair was present. Chair noted that it was for personal reason mentioned at the time, but apologised that Standing Order 3 (p) had not been suspended.

096 Planning Matters

- (i) To note Planning Notices as circulated
- (ii) Current applications and responses as circulated, Update on AGILE and Planning problems

Applications to follow

24/01228/PA 4, TOLSEY MEAD, Garage conversion, door to be replaced with window and new fenestration at rear.

24/01292/PA BANK CHAMBERS, 1, STATION ROAD, conversion of the flat roof into a roof terrace with glass balustrade, an outdoor break area for employees - concerns about oversight of School passed to Planning Dept

24/01215 Esso Advertising Sign (6)

24/01326/PA Sandy Ridge LDC Rear Dormer Loft conversion. Juliet balcony, 3 rooflights to front

24/01336/PA BLACK HORSE PH Retrospective App for seating area- Call-in

24/01337/PA BLACK HORSE PH Retrospective App for Sea Food Stall - Call-in

24/01376/PA 2 Hazelbourne Ave 2 storey side extension

No further observations on any application

097 Potters Mede

- (i) Update -Fibre installation- Chair noted frustration with ongoing Openreach deferrals
- (ii) Update - Sheep incursions new fencing - agreed Groundsman assistance if necessary
- (iii) Pond works and fencing - contribution towards costs (our fence) - £3000 AGREED
Tree surgery commencing inc ours FOC
- (iv) Ritedoors, to ratify costs call-out and full repair (£324 & 1705.73) - AGREED
- (v) Proposed £200 flowers and bulbs for planter - AGREED
- (vi) Wasp nest - emergency call out - dealt with - Invoice received £45 - AGREED

098 Recreation Ground

- (i) Black Horse Mews - complete -contribution to our bank stabilisation costs £1000 +vat - AGREED
- (ii) Play inspection course - groundsmen. Clerk to investigate cost with Platt PC - AGREED
- (iii) Pavilion refurbishment to full use. Waterproofing and roofing - Clerk to set up Focus Group and seek quotes and advice - AGREED

099 Community Issues

- (i) Skatepark damage - reported to WPC for action - Noted

100 Village Enhancements & Green Spaces

- (i) Public Toilets - update, ceiling and lighting upgrade, (2) Roof Clean and repair, signage - Noted
- (ii) Update Still waiting Planners re surgery carpark lighting
- (iii) Emergency tree work - awaiting Treeability quote, Note Tree Officer on board.
- (iv) Treeability quote Annual Inspection £1326 - AGREED
- (v) Harrison Rd Ivy - thanks to everyone who pitched in, further volunteer day to clear remainder
- (vi) BMPOS "humorous" Duck signs installed on the approach roads to the pond area

101 Financial Matters

- (i) Responsible Financial Officer's report
- (ii) Mazards External Auditors Report and Notifications - all green, congratulations to the Clerk
To note Audit Completion notice posted 20 Aug 24 - Noted
Appointment of Internal Auditor - Martin Fielder-White - AGREED
- (iii) Bank Reconciliations & Balance 31 August 2024 Total Bank Balance £182,624.15
- (iv) To approve Payment List as circulated. Prop Chair, 2nd Cllr Shaw - AGREED
Invoices checked : Cllrs Taylor & Ramsden
- (v) TMBC Christmas Lights grants under threat - monitor and ensure Lights continue - AGREED
- (vi) Hanging Baskets - It was noted that the baskets have not been replaced for two seasons, no response from contractor, saving £7200 pa. Apply these funds to the Christmas Lights and further ground based flower displays. - AGREED
- (v) to Ratify purchase of Projector & Screen £300 - AGREED

102 Website & Social Media

- (i) Clerk to send Vulnerability Report to IOC - AGREED
- (ii) Following recent activity - trawl of website has removed ALL sensitive and redundant files.
Redactions to approved minutes Apr 2024, Ann Parish Mtg 2024, Apr 2023 - AGREED
To note redactions not made Mar 23 BGJFC, Oct 23 Scouts, and May 23 re Lunch Club bouquet subjects have given their permission.- NOTED
- (iii) Website revamp - suggestions back to next meeting - set up working group - AGREED
To Note Domain registrar to be changed.

103 Neighbourhood & Local Plans

- (i) TMBC Local Plan still on hold awaiting updated Government rules HPSSC 24 Sept
- (ii) What "Grey Belt" means to Borough Green and neighbours, NPPF Para 190 Contamination

104 Highways & Streetlighting

- (i) Repair to Station Rd alley light completed - awaiting S Vick invoice

105 Quarries & Landfills

- (i) to note - R Body temp carpark for School construction workers.
- (ii) H+H Darkhill Rd parking - yellow line request passed to TMBC & KCC. Liaison with H+H , Planning & Ightham PC - meeting scheduled - Variation to operating hours in return for iron clad conditions on HGV movements. Explore all possibilities Cllrs Rayner and Taylor to meet H+H - AGREED
- (iii) Stangate Solar Farm - Infinis Exhibition 17 Sept BGVH 3-7pm

106 Councillors Reports from outside Bodies (max 3 min)

- (i) Meeting with Griggs Family - noted
- (ii) CPRE - Local Committee needed - Agenda item at next T&M KALC meeting
- (iii) David Evans Memorial Bench - ASB small fire CSP notified - monitor

107 Future Dates

- (i) Bowls Club may not be available during summer season
- (ii) **Date of next meeting 7th October 2024 1930 BOWLS CLUB**
- (iii) Date of Finance Budget meeting - Friday 18 Oct 1930 Potters Mede
At all other times contact the Clerk using the details above

108 Exclusion of Public and Press: Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman moved that the press and public be excluded from the remainder of the meeting during consideration of any item.

Chairman asked the Member of the public to leave during Part 2 discussions at 2110hrs, and Cllr Thrush also left the meeting . MOP asked to be recalled when we returned to Part 1, but Cllr Heselden investigated and was unable to find them.

Return to Part 1, Chairman tabled the Letter to the Monitoring Officer and others as discussed - AGREED UNAN

There being no further business, Chairman closed the meeting at 2131hrs

Appendix 1

BGPC Payments List September 2024

	£
Staff Costs	
Staff Salaries	5,543.52
HMRC	2,838.59
KCC Pensions	2,576.00
BACS Payments	
SHS, inv 46752	771.12
Commercial Services, inv LS211062	171.28
Astra Security, inv SI-108895	30.00
Nu-Venture, inv 3072	833.00
Rite Industrial Doors, inv 6768	324.00
Rite Industrial Doors, inv 6848	1,705.73
MPL	1,000.00
Honeycomb, inv 101229	3,633.29
R Halliday	1,350.00
Matthew John Homes, inv 1020	1,200.00
Expenses - BG	142.00
Expenses - BG	129.12
Expenses - BG2	131.80
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	24,621.84
NB: Receipts during Aug 24 (exc bank transfers)	1,587.91
Total Bank Balnces	£182,624.15
Signatures Cllrs Taylor & Ramsden	