

**Minutes of the meeting of Borough Green Parish Council held at 7.45p.m. on Monday 4 October 2010 in The Annexe to the Church of the Good Shepherd.**

Present: Cllrs S Perry(Chairman), J Bailey, Mrs V Farina, Mrs E Howden, Mrs J Lucas, Mrs V McWilliam, Mrs S Murray, T Shaw, M Taylor, C Willsher, M Yianni  
 There was one member of the public in attendance

Action

91. **Apologies for Absence** were received from T&MBCllr D Evans. Chairman advised that he had received an apology from Cllr Evans prior to and for the last council meeting.

92. **Declarations of Interest:**  
 In the course of normal business being conducted and in particular, in connection with Planning and proposed Planning items, all Councillors confirmed that that they are open-minded and that any comments they make are done so without bias, pre-disposition or pre-determination, irrespective of personal comments made outside the meeting.  
 Councillors will take into account any relevant information put before them and not rule out any factors before reaching a final decision.  
 Cllr Taylor declared an interest in item103 Cheques for signature - Skate Park maintenance.

93. **Minutes** of the meeting 6 September 2010 were signed as a correct record

94. **Matters Arising**

74.61 A date for the meeting with Age Concern is still awaited.

76 Minerals & Waste Development Framework DPDs – call for site: Cllr Willsher is preparing a response for circulation to all members and submission by 29.10.10

79 There was discussion and clarification about informal meetings between councillors and other authorities/organisations. AGREED that any such meeting must be done with the approval of the parish council. Further AGREED that this applies to all members including the Chairman who has no additional powers in this respect or in making any decision on behalf of the council.

81(i) Skip: AGREED that the skip will be hired 18-20 October 2010 and sited on the grass in the NW corner of the Recreation Ground. Cllr Taylor will dispose of water fountain at this time.

81(xi) Building security: AGREED that in future this will be discussed in Part 2 and not detailed in the minutes.

84 Parish Plan: AGREED that the following statement had been circulated to all members and sent to the Chief Executive, T&MBC: "This council supports the statement by Cllrs Evans and Murray calling for the Local Development Framework policy to be revisited, with particular reference to Isles Quarry West housing density and traffic management. We are currently drawing up a new Parish Plan to replace that presented in evidence to the Local Development Framework in April 2005".

86. Salt Bins: Cllr Willsher read a draft letter to landowners of proposed locations. AGREED with minor amendments. Cllr Willsher will send final version to the Clerk for despatch to landowners: Cllr Taylor will advise of contact details. Orders will now be placed, as agreed at the last meeting, and equipment delivered to Cllr Taylor prior to installation. RESOLVED to purchase, initially, 2 tonnes salt and 2 tonnes sharp sand. It was AGREED that (1) this is a Borough Green Parish Council project (2) at the next council meeting consideration will be given to requesting a PPP agenda item (3) Salt bins will be a regular agenda BGPC agenda item.

88 Retirement of PC Tony Wiles later in the month: Cllr Willsher read a draft letter which was AGREED. The council sends sincere thanks and good wishes. Members have had high regard for the manner in which PC Wiles has discharged his duties in the village and surrounding area during his long service. He is wished a well-earned relaxing and peaceful retirement.

95. **Planning Matters**

TM/10/02368/LDE LDC (Existing) Conservatory – 15 Monckton Rd. AGREED: no observations.  
 TM/10/02428/TPOC Tree surgery – 'The Black Horse' Maidstone Road. AGREED: Rely on the expertise of T&MBC officers.

**Decisions**

TM/07/512/R39&40 & TM/09/2028/R24&27 Restoration & landscaping scheme + aftercare – Borough Green sandpit. St Mary's Platt. Details approved.

TM/10/02238/WAS & TM/10/72/R2A Landscape details to replace noise attenuation mound with a fence – southern boundary, Borough Green Quarry, Wrotham Road. Details approved

TM/10/02238/WAS & TM/10/72/R2A TM/09/01402/FL replacement building r/o 21 High St. Appeal dismissed

CW

MT

CW  
 MT  
 MT

96. **Correspondence****Noted:**

Victim Support Newsletter September 2010  
 T&MBC Joint Transportation Board agenda 20.09.10 (passed to Cllr Perry)  
 T&MBC Dog fouling campaign during Sept/Oct. 2010 (copies to all Cllrs)  
 KHS Temporary road closure 20-23 Oct: resurfacing works The Ave., The Close, The Crescent (Copies to all Cllrs + displayed on boards)  
 KALC Private sewers/drains-transfer to Water Companies: Ministerial statement (copies to all Cllrs)  
 BMPOS Minutes of the meeting 08.07.10 (copies to cttee reps.)  
 KCC Commitment to financial transparency; Consideration of ways to minimise budget cuts (copies to all Cllrs)  
 T&MBC PPP mtg. 09.09.10: minutes/copies of presentation materials (copies to all Cllrs)  
 Next meeting 7.30pm 02 Dec. 2010  
 KCC Regular Trading Standards alerts (copies to all Cllrs)  
 Kent Downs AONB Draft good practice guidance on supporting sustainable land management associated with the keeping of horses in the Kent Downs area. Details available at [www.kentdowns.org.uk](http://www.kentdowns.org.uk) Comments invited by 19.11.10

**KCC** Minerals & Waste Core Strategy: Reg 25 'Issues' consultation . First stage of Core Strategy. Details available at <http://consult.kent.gov.uk> Consultation period 24.09.10 – 19.11.10. Cllr Willsher reported on a recent meeting he attended. He will prepare a draft response for consideration at the next meeting. AGREED that Cllr Willsher will attend the MWDF Project Team Stakeholder mtg for parish councils 08.10.10 Lenham Community Centre

CW  
CW

**KCC** Kent rail services - views requested by 30.09.10 (copies to all Cllrs): 2<sup>nd</sup> Kent Rail Summit 6pm 21.10.10 County Hall, Maidstone. AGREED: Chairman and Cllr Mrs Farina will attend.

SP/VF

**Kent Police Authority** Response to the government's 'Police Reform' proposals and request for completion of survey (copies to all Cllrs) AGREED: Cllrs will make individual responses.

All

**T&MBC** Local elections 2011: indicative costs for 3 scenarios which may or may not include a referendum. Estimated costs range from £2,500 - £5,000 approx. which will have to be allowed for in next year's budget. For further consideration by the Finance Cttee.

SP/SM/JL/  
MT/CW

Cllr Mrs Murray outlined T&MBC's response to the possible referendum to veto excessive council tax increases.

97. **Potters Mede Ground Improvements**

(i) **Potters Mede Environmental:** Registration as an Environmental Body has been completed and the Chairman, Mr Bailey, is arranging for the registration certificate to be sent to Cemex for the re-issuing of the grant.

JB

Chairman proposed that a grant of £100 be made to Potters Mede Environmental to assist with registration costs. Cllrs Bailey and Willsher declared an interest and did not vote. RESOLVED as other members were in agreement.

There was considerable discussion about the football pitches and the likelihood of a third pitch from Cemex, the offer of which Cllr Bailey has been given to understand would include all groundwork costs and drainage pipes. Chairman advised that in order to obtain a Football Foundation grant the specification would have to meet their requirements and an agronomist would need to be engaged to manage the work.. AGREED for further discussion under item 98(iii) of the agenda.

(ii) **Cemex:** Clerk has been discussing loss of VAT element of proposed expenditure with Cemex and a decision regarding possible assistance is awaited. However, it was noted that the meeting of the 'Cemex Panel' has been "temporarily suspended".

98. **Potters Mede Pavilion**

(i) **Grange Park School (at Wrotham School):** It was noted that the new sports hall is available for community use. At present, there is no funding or timetable for the proposed new hall at Wrotham School. Noted that the construction of an Astro turf pitch at Whitegate Field, plus associated changing facilities at Wrotham School, will commence next spring. It was confirmed that a BGPC £5,000 grant has been included in this year's precept.

(ii) **Steering Group:** Two meetings have been held: all councillors were invited to attend. Chairman had circulated a briefing to all councillors.

- (iii) **Preferred design:** Chairman reported information received at his recent meeting with the Football Foundation, including criteria for receiving grants and the need for a professional Project Manager.

Cllr Bailey presented a proposal incl drawing, for a sports hall which includes 4 badminton courts and asked for it to be given serious consideration as he considers it to be financially feasible. After discussion, Cllr Bailey was thanked for his work

- (iv) **Future action:** After further discussion AGREED that (1) enhanced football facilities are needed (2) BGPC has ready access to a limited amount of money.

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 financial matters in connection with Potters Mede, the publication of which would disclose exempt information

There was considerable discussion about estimated budget costs, insurance settlement options and professional services required. Chairman again presented all information/options, as given to the two recent Steering Group meetings.

Chairman moved that the meeting be continued in public. There were no members of the public or press present.

After further discussion Chairman proposed that it be agreed in principle to request Cemex to provide an adult football pitch immediately adjacent to Potters Mede, including all financing, obtaining planning permission and execution of all necessary works, all in accordance with their offer. Voting was 10 in favour, 1 against. RESOLVED. AGREED that Cllr Bailey will progress this with Cemex as a matter of urgency.

JB

Cllr Mrs Murray proposed that the future Potters Mede pavilion be dedicated initially to football only. Voting was 10 in favour, 1 against. RESOLVED.

Chairman proposed that in order to utilise the money readily available for improvement of the existing two pitches and football changing facilities, enquiries be made about immediate release of the insurance money. Voting was 10 in favour, 1 against. RESOLVED. Clerk will liaise with Zurich Municipal, Customs & Excise and the Audit Commission.

Cllr Yianni left the meeting.

99. **Whitegate Field**

- (i) All members had received a report from Landscape Services on the condition of the football pitch and possible future maintenance work required.  
 (ii) RESOLVED that, in view of planned work next spring (see 98(1) above) work will be limited to mowing only.

100. **Grounds Maintenance**

- (i) **Playground inspection training:** RESOLVED that training will be arranged with Craigdene for the two new members of staff at a total cost of £295 + VAT.  
 (ii) **Safety surfacing repairs/maintenance:** Cllr Taylor will carry out repairs to safety surfacing. Clerk advised that this is being highlighted as requiring attention in monthly inspection reports.

MT

101. **Borough Green Bowls Club**

The club has agreed to accept the council's proposal 'to maintain the rent at £800 p.a. for 5 years w.e.f 01.04.11 on the proviso that the club continues to pay the water bill for the Recreation Ground'. RESOLVED that this be confirmed. Noted that the club will monitor usage of water by installing a sub-meter.

Cllr Mrs McWilliam left the meeting.

102. **Street Lighting**

- (i) **o/s 8 Dryland Road & 18 The Avenue:** RESOLVED to accept a quotation from EDF in the total sum of £770 + VAT for supply changeover to new columns.
- (ii) **Station Road:** A date for supply connection to the new column is still awaited. AGREED that consideration will be given at the next meeting to request a PPP agenda item to bring pressure on KCC to streamline system for lighting/highway permissions and works.
- (iii) **Tilton Road:** A quotation from SE Contracting in the sum of £729.25 for a new relocated column was received. A quotation from EDF for supply services is awaited.  
Cllrs Bailey and Mrs Howden left the meeting

103. **Cheques for Signature** as listed and circulated to all councillors prior to the meeting  
Cllr Willsher declared in interest: Potters Mede Environmental**BACS**

£2659.15	Staff salaries:
£575.17	KCC – Superannuation September 2010
£60.00	J Stephens – Websites maintenance September 2010
£750.00	BGVHMC – Parish Office Rent Oct - Dec. 2010
£77.32	Kent Aluminium – Maintenance materials, Red. Gd & P Mede
£222.22	SEC – Street lighting maintenance September 2010
£242.25	Wrotham PC – Skate park maintenance August 2010
£23.83	KCC – Maintenance Supplies Rec Gd.
497 £70.50	KALC – Finance conference 25.09.10
498 £20.00	KCC – Procurement seminar 07.10.10
499 £800.00	BG & District Chamber of Commerce Lighting Cttee – Donation
500 £117.45	Cash – Rec. Gds. Imprest a/c
501 £100.00	COGS – Donation for use of room July – September 2010
502 £117.50	PC Matters Ltd – Computer maintenance
503 £253.87	Cash – Petty cash & tel./broadband July – September 2010
504 £1770.42	Inland Revenue – PAYE/NI July - September 2010
505 £787.25	Mark Harrod – Football posts and accessories, Potters Mede
506 £155.23	Neat Ideas – office supplies
507 £411.25	SL Tree Care Ltd – Tree surgery Rec Gd r/o 7 Black Horse Mews
508 £929.12	EseDirect – 6 no 400 litre Grit Bins
509 £100.00	Potters Mede Environmental - Donation
510 £904.75	EDF – Transfer of supply, street lighting columns Dryland Rd/The Avenue

Proposed by Cllr Mrs Lucas, seconded by Chairman that the above payments be made.  
RESOLVED..

104. **Written reports from County and Borough councillors & BGPCllrs who sit as representatives on local organisations + Clerk's report**

No written reports. Cllr Mrs Murray reported on consultations and the proposed location, near Askew Bridge, for a Network Rail telecoms mast.  
Chairman reported from the Joint Parish Councils Traffic Consultative Group: Kent Police update incl suggested B. Green/West Malling/Kings Hill partnership for Speedwatch

105. **Future dates**

- (i) Clerk drew attention to the fact that there are currently only eight members working in rotation for office duties, Saturdays prior to council meetings
- (ii) Date of the next Meeting Monday 1 November 2010 in The Annexe to The Church of the Good Shepherd. Immediately prior to the meeting there will be a period for public consultation commencing at 7.30 pm and lasting for a maximum period of fifteen minutes.
- (iii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 30 October 2010 10 – 12 noon:  
At other times, appointments can be arranged to meet the Clerk, queries raised or ideas exchanged using the contact details above.

106. **Exclusion of Public and Press:** There were no matters for consideration  
The meeting ended at 23.16hrs

JL/MT