

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 1 December 2014 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs M Taylor (Chairman), L Chown, Mrs S Gould, G Harrington, Ms P Moorecroft, S Perry and H Willard
There was one member of the public in attendance.

- 152 **Apologies** for absence received from Cllrs C Dobson, S Millener, T Shaw and T&MBCllrs Mrs Murray Action
- 153 **Declarations of Interest**
In the course of normal business being conducted all Cllrs 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 Willard declared an interest in items 159 and 160 Potters Mede grounds and pavilion.
Cllr Mrs Gould declared an interest in item 171 cheques for signature
154. **Minutes of the Meeting 3 November 2014**
All members had received copies of the minutes. RESOLVED that the minutes be approved and signed.
155. **Matters Arising** None
156. **Period for Public Consultation**
A representative of BGJFC advised of their new Treasurer: contact details will be sent to the Clerk
Concern was also expressed about the condition of the pitches` at Potters Mede due to prolonged heavy rainfall. AGREED that they will not be used until ground conditions improve. Chairman and Cllr Willard will liaise with the clubs MT/HW
157. **Planning Matters**
- (i) **Decisions**
Kent Minerals & Waste Local Plan 2013-30: submission to secretary of state for independent examination. Anticipated 'Examination in Public' period 11-25 February 2015 with possible Pre Examination Meeting 8 January 2015. All to be confirmed (copies to all Cllrs)
TM/11/1632 Gas Utilisation Plant, Stangate Landfill Site: Consultant's letter & noise report (copies to all Cllrs)
- (ii) TM/14/03118/RD additional signage for junction onto haul road – Isles Quarry. No observations
- (iii) TM/14/03643/FL dwelling and garage, parking and drive – 39 Wrotham Road. No observations
- (iv) TM/14/03737/AT forecourt signage – Brackenhill Service Station, Maidstone Rd, No observations
- (v) TM/14/03560/FL & TM/14/03570/FL proposed Sainsbury's store – The Henry Simmonds, 4 Wrotham Rd
All Cllrs had received copies of a covering letter he has sent to T&MBC regarding the public consultation. After discussion Chairman proposed that BGPC endorses the content of his letter dated 27.11.14. Voting was 6 in favour, 1 abstention. RESOLVED. Chairman advised that the option of imposing an Article 4 Direction will be discussed at the T&MBC Area 2 Planning Cttee 10.12.14
- (vi) TM/14/02085/RD Details: mini roundabout, on-site turning, materials, lighting, landscaping, acoustic protection, air quality, archaeology,, drainage, levels, refuse storage and contamination – former Red Lion PH, 45 Sevenoaks Rd. No observations
- (vii) TM/14/03956/FL Extension – 3 Crow Hill No observations
- (viii) TM/14/03874/FL Extensions – 160 Maidstone Road. No observations.
- (ix) Chairman advised that Robert Body has submitted an application for a Goods Vehicles Operators Licence. Noted
158. **Correspondence**
- Noted:**
- Kent Can Regular newsletters and funding alerts (copies to all Cllrs)
- KCC Regular Trading Standards alerts (copies to all Cllrs)
- Rural Services Network newsletters (copies to all Cllrs)
- KRCC Invite to Annual Meeting 20.11.14 (copies to all Cllrs)
- KALC Notes on Neighbourhood Planning available at <https://www.gov.uk/government/collections/notes-on-neighbourhood-planning> (copies to all Cllrs)
- KCC Inside Track newsletter Issue 221 (copies to all Cllrs)
- Platt PC Copy of comments to T&MBC re proposed Sainsburys store, Henry Simmonds site (copies to all Cllrs)
- T&MBC T&M Crime Prevention Panel agenda 24.11.14 + minutes 15.09.14 (copies to all Cllrs)
- T&MBC PPP agenda 27.11.14 (copies to all Cllrs)

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158 **Correspondence (Continued)****Noted (Continued):**

Kent Police Police and Crime Commissioner newsletter November 2014 (copies to all Cllrs)
 Kent Police Mobile Police Station dates December 2014 (copies to all Cllrs)
 T&MBC JTB agenda 01.12.14 (copies to all Cllrs)
 T&MBC Proposed road closure High St 29.11.14 for Christmas Lights Festival (copies to all Cllrs)
 Skate Park Cttee Agenda 19.11.14 + minutes of the mtg 27.08.14 (copies to all Cllrs)
 KCC Property & Planning newsletter winter 2014 (copies to all Cllrs)
 The Kent Men of the Trees 2014 inspection report + Highly Commended certificate (copies to all Cllrs)
 T&MBC Anti-social behaviour, Crime & Policing Act 2014: awareness training Feb 2015 (copies to all Cllrs)

Chiddingstone PC High Weald Councils Aviation Group (copies to all Cllrs) AGREED to join as an Associate member at no cost. Further information will be requested

L White Road safety proposal Station Road (copies to all Cllrs) After discussion AGREED to send the request for a traffic mirror to Kent Highways.

Southern Gas Networks Cllr Perry advised of the company's thanks to the residents of Borough Green for their patience and courteous co-operation during the recent road works and traffic control on the A25 Maidstone Rd. The council agreed that the company employees had, in turn, been very considerate and helpful.

159. **Potters Mede Grounds**

- (i) It is considered that the new management of BGJFC has a much more caring attitude about the pitches. Overseeding carried out by Cllr Willard has taken
- (ii) No further information on a future maintenance programme.
- (iii) Chairman advised that Wrotham Bowls Club expressed an interest in using the new pitch adj Potters Mede but this is likely to prove too costly for them
- (iv) It is thought that the adjacent landowner, Robert Body, may be able to provide the additional topsoil needed for the new ground. To bring the land up to standard would take 2/3 years.

160. **Potters Mede Pavilion**

- (i) All Cllrs had received copies of a letter of thanks from a recent hirer for the excellent facilities. Thanks have been expressed to the staff for their diligent work
- (ii) AGREED that spare carpet tiles, received at no cost, can be given to a charity recording studio project in Sevenoaks.

161. **Recreation Ground**

RESOLVED to accept a quotation from Landscape Services in the sum of £37.88/visit for monthly playground inspections 2015/2016.

162. **Mowing 2015**

RESOLVED to accept a quotation from Landscape Services for mowing 2015 in the sums of: £80.11/cut Potters Mede and £42.24/cut Recreation Ground

163. **Isles Quarry Redevelopment**

- (i) Chairman advised that results of the Bourne water sampling during the first phase of piling have been received and it is understood that sampling also took place during the second phase. It is also understood that gardens in phase 1 and 2 of the development are clean and Chairman has liaised with the residents assuring them of this.
- (ii) Chairman will continue to make complaint to the planning authority because there has been no information since October 2014 about possible contamination of phases 3 & 4
- (iii) All Cllrs had received copies of a reply from T&MBC Chief Executive regarding the formal complaint lodged by BGPC and subsequent e-mail correspondence with the Chairman. There was some discussion about comments in the Chief Executive's reply which contradict recent letters from T&MBC Planning. Further options open to BGPC were considered but it was AGREED to acknowledge the reply and await the result of the ongoing Independent Standards Investigation of BGPC Chairman.

MT

164. **Commons Act 2006 – Registration of Village Greens: appraisal of inclusions in 2014 Supplementary Parish Plan**

- (i) Possible registration of land at Isles Quarry East including the Thong Lane Bridge was discussed. Chairman advised of rights in view of past use and proposed that IQE be registered as a village green. AGREED that Chairman will collect required evidence. Further AGREED that Chairman will have informal discussions with Crest Homes about the future management of open space land at IQE and south and west areas of Isles Quarry West.
- (ii) No further information on the Borough Green 2014 Supplementary Parish Plan

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165. **Community Right to Bid**

- (i) Chairman advised that the application for the Henry Simmonds PH has been validated but not yet decided by T&MBC
- (ii) Chairman advised that the applications for the Black Horse and Hoodens and the former Red Lion PH have not yet been submitted and will be held for the time being.

166. **Audit 2014/2015**

- (i) All Cllrs had received copies of the 6m internal audit report. Thanks were expressed to the Clerk.
- (ii) Chairman has changed links between the parish council websites and his own community website.
- (iii) RESOLVED that payments made by individual Cllrs for BGPC goods/services required, and then requiring reimbursement at the next PC meeting, will now be restricted to emergency situations only.
- (iv) RESOLVED that if possible, Clerk will set up a BGPC fuel card or account with Brackenhill Service Station, Maidstone Road for all fuel purchases

167. **Precept 2015/2016**

- (i) All Cllrs had received copies of the 8m budget outturn statement 2014/2015 which was considered and noted.
- (ii) All Cllrs had received copies of minutes of the Finance Cttee meeting 24.11.14. After discussion RESOLVED to include:
 - £2,000 for fencing and rent of additional recreational land adj Potters Mede
 - Additional £1,000 for repairs and grounds maintenance, Potters Mede
- (iii) RESOLVED to approve all other Finance Cttee recommendations detailed including a 2% increase for all staff w.e.f 1.4.15: noted that for Clerk this will equate to Sp Pt 35 on the NALC salary scale, which is reviewed nationally from time to time.
- (iv) Financial details are still awaited from T&MBC before the Precept for the next F/Y can be finalised. It is hoped that there will be no increase per Band D property. For further consideration at the next meeting.

168. **War Memorial**

- (i) Chairman has liaised with Mrs Murray regarding future project meetings
- (ii) A draft design will soon be ready for consultation. Costings are awaited.
- (iii) The site meeting with KCC, landowners of the proposed site j/o Western Rd/Sevenoaks Rd, is still awaited.
- (iv) A volunteer has offered to check/collate names of people to be recorded on the memorial

MT

169. **308/306 Bus Service**

- (i) Chairman reported on his meeting with fellow ward members and T&MBC officers to discuss the Parking Review: the re-routing of the 308 bus service is being fully included – T&MBCllr Mrs Murray was thanked for her hard work in this connection.
- (ii) Noted that residents have received notification of proposed bus stops in Quarry Hill Road which it was agreed are unnecessary: only a stop at the Quarry Hill roundabout is required.
- (iii) Chairman is liaising with KCC about a grant for a possible bus shelter at the above location.
- (iv) Cllr Perry will pass details of bus services to Pembury Hospital to Cllr Shaw.

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170. **Winter Plan**

There were no matters for attention

171. Cheques for signature**BACS:**

£398.93	E-on – street lighting supply October 2014
£3283.17	Staff salaries: November 2014
£1470.97	KCC - Superannuation November 2014
£3026.40	How Green Nursery Ltd – Hanging baskets 2014 (final)
£480.00	Commercial Services Trading Ltd – vertidrain two pitches, Potters Mede
£61.92	Kent Aluminium – Maintenance materials, P Mede
£1068.90	EDF – supply, Potters Mede
£45.42	EDF – supply, Recreation Ground

D/D:

£2,873.68 PWLB – No 2 loan 6m repayment

3823	£100.00	Church of The Good Shepherd – Donation: use of room Oct - Dec 2014
3824	£800.00	BG Chamber of Commerce Christmas Lights Cttee – donation
3825	£129.22	Cash – Rec Gds Imprest a/c reimbursement
3826	£349.30	David Buckett – interim internal audit fee 2014/15
3827	£187.00	SLCC – 2014/2015 subscription
3828	£148.00	BG Garden Machinery – strimmer repair, Rec Gd
3829	£37.90	B Glew – fluorescent tubes, Potters Mede (reimbursement)

Bank reconciliation October 2014

B/F Oct 2014	106035.84
Other Receipts Oct 2014	<u>623.36</u>
	106659.20
Less Payments Oct 2014	<u>8899.42</u>
c/f 31/10/14	<u>97759.78</u>

Proposed by Cllr Perry seconded by Cllr Willard that the above payments be authorised.
RESOLVED

Thanks were expressed to Cllr Mrs Gould and the Christmas Lights Cttee for the excellent display and switching-on ceremony.

172. Written reports

- (i) All Cllrs had received a copy of a report from T&MBCllr Mrs Murray: comments regarding the war memorial and the T&MBC Parking Review were noted.
- (ii) A suggestion from a resident that wood from the Mafeking Oak Tree, Rock Road, be used to make a bench for j/o/ A227/Annetts Hall was received. This will be kept on file and considered if and when the tree is felled.

173. Future dates

Date of the next Meeting Monday 5 January 2015 in the Annexe to the Church of the Good Shepherd

174. Chairman RESOLVED to enter into committee to exclude the public and press from the meeting due to the confidential nature (financial and other sensitive information) of the discussions

There was some discussion about right of access across the Recreation Ground car park to the 'Ingleside' site. It is understood that a planning application may be lodged for 3no additional dwellings. Further information will be obtained.

The meeting closed at 21.23 hrs

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