

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 3 July 2017 in the Annexe to The Church of the Good Shepherd.

Present: Cllrs Taylor (Chairman), L Chown, Mrs S Gould, S Millener, S Perry, T Shaw, H Willard and B Wlodarczyk.

There were 7 members of the public in attendance

Chairman welcomed newly-elected Kent County Cllr H Rayner and congratulated him on his decisive election.

Action

49. **Apologies for Absence** Cllrs A Hickmott and Mrs J Matthews

50. **Declarations of Interest**

In the course of normal business being conducted all Councillors confirmed 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.

51. **Minutes** of the Meeting 12 June 2017: All members had received copies of the minutes. RESOLVED that they be approved and signed as a true record.

52. **Matters Arising** None

53. **Period for Public Consultation**

- (i) Further details were given about the request to use the tennis courts for netball (item 57(iii) of the agenda)
- (ii) Mr Jack Burnage introduced himself as being interested in becoming a parish councillor.

Chairman proposed that item 59 of the agenda be taken next. RESOLVED.

59. **3G Pitch**

- (i) All Cllrs had received copies of emails: a draft complaint and the subsequent retraction of same (as listed under correspondence) Chairman reminded members that the content is confidential. Cllr Wlodarczyk proposed that the councillor concerned resigns as he has brought the council into disrepute, seconded by Chairman. Chairman allowed KCCLr Rayner to clarify that the proposal was one of no confidence in the councillor which was agreed. The councillor concerned tabled a written report which he attempted to read but Chairman disallowed as it had not been received and circulated prior to the meeting. The document was subsequently circulated to all councillors after the meeting. Voting on the proposal of no-confidence was 7 in favour, 1 against. RESOLVED. The councillor advised that he would not resign and gave further information. Chairman proposed that the councillor be removed from all outside bodies where he is the BGPC representative. Seconded by Cllr Wlodarczyk. Voting was 7 in favour, 1 against RESOLVED.
- (ii) All Cllrs had received copies of the decision of a Standards Board hearing against Cllr Taylor. Cllr Wlodarczyk proposed that this be rejected by BGPC. Seconded by Cllr Shaw. Agreed that no discussion required and Cllr Taylor was not required to leave the meeting. Voting was 7 in favour, 1 abstention (Cllr Perry). RESOLVED. Chairman read a draft letter to the Standards Board which was agreed.
- (iii) Cllr Perry suggested that Standing Orders be modified re Standards procedure be modified as per Shipbourne PC. Cllr Perry will circulate the proposed amendment, for further discussion.
- (iv) Chairman read a draft letter to T&MBC Leisure Services expressing strong concerns about the financial management of the 3G pitch and proposed that BGPC withdraws from any future involvement in the Management Cttee. RESOLVED and agreed to send the letter. There was some discussion about BGJFC's involvement.

SP

54. **Planning Matters**

- (i) **Decisions**
Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)
- (ii) TM/17/01301/FL The Lodge, Basted Mill - replacement garage & sun terrace. No objections
- (iii) TM/17/01401/FL Removal of condition 6 (access road) of planning permission TM/15/02061/FL (terrace of 3no houses) - 34 Maidstone Road. No observations
- (iv) TM/17/01481/FL Enlarge bungalow to 2-storey incl rear extensions and front porch - 129 Maidstone Road. No observations
- (v) TM/17/01482/FL Widen vehicular access and provision of revised driveway - 129 Maidstone Road
- (vi) TM/17/01509/FL Replace extension & car port with 2-storey side/rear extension - 23 Annetts Hall. No observations

Planning Matters (Contd)

- (vii) TM/17/01489/FL Extension - 36 Harrison Road. No observations
Cllr Wlodarczyk left the meeting.
- (viii) TM/17/01560/AT 2no illuminated signs - 37/39 Maidstone Rd. No objection to signs but object to illumination as out-of-keeping with area.
- (ix) TM/17/01569 Extension - 154 Maidstone Rd. No objection
- (x) KCC/TM/0142/2017 Determination of new conditions for excavation of sand - Ightham Sandpit.
Agreed to adopt the response of the Parish Alliance which will be decided this week.
Chairman advised that:
- (xi) TM/17/01238 change of use - 49 High Street has been withdrawn for the second time.
- (xii) TM/16/03630 Platt Industrial Est. will be considered by the Area 2 Planning Cttee this week.

55. Correspondence

Noted:

- Kent Can Regular newsletters and funding (copies to all Cllrs)
- Rural Services Network News Bulletins (copies to all Cllrs)
- Getmapping Parish Online newsletter (copies to all Cllrs)
- T&M KALC Transport Advisory meeting with MPs to discuss HGVs using unsuitable roads:
comments invited (copies to all Cllrs)
- KALC Bulletins on recent national developments and meetings June 2017 (copies to all Cllrs)
- High Weald Councils Aviation Action Group Updates (copies to all Cllrs)
- KALC Updates to Legal Topic Notes (copies to all Cllrs)
- T&MBC Area 2 Planning Cttee agenda 5.7.17 (copies to all Cllrs)
- KCC Inside Track newsletter no 246 (copies to all Cllrs)
- T&MBC Community Safety Partnership newsletter July/August (copies to all Cllrs)
- Resident email Draft complaint (copy to all Cllrs)
- Resident email Retraction of above draft complaint (copy to all Cllrs)

56. Potters Mede Grounds & Pavilion

- (i) Improved outside lighting: no report. Chairman will progress.
- (ii) RESOLVED that a £25 non-refundable deposit will be required for hire of the premises.

MT

57. Recreation Ground

- (i) Bowls Club lease: a reply from T&MBC is still awaited
- (ii) AGREED that BGJFC can purchase and install new goalposts provided that:
 - (a) they are in accordance with regulations
 - (b) sockets are covered when not in use
 - (c) old posts are removed from the tennis courts to allow storage of new.
- (iii) All Cllrs had received copies of a request for use of the tennis courts and Ball Park for netball.
After discussion agreed that there is no objection in principle, and the initiative is supported.
However, in view of the fact that the provision of lighting at the Recreation ground is not possible, other options should be considered. Wrotham School and Borough Green Primary School already have facilities in place which may be available for use.

58. Risk Assessments

Chairman will discuss draft risk assessments with the grounds maintenance staff.

MT

60. Vacancy BGPC

- (i) All Cllrs had received copies of an email of resignation from Mrs T Dawson, due to personal reasons. Thanks were expressed to Mrs Dawson for her work as a parish councillor.
- (ii) Vacancy notices will be displayed and T&MBC informed. Noted that the council already has one letter of application on file.

61. Audit 2016/2017

The Internal Audit report is still awaited

62. Annual Insurance

- (i) All Cllrs had received copies of the current insurance schedule. AGREED no proposed changes.
- (ii) Clerk advised that all companies contacted for quotations could either not meet the council's requirements or would only act through a broker.
- (iii) All Cllrs had received copies of the renewal documents from Zurich Municipal. RESOLVED to accept the 3-year renewal with the option to extend to 5 years: 2017/2018 premium £4506.17

63. **Standing Orders**
 (i) All Cllrs had received copies of KALC advice re proposed changes.
 (ii) Chairman proposed the following change to Standing Orders:
 (a) require Full Public Consultation before any alterations to Standing Orders, excluding mandatory amendments
 (b) require Full Public Consultation before disposal of any parish land assets
 (c) 'Full Public Consultation' is defined as either Parish Poll, Community Poll, or village-wide leafleting plus putting a notice in the village magazine 'The Voice'.
 RESOLVED
64. **Request for Financial Assistance**
 All Cllrs had received copies of details of the proposed refurbishment of the swimming pool at Borough Green Primary School and a request for a donation. After discussion Chairman proposed that a donation of £10,000 be made on receipt of a copy of the contractor's invoice.
 RESOLVED.
65. **T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options**
 Chairman reported that the mineral application from H+H Celcon for an extension of sand extraction puts further doubt on the viability of the proposed 'Borough Green Garden City'.
66. **Parish Council Representatives**
 The following members were appointed as BGPC representatives:
 Police Liaison Cllr Mrs Matthews
 Standards Board Cllr Taylor
 BMPOS Cllr Mrs Matthews
67. **Street Lighting**
 Replacement column o/s 1 The Crescent: a quotation from UKPN is still awaited
68. **Defibrillators**
 (i) Cllr Perry advised that SE Railway have indicated that siting of equipment at the station is likely to be agreed if it is at minimal cost to them..
 (ii) Noted that SE Railway are installing defibrillators in many stations.
69. **War Memorial**
 The Borough Green herald badge will be ready later this month. Awaiting stonemason.
70. **100th Anniversary of End of WW1** No report.
71. **Cheques for Signature**
 Online Payments:
 £3489.11 Staff salaries June 2017
 £410.00 T&MBC - Rates July 2017, Potters Mede
 £53.00 T&MBC - Rates July 2017, Recreation Ground
 £1509.07 KCC - Superannuation June 2017
 £1500.00 Office rent Jan - June 2017
 £2542.86 Inland Revenue PAYE April - June 2017
 £226.94 SE Contracting – Street lighting maintenance June 2017
 £253.74 Viking Direct – office printer and consumables
- £156.00 EDF – supply, Potters Mede, July 2017
 £12.00 EDF – supply, Recreation Ground, July 2017
 £295.61 Ford Lease – vehicle lease July 2017
 £154.66 WEX Europe Services (UK) Ltd – petrol for mowers + annual card fee
- 4000 £42.70 KALC - Publications
 4001 £3276.00 CJS Plants - Hanging baskets 2017
 4002 £78.54 B Glew - padlocks & paint roller (reimbursement)
 4003 £140.00 MAS Cleaning - carpet clean, Potters Mede
 4004 £202.12 Cash - Petty cash & tel rental April - June 2017
 4005 £110.00 Sussex Partnership - refund of P Mede payment (cancelled booking 12 July)

SP

Cheques for Signature (Contd)

<u>Bank reconciliation May 2017</u>	
B/F May 2017	172540.09
Receipts May 2017	<u>420.05</u>
	172960.14
Less Payments May 2017	<u>11632.20</u>
c/f 31/05/17	<u>161327.94</u>

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

72. **Written Reports**

- (i) Noted that the next JPCTCG meeting has been postponed until Sept. 2017.
- (ii) There is concern about vehicles being parked on the new cycle path, A25 Maidstone Rd.
Chairman will circulate a poster to put on offending vehicles.

MT

73. **Future Dates**

- (i) Date of next meeting Monday 7 August 2017 in the Annexe to The Church of the Good Shepherd 7.30 pm.
- (ii) The Parish Office located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 5 August 2017 10 - 12 noon.

All

MT/SG

74. There were no confidential matters for discussion

The meeting closed at 20.41 hrs