

BOROUGH GREEN PARISH COUNCIL

Clerk: Hazel M Damiral
Tel: 01732 884159
FAX: 01732 780657
Email: bgpc@lineone.net
Website: www.boroughgreen.org



Lullingstone
Paddock Close
St Mary's Platt
Kent TN15 8NN

29 May 2018

Dear Sir/Madam

The next meeting of Borough Green Parish Council will be held on Monday 4 June 2018 at 7.30pm in the Annexe to The Church of the Good Shepherd. The period for public consultation will last for a maximum period of 15 minutes. In accordance with the council's Standing Orders and the Local Government Audit & Accountability Act 2014, photographing, recording, broadcasting or transmitting the proceedings of the meeting is permitted by any means, excluding audible commentary which is forbidden. Whilst those attending meetings are deemed to have consented to the filming, recording or broadcasting, those exercising the rights to film, record or broadcast must respect the rights of other people under the Data protection Act 1998. Any person or organisation choosing to film, record or broadcast the meeting is responsible for any claims or other liability from them so doing.

Yours faithfully

Hazel M Damiral

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Clerk to BGPC

1. **Apologies for Absence**
2. **Declarations of Interest:** to receive in accordance with the council's Code of Conduct
3. **Minutes of the Annual Meeting 4 May 2018:** to confirm and sign as a correct record
4. **Matters arising** from the minutes of the meeting and not covered by agenda items
5. **Vacancy BGPC**
 - (i) to receive a letter of resignation from Cllrs Mrs J Matthews
 - (ii) to agree action required
6. **Period for Public consultation:** members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes unless the public participation time is extended by the Chairman.
7. **Planning matters** to hand:
 - (i) To note decision notices – as listed
 - (ii) TM/18/00756/FL Variation of parking provision for the site - Hazelbourne development
8. **Period for Public consultation:** members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 3 minutes unless the public participation time is extended by the Chairman.
9. **Correspondence** – as listed
10. **Potters Mede Grounds and Pavilion**
 - (i) to receive and approve a quotation for pitch maintenance
 - (ii) to receive further information from PMSG regarding the forthcoming promotional event
 - (iii) to receive and consider a proposed Community Poll by PMSG
 - (iv) to receive an update regarding change of hours for hire of the premises
 - (v) to clarify and agree protective pitch fencing for forthcoming event
 - (vi) to receive an update on the recovery of business rates
 - (vii) to receive a report and agree action on air conditioning, ventilation and heating equipment
 - (viii) to receive and consider visual tree inspection
 - (ix) to agree any other action required
11. **Recreation Ground**
 - (i) to receive and consider visual tree inspection
 - (ii) to receive any further information regarding the Bowls Club lease
 - (iii) to consider a request for use of car park
 - (iv) to agree any other action required

12. **Insurance**
to receive and if agreed approve the renewal documents for 2018/2019
13. **Village Enhancements**
 - (i) to receive any reports: tree Quarry Hill Road
 - (ii) to receive further information re. Station Road pedestrian safety
 - (iii) War Memorial dedication ceremony
 - (iv) to agree any action required
14. **General Data Protection Regulation (GDPR)**
 - (i) to receive any further guidance
 - (ii) to confirm agreement of all councillors to BGPC mail list
 - (iii) to agree any other action required.
15. **Street Lighting**
to give further consideration to future street lighting maintenance
16. **H+H Celcon Western Extension & T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options**
 - (i) to receive and consider the Draft Local Plan
 - (ii) to receive any other reports or updates
 - (iii) to agree any action required
17. **Defibrillator**
 - (i) to receive any further information on the siting of additional equipment
 - (ii) to note progress of registration of the equipment with SECAMB and note identification numbers
 - (iii) to consider and if agreed further action
18. **Written reports:** to receive reports, if submitted, from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report
19. **Cheques for Signature:** to approve payments as listed and circulated to all Cllrs.
20. **Future dates**
 - (i) Date of June Meeting: **Tuesday 3 July** 2018 in the Annexe to The Church of the Good Shepherd commencing at 7.30 pm.
 - (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 30 June 2018 10 - 12 noon.
At other times, appointments can be arranged to meet the Clerk, queries raised or ideas exchanged using the contact details above.
21. **Exclusion of Public and Press:** Pursuant to Section1(2) of the Public Bodies (Admission to Meetings) Act 1960 Chairman to move that the press and public be excluded from the remainder of the meeting during consideration of any items