

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 6 August 2018 at Potters Mede

Present: Cllrs Taylor (Chairman), Mrs S Gould, Mrs C Hurl, S Millener, S Perry and H Willard. KCCllr H Rayner.

There were no members of the public in attendance.

Action

64. **Apologies for Absence** Cllrs Mrs A Easthope, T Shaw and B Wlodarczyk

65. **Declarations of Interest**

In the course of normal business being conducted 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 Willard declared an interest in item 72 Potters Mede Grounds and Pavilion

66. **Minutes of the Meeting 3 July 2018**

All members had received copies of the minutes. RESOLVED that the minutes be approved & signed.

67. **Matters Arising**

Item 60 Written reports: H+H Celcon Ltd. Cllrs Perry and Millener reported on a very loud noise from the plant in the early hours of the morning of 6 August 2018, causing disturbance to residents. Agreed that this will be an agenda item for the next meeting.

68. **Vacancy BGPC**

- (i) Two applications had been received for co-option and both candidates had been interviewed by BGPC immediately prior to this meeting.
- (ii) After discussion Chairman proposed that Mr Jeff Reading be co-opted to the council. RESOLVED.
- (iii) Agreed that the other application will be kept on file for further consideration as and when another vacancy occurs.

69. **Period for Public Consultation**

KCCllr Rayner reported:

- (i) With the bus consultation nearing an end, KCC will be looking at ways of saving money and spending that money wisely.
- (ii) Preparations are in hand for Operation Stack with an untried proposal of stacking on the M20 whilst still keeping it open to traffic.
- (iii) KCCllr Rayner is now a member of the KCC Flood Management Cttee and any concerns can be passed to him.
- (iv) In connection with the proposed Borough Green Garden City, KCCllr Rayner is looking at all live conditions imposed on past mineral applications.
- (v) Wrotham PC is proceeding with the resurfacing of its multi-court to enable use for various sports. Again agreed that there must be dialogue between the two parishes regarding local need and provision, particularly regarding BGPC consideration of lighting the courts at BG Primary School.

Chairman proposed that item 77 of the agenda be taken next. RESOLVED.

77. **T&MBC Local Plan**

- (i) Chairman reported on a meeting of TMBC PTAB when the Local Plan was discussed at length. It was passed when the Chairman used his casting vote, however there could be some doubt about the validity of the vote. Noted that the latest version of the Plan will allow developers to split the relief road at Wrotham Rd, and to build and sell 200 homes on the proposed BGGC development before the road is completed: this is of great concern.
Chairman proposed that 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 following discussion.
- (ii) Chairman reported on action by Wrotham PC regarding the engagement of specialist Consultants.
- (iii) It is understood that there has been no T&MBC arrangement with Sevenoaks District Council under the 'Duty to Co-Operate'.

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RESOLVED to resume the meeting public domain.

70. Planning Matters

(i) Decisions

Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)

- (ii) TM/87/346/R21 Import silica sand - Ightham Quarry, Sevenoaks Road. Chairman reported. Agreed that although the shift to sand is supported, there is concern about several references to a new 'dedicated silica sand quarry' and the impact on MGB, AONB and nearby listed buildings. There should be conditions demanding some form of Industrial Particulate Monitoring and sheeting of bulk tippers in and out of the site.

- (iii) TM/18/01629/FL Portable office building - BG Medical Centre, Quarry Hill Rd. No observations

71. Correspondence

Kent Can Regular newsletters and funding (copies to all Cllrs)

Rural Services Network News Bulletins (copies to all Cllrs)

NALC Bulletin on recent developments and meetings (copies to all Cllrs)

T&M KALC Agenda 2.8.18 (copies to all Cllrs)

KALC Kent Community Safety newsletter (copies to all Cllrs)

Skate Park Draft minutes of mtg 18.7.18 (copies to all Cllrs)

Skate Park ROSPA report (copies to all Cllrs)

T&MBC Community Safety Ptnrship newsletter July/Aug (copies to all Cllrs)

KCC Monthly bus updates July 2018 (copy to all Cllrs)

Public toilets: It is understood that T&MBC may wish to relinquish responsibility and will be asking parish councils to consider taking them over. Agreed that BGPC would be willing to discuss this with T&MBC re the toilets in BGVH car park. Chairman will discuss this initiative with neighbouring parishes

Chairman will advise T&MBC that the radar key for the public toilets in BGVH car park has been stolen. He will also check to see if there is a key in BGVH.

MT

MT

72. Potters Mede Grounds and Pavilion

- (i) T&MBC approval has been received to extend the hours of hire of premises to 11.59pm.
- (ii) An enquiry has been received for possible use of outside facilities with changing and showers for an exercise class. RESOLVED that this be agreed at a charge of £16/hr with 10% discount for advance block bookings. Further agreed that use must be restricted to the west side of the field and not on the pitches.
- (iii) RESOLVED to ratify order placed with KG Clarke for renovation of the goal mouths in the sum of £3,320.00. The recent dry weather has taken its toll on the condition of the grass on the football pitches. Enhanced watering systems were discussed: travelling sprinklers could be used for a cost of approx. £1,1000 or a trench could be dug for pipes leading to appropriately placed standpipes. Agreed that Chairman will discuss the latter with the adjoining landowner and also ask KG Clarke to provide a quotation.
- (iv) Two bookings: a family day and a sale, have been received as a result of the recent Open Day and publicity.

MT

73. Recreation Ground

- (i) RESOLVED to ratify purchase of replacement strimmer from Godfreys in the sum of £281.25: it was uneconomical to repair the previous one.
- (ii) Bowls Club lease: no report on progress by solicitors. There was further discussion about the inclusion of BGPC right to object/time limit to any advertising banner and it was agreed that to avoid the need for any planning permissions the latter would be imposed after a 2-3 week period.
- (iii) Thanks were expressed to BG Cubs for assisting the grounds maintenance staff with the redecoration of the Memorial Pavilion.
- (iv) Concern was raised about potential bonfires on the adj 'Ingleside' development site. Chairman will refer this to T&MBC.

MT

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74. Village Enhancements

MT

- (i) Application to KCC for permission to fix hanging baskets to KCC street lighting columns: Chairman is in discussion with KCC re their request that BGPC pays for a structural survey/load testing of all KCC columns used to support hanging baskets at a cost of £26/column. Agreed that BGPC should not have to pay for this but as a gesture RESOLVED to pay for 1no sample test.
- (ii) Connection of the new street light in Station Road is awaiting a road closure permit.
- (iii) War memorial dedication: a draft road closure has been received. Cllr Perry reported on information received regarding a Polish airman shot down in on the border of Borough Green during WW2. Agreed that if requested, his name would be included on the war memorial.

75. General Data Protection Regulation (GDPR)

**MT/LC/SM/SP/
AE/HW/BW**

- (i) Borough Cllrs have now received training. Chairman advised that parish councils do not have to appoint a Data Protection Officer.
- (ii) Noted that SLCC has advised that 'exemption to the DPA 2018 applies to parish councils'.
- (iii) However, Cllrs were again reminded to confirm to the Clerk their willingness to remain on the BGPC database

76. Street Lighting

Agreed to retain the LED lantern in Station Road.

78. Defibrillator

**SP
SP**

- (i) No report re possible siting of equipment at Co-op Stores
- (ii) It was clarified that Cllr Perry will take the case of the 3rd defibrillator to the Parish Office for safe keeping.

79. Written Reports

None

80. Cheques for Signature

Online Payments:

£371.45	E-on – street lighting supply June 2018
£1044.02	R Springett - Groundsman July 2018
£1375.28	H Damiral - Clerk July 2018
£1200.39	B Glew - Groundsman July 2018
£55.00	T&MBC - Rates August 2018, Recreation Ground
£1600.26	KCC - Superannuation July 2018
£126.16	Kent Aluminium - P Mede maintenance materials
£536.45	Wrotham PC – Skate Park maintenance July 2018
£51.41	Wrotham PC – Skate Park annual inspection 2018
£507.99	Godfreys - JD mower repair
£281.25	Godfreys - replacement strimmer
£115.50	Streetlights - replacement lamp McDermott Road
£122.80	Water Choice - Supply, P Mede April - June 2018
£22.50	Green Thumb - Early summer treatment, War Memorial site
£73.25	Viking Direct – office stationery
£140.94	EJP Fire Protection Ltd - annual service of fire equipment, Potters Mede
£43.80	EJP Fire Protection Ltd - annual service of fire equipment, Recreation Ground
£140.24	Godfreys - Replace damaged JD anti-scalp wheel
£267.90	Commercial Services Trading Ltd – playground insections
£94.50	WEX Europe Services (UK) Ltd – petrol for mowers & strimmer
£295.61	Ford Lease – vehicle lease Aug 2018
£133.00	EDF – supply, Potters Mede, August 2018
£12.00	EDF – supply, Recreation Ground, August 2018

4082	£267.00	H Damiral – Printer consumables (reimbursement)
4083	£50.00	Malling Action Partnership - JPCTCG membership 2018
4084	£40.00	Information Commissioner – Data Protection fee 2018/19
4085	£50.00	Ovenbrite - oven clean, P Mede

These draft minutes are subject to possible amendment by Councillors at the next PC Meeting and ONLY those Minutes, duly confirmed by members present as being a full and proper record of the proceedings of that meeting, can be accepted as "The Minutes" of that meeting'.

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Action

Cheques for Signature (Continued)

- 4086 £3,320.00 KG Clarke - renovation of goalmouths - Potters Mede
- 4087 £76.82 B Glew - materials for RG pavilion refurbishment
- 4088 £140.00 MAS Cleaning - carpet clean, Potters Mede

In response to a request from the Skate Park Cttee agreed that Chairman will modify the BGPC daily inspection sheet to include an 'action' column

MT

Bank reconciliation June 2018
t.b.a

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

81. Future dates

- (i) Date of the next meeting **Thursday 30 August 2018** in The Annexe to The Church of the Good Shepherd
- (ii) The Parish Office, located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 25 August 2018 10 – 12 noon

all

MT/AESG

82. There were no confidential matters for discussion.

all

The meeting closed at 9.28 pm

