

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 5 March 2018 in the Annexe to The Church of the Good Shepherd.

Mrs C Hurl signed the Declaration of Acceptance and was welcomed as the newly co-opted member of BGPC.

Present: Cllrs Taylor (Chairman), L Chown, Mrs A Easthope, Mrs S G Gould, Mrs C Hurl, S Millener S Perry, T Shaw, H Willard and B Wlodarczyk

There were no members of the public in attendance

Action

216. **Apologies for Absence** Cllr Mrs J Matthews and KCCllr H Rayner.

217. **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 items 220 (iii) Planning:The Landway and 223(ii) & (iii) P Mede: pitches & mowing.

Cllr Taylor declared an interest in item 233 Cheques for signature

218. **Minutes** of the Meeting 5 February 2018: All members had received copies of the minutes.

RESOLVED that they be approved and signed as a true record.

219. **Matters Arising**

212(iii) Written reports - methane levels: Chairman will be attending a meeting with T&MBC to discuss possible land contamination issues

MT

220. **Planning Matters**

(i) **Decisions**

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

(ii) TM/18/00286/FL Extension - 5 McDermott Road. No observations

(iii) TM/18/00420/FL Demolish workshop and construct 3no houses - 22 The Landway. Objections: Over-intensification of site; height overbearing and out of keeping; lack of evidence of commercial marketing to justify change of use.

(iv) KCC Minerals & Waste consultation re West Malling Sandpit: comments invited by Ryarsh PC.

After discussion agreed that Chairman will liaise with Wrotham PC and circulate comments.

Further agreed that BGPC supports the community of Ryarsh in their concerns.

MT

221 **Period for Public Consultation**

There were no matters

222 **Correspondence**

Noted:

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)

KALC Parish News Feb 2018 (copies to all Cllrs)

T&MBC Area 2 Planning mtg 28.2.18 cancelled (copies to all Cllrs)

T&MBC JTB agenda (amended) 12.03.18 + reports (copies to all Cllrs).

T&MBC Minutes of PPP mtg 15.2.18. Next mtg 14.6.18 (copies to all Cllrs)

T&MBC Great British Spring Clean March 2018 (copies to all Cllrs)

T&MBC PPP agenda 15 Feb. 2018 (copies to all Cllrs)

T&MBC BGPC summarised budget 2018/19 (copies to all Cllrs)

Bluebird Care Free visits to customers in hospital (copies to all Cllrs)

UKPN Weather and the electricity network (copies to all Cllrs)

Kent Police Police & Crime Commissioner's newsletter February 2018 (copies to all Cllrs)

KCC Monthly bus updates Jan & Feb 2018 (copy to all Cllrs)

Plaxtol PC Attendance of Police & Crime Commissioner at PPP mtg 15.02.18 (copies to all Cllrs)

T&MBC Regular updates on refuse collection during inclement weather (copies to all Cllrs)

KALC Kent Downs AONB management plan consultation (Copies to all Cllrs)

KALC Membership and Training survey (Copies to all Cllrs)

KALC Social media survey (Copies to all Cllrs)

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

KALC An Introduction to Planning 10.3.18 Chilham (Copies to all Cllrs)

KALC Community Emergency Plan & inclement weather insurer's advice (copies to all Cllrs)

T&MBC Request for temporary road closure, High St:Christmas lights 24.11.18 (copies to all Cllrs)

KALC Guidance on local council investments(copies to all Cllrs) Clerk will advise of any action required.

Kent Men of the Trees RESOLVED to enter the 2018 competition. Chairman will liaise.

C Palin Concern about litter Station Approach (copies to all Cllrs) Cllr Wlodarczyk is liaising

T&MBC Great British Spring Clean Spring 2018 (copies to all Cllrs) Cllr Wlodarczyk is liaising a 'Litter Pick' with the Baptist Church Saturday 24th March at 9.30am. Support would be welcomed.

KCC The Judd School education consultation document (copies to all Cllrs) Cllr Perry will respond on behalf of BGPC.

SE Water Draft Water Resources management plan 2020-2080 consultation (copies to all Cllrs) Cllr Shaw will report back to the council.

MT
BW
BW
all
SP

TS

223. Potters Mede Grounds and Pavilion

(i) All Cllrs had received details of suggestions from Potters Mede Promotions Group.

During discussion agreed that:

(a) all ideas must come through the two BGPC representatives to meetings of the parish council in the form of an advance report to enable full consideration.

(b) No change to £17.50/hr hire charge..

(c) Chairman will start Planning process of extending hours of use until midnight.

(d) Chairman will continue to run the website but will work with a member of the group to make the site more aesthetically attractive. The Parish Council must maintain responsibility and liability for any of its websites therefore it would not be feasible for the Promotions Group to run a separate website for Potters Mede. Environmental Credits are now displayed on the website: thanks were expressed to Cllr Millener..

(e) All bookings must be made through the Clerk

(ii) (a) A quotation was received from P W Judges & Son for decompaction of pitches in the sum of £550.00 + VAT. Chairman proposed that this be accepted. Voting was 9 in favour 1 abstention. RESOLVED. The work will be undertaken as soon as ground conditions are favourable.

(b) Chairman and Cllrs Millener and Willard met with representatives of BGJFC to discuss football pitches. It was agreed to defer any further action to provide an additional pitch adjacent to Potters Mede until the content of the Local Plan is known.

(c) A quotation was received from K G Clarke to apply weedkiller and fertiliser (two applications) to the pitches in the total sum of £1060.00. Chairman proposed that this be accepted. Voting was 9 in favour 1 abstention. RESOLVED.

(d) Chairman will meet with Pearl Drainage next week to discuss the condition of the ground.

(e) Chairman proposed purchase of additional items for the new mower: mounted beacon; pole adaptor fitting; beacon extension pole and number plate holder with light for the total sum of £300.19 incl.VAT. Chairman proposed that this be accepted. RESOLVED. Further RESOLVED that Chairman will commence procedure to register the new mower for the highway.

(iii) The padlock and chains to the main gate have been cut again.

TS/SM

MT
MT

MT/HW

HW/MT

MT

MT

224. Recreation Ground

(i) Chairman and Groundsman have repaired boundary fence r/o Lendon Rd.

(ii) Mower: as item 223(ii)(d)

(iii) Bowls Club lease: No report. The club is querying an unusually high SE Water bill received. A meter check will be requested and possible installation of an additional meter.

(iv) Work is in hand to install a lockable post to driveway and repair gate closer to play area.

Robert Body has donated planings for repairs to the car park.

(v) Netball: Wrotham PC is considering upgrading their facilities. Borough Green Netball Club wish to hold a fundraising event in BGVH. Chairman proposed that the hire charge be paid by BGPC. RESOLVED.

Cllr Mrs Gould will discuss with BG Primary School the possibility of installing floodlights to their courts.

MT

SG

	<u>Action</u>
225. <u>Village Enhancements</u>	
(i) There is extreme concern about dog fouling in and around the village which is inadvertently being trodden into schools and halls where there are young children.. All dog owners/walkers are again strongly urged to clean up after their dogs. The T&MBC Dog Warden will be asked to make regular patrols of the village and extra warning signs will be displayed. Cllr Shaw will prepare a report for The Voice.	TS
(ii) Station Road: A price is still awaited for upgrading the street lighting.	
(ii) Cllr Wlodarczyk will organise the War Memorial dedication ceremony. Chairman will apply for a road closure.	BW MT
226. <u>Audit 2017/2018</u>	
All Cllrs had received copies of the 6m internal audit report which had been considered under correspondence at the last meeting. RESOLVED to ratify acceptance and comments made at the last meeting..	
227. <u>General Data Protection Registration (GDPR)</u>	
(i) Some additional information had been received from KALC and circulated to all Cllrs.	
(ii) A seminar for T&MBCllrs will be held later this month.	MT/TS/SP
228. <u>Hazelbourne Development</u>	
(i) Recent concerns about icy conditions on the estate roads can be addressed when the roads have been adopted. Consideration may then be given to installing a salt bin.	
(ii) Chairman will write to T&MBC EHO about smells from Hornet Industrial Estate and vehicle movements at night.	MT
229. <u>Street lighting</u>	
Quotations are still awaited for lights in Staleys Road, Monkton Road and Station Road Chairman has requested a meeting with the council's contractor and is also discussing the issue of street lighting maintenance with KCC and KALC.	MT
230. <u>H+H Celcon Western Extension T&MBC Local Plan 'The Way Forward' Regulation 18 Issues & Options</u>	
Noted that publication of the Draft local plan has been deferred again until, possibly, May 2018.	
231. <u>Defibrillator</u>	
No report	SP
232 <u>Written Reports</u>	
(i) Thanks were expressed to residents for helping neighbours during the recent heavy snowfalls and for clearing footways and roads. Particular thanks to Nisa Stores for clearing the footway in front of the High Street store and the footpath Station Rd/High St. The grounds maintenance staff were praised for their hard work in gritting and filling salt bins.	
(ii) It was reported that the council tax for a Band D property in Borough Green 2018/2019 will be £1,773.58. More than 70% is for Kent County Council services.	
(iii) It was reported that some mechanical failures due to salt corrosion have occurred to the gritting machine. Chairman proposed that a contribution be made to Wrotham PC for repairs. AGREED in principle.	
233 <u>Cheques for Signature</u>	
Online Payments:	
£383.38 E-on – street lighting supply January 2018	
£3489.31 Staff salaries - February 2018	
£1509.07 KCC - Superannuation February 2018	
£126.45 Wrotham PC – Skate Park maintenance January 2018	
£157.58 Travis Perkins - maintenance materials P Mede car park & Rec Gd	
£356.40 BGVHMC - hire of hall lunch club Jan - March.. incl 2018	
£43.20 BGVHMC - hire of hall foot clinic Jan - March.. incl 2018	
£207.12 KCC - maintenance supplies, Potters Mede & Rec Gd	
£314.34 Viking Direct – office stationery	

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'.

£160.64 Wrotham PC – Skate Park operational inspections 2017/2018
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Action

Cheques for Signature (Continued)

Online Payments: (Continued)

£95.00 EDF – supply, Potters Mede, March 2018
 £12.00 EDF – supply, Recreation Ground, March 2018
 £295.61 Ford Lease – vehicle lease March 2018
 £2,752.67 PWLB – No 1 loan 6m repayment
 £89.64 BT - telephone rental, Potters Mede

4045 £286.80 M Taylor - Rec Gd play area gate closer (reimbursement)
 4046 £100.00 M Taylor - Websites fee (reimbursement)

Bank reconciliation January 2018

B/F Jan 2018	155956.60
Receipts Jan 2018	<u>1355.51</u>
	157312.11
Less Payments Jan 2018	<u>13546.45</u>
c/f 31/1/18	<u>143765.66</u>

234. **Future Dates**

- (i) Date of next meeting Monday 9 April 2018 at POTTERS MEDE at 7.30 pm.
- (ii) The Parish Office located within Borough Green Village Hall, will be open with two Parish Councillors present on Saturday 3 March 2018 10 - 12 noon.

235. There were no confidential matters for discussion

The meeting closed at 20.55 hrs

all
SG/AE