

## DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Thursday 30 August 2018 at Potters Mede

Present: Cllrs Taylor (Chairman), Mrs A Easthope, Mrs S Gould, Mrs C Hurl, S Millener, S Perry, T Shaw and H Willard.

There were two members of the public in attendance.

### Action

83. **Apologies for Absence** Cllr Włodarczyk and Mr J Reading who, to holiday commitments was unable to attend but will take up his appointment at the next meeting.
84. **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 90 Potters Mede Grounds and Pavilion
85. **Minutes of the Meeting 6 August 2018**  
All members had received copies of the minutes. Item 77(1) T&MBC Local Plan: RESOLVED to add 'T&MBC' Chairman used his casting vote.... The amended minutes were approved and signed as a true record.
86. **Matters Arising**  
Item 77(i) T&MBC Local Plan: The Borough Solicitor has issued a statement stating that there was an error in the voting and the Plan was rejected at the PTAB. However, as the PTAB is only an advisory board, the Plan will be going forward to the next Cabinet meeting.
87. **Period for Public Consultation**  
The question was asked as to how the number of houses to be built in Kent is calculated, as the number scheduled for construction in this area is considered unsustainable. Chairman and Cllrs Shaw and Perry gave information and it was noted that the first calculation comes from the National Statistics Office. .
88. **Planning Matters**
- (i) **Decisions**  
Weekly lists of confidential T&MBC Enforcement information (copies to all Cllrs)  
TM/18/00420/FL 3no houses - 22 The Landway. Permission granted  
TM/18/00756/FL 1no additional house - 31 Harrison Road. Permission refused
- (ii) TM/18/00756/FL Vary parking provision: tracking plans - Isles Quarry development. No observations.
- (iii) TM/18/01731/FL Demolish conservatory; construct side & rear extensions + garage conversion - 9 McDermott Road. No observations.
- (iv) TM/18/01891/FL Rear dormer - 23 Conyerd Road. No observations.
- (v) TM/18/01903/TPOC Fell Ash trees - 10 Dryland Road. No observations.
89. **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 Minutes 2.8.18 (copies to all Cllrs)  
Kent Police Commissioner's newsletter August (copies to all Cllrs)  
KCC Monthly bus updates Aug/Sept 2018 (copy to all Cllrs)  
T&MBC PPP agenda 6.9.18  
**KCC** Report from the Community Warden (copy to all Cllrs)
- KALC** Community Resilience Workshop, Tonbridge 6 Oct.2018. Cllr Mrs Hurl will attend.

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**Action**

**90. Potters Mede Grounds and Pavilion**

- (i) It was agreed that the recent community event was a great success and support for the PMSG will continue. The date of 29 June 2019 for a similar event was agreed.
- (ii) Following the recent dry weather and subsequent heavy rainfalls, the condition of the grass on the football pitches at Potters Mede has now improved. K G Clarke has carried out further work and thanks were expressed to Cllr Willard for his extreme hard work. However, after discussion, in order to preserve the shoots of the new and recovering grass it was agreed that no football will be played on the main pitch during September. This will be reviewed in October
- (iii) Ongoing and increasing extreme concern was again raised about the amount of dog fouling in and around the village, at Potters Mede and in the Recreation Ground. There was considerable discussion and it was agreed that the continued education of what it is appreciated is the minority of dog owners must be maintained. To obtain a Public Space Protection Order would be a complex process. Chairman will obtain a cost for additional warning signs.
- (iv) Chairman advised that the adjacent quarry landowner R Body is in agreement to a water supply for the pitches coming from his wheel washing facility. Cllrs Millener and Willard will ask K G Clarke for a quotation for pipework.
- (v) RESOLVED that no charge will be made for BGJFC use of the pavilion for a managers' meeting held on 28 August.
- (vi) A recent booking of the facilities has highlighted the need to include on the booking form 'this booking excludes use of the football pitches for any purpose' RESOLVED. Further RESOLVED to add 'no animals are to be taken into the building, excluding guide dogs..
- (vii) Hire of the building for a 40th birthday party Sat 15 September 2018 4pm-midnight was noted.

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SM/HW

**91. Recreation Ground**

- (i) Dog fouling: as agreed at 90(iii) above.
- (ii) Bowls Club lease: All Cllrs had received clarification from the Bowls Club re banners/advertising signage. AGREED that if fixed to the fence facing away from the Recreation Ground, no objection. If however, anything is to be fixed to the other side, BGPC permission would be required and there would be a time limit for display of 2 weeks.
- (iii) Clerk is monitoring water usage against invoices received and monthly meter readings from the Bowls Club. Agreed that this will be continued for a 12 month period. Water tariffs will be discussed with the supplier.
- (iv) All Cllrs had received copies of the annual Wicksteed play equipment Report and Risk Assessment. Clerk has prioritised maintenance items requiring attention. AGREED to ask grounds staff to undertake items highlighted for in-house. Further agreed to request further costings from Wicksteed for work to: elephant spring mobile; play table and see-saw. Chairman will remove tape from hoop on multi-court.

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**92. Village Enhancements**

- (i) No response from KCC re load testing of street lighting columns for hanging baskets. 4no baskets have now been taken down.
- (ii) The new street light in Station Road has now been connected.
- (iii) War memorial dedication: RESOLVED that Chairman will order 3no wreaths from the British Legion and a donation of £18.50/wreath will be made.
- (iv) Chairman has advised T&MBC that BGPC is willing to discuss with them future maintenance of public toilets in BGVH car park.

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**93. Parish Vehicle**

In response to an enquiry from the Groundsman, Clerk has enquired about the possible early termination of the current 4yr lease agreement, due to expire June 2019, in exchange for a new vehicle/contact. However, noted that the next annual service; tow bar electrics and tyres would still need to be attended to by BGPC before handing the vehicle back. Full extent of the existing contract will be clarified. After discussion AGREED that any new contract for a replacement vehicle should be in line with the council's new financial year i.e. April 2019.

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94. **Street Lighting**

All Cllrs had received details of an available maintenance contract with Streetlights rather than the current ad hoc arrangement for repairs. There was full discussion about the costs and services offered. RESOLVED to continue with the existing system at present but review the situation when considering next year's budget.

95. **T&MBC Local Plan**

- (i) Update: as reported at item 86 above.
- (ii) Chairman advised of a meeting of the Parish Alliance on 11.09.18 when further information will be given regarding taking professional advice.
- (iii) Chairman will circulate documentation for consideration at the next BGPC meeting when resolutions will need to be made regarding:
  - (a) BGPC's formal submission re the proposed 'Borough Green Garden City'
  - (b) BGPC's endorsement of Parish Alliance submissions
  - (c) Responses to non-selected sites
  - (d) Requests for robust policies on contamination; historic landfills, air quality and viability.
- (iv) Public meetings will be held in BGHV 7.30pm 21.09.18; Seal 13.09.18; Plaxtol 14.09.18 and Platt 21.09.18

MT

96. **Defibrillator**

No report

97. **H+H Celcon Ltd**

KCCllr Rayner has passed relevant information to Cllr Millener who reported on current operations at the site. Evidence of incidents of noise nuisance are still required. Chairman has written to H+H Celcon Ltd re a new company visiting the site and speed related issues.

SM

98. **Written Reports**

Cllr Mrs Hiurll advised of a WI Information Day in BGVH on 27 October 2018 to raise awareness of the over-use of plastics and the associated environmental problems. Local schools will be involved and support received from the National Geographic Society, T&MBC and Tom Tugendhat MP. Chairman will represent BGPC.

MT

99. **Cheques for Signature**

Online Payments:

£12.37 E-on – street lighting supply July 2018  
£371.45 E-on – street lighting supply July 2018  
£3619.49 Staff salaries Aug 2018  
£55.00 T&MBC - Rates September 2018, Recreation Ground  
£1600.26 KCC - Superannuation Aug 2018  
£267.90 Commercial Services Trading Ltd – 1st half year playground inspections  
£750.00 BGVHMC - Office rent July - Sept 2018  
£88.56 BT - telephone rental, Potters Mede  
£68.26 Kent Aluminium - P Mede/Rec Gd maintenance materials

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Cheques for Signature (Contd)

£2,752.67 PWLB – No 1 loan 6m repayment  
£93.00 WEX Europe Services (UK) Ltd – petrol for vehicle  
£295.61 Ford Lease – vehicle lease Sept 2018

£133.00 EDF – supply, Potters Mede, August 2018  
£12.00 EDF – supply, Recreation Ground, August 2018

4065 £2181.60 UKPN – connection charges, new street light Station Rd (issued May 2018)  
4066 £928.80 UKPN – connection charges, replacement street light Station Rd (issued May 2018)  
4089 £19.19 BG Garden Machinery – strimmer string, Rec Gd/P Mede  
4090 £6.90 B Glew - litter pickers (reimbursement)

Bank reconciliation July 2018

B/F July 2018	193201.24
Receipts July 2018	<u>910.34</u>
	194111.58
Less Payments July 2018	<u>26850.35</u>
c/f 31/7/18	<u>167261.23</u>

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

100. Future dates

- (i) Date of the next meeting Monday 1 October 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 29 September 2018 10 – 12 noon

**all**

**MT/SG**

101. There were no confidential matters for discussion.

The meeting closed at 9.26 pm