

BOROUGH GREEN PARISH COUNCIL

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Lullingstone
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25 February 2019

Dear Sir/Madam

The next meeting of Borough Green Parish Council will be held on Monday 4 March 2019 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

Hazel M Damiral
Clerk to BGPC

204. **Apologies for Absence**
205. **Declarations of Interest:** to receive in accordance with the council's Code of Conduct
206. **Minutes of the Meeting 4 February 2019:** to confirm and sign as a correct record
207. **Membership BGPC**
 - (i) to receive applications for co-option
 - (ii) subsequent to interviews, to ballot for and appoint co-opted members
 - (iii) co-opted members to sign Declarations of Acceptance
208. **Matters arising** from the minutes of the meeting and not covered by agenda items
209. **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.
210. **Planning matters** to hand:
 - (i) To note decision notices – as listed
 - (ii) TM/02/2663/MR97 Restoration & aftercare scheme – Park Farm Quarry, Wrotham
211. **Correspondence** – as listed
212. **Potters Mede Grounds and Pavilion**
 - (i) to receive a report on the condition and maintenance of the ground
 - (ii) to monitor nuisance caused by instances of dog fouling
 - (iii) to receive an update on improved watering arrangements
 - (iv) to agree support for Community Event June 2019
 - (v) to approve cleaning of carpet
 - (vi) to agree any other action required
213. **Recreation Ground**
 - (i) to receive an update on the preparation of the Bowls Club lease
 - (ii) to monitor nuisance caused by instances of dog fouling
 - (iii) EDF charges
 - (iv) to agree any other action required
214. **Village Enhancements**
 - (i) to receive any reports
 - (ii) to agree any action required

215. **Financial Matters**
- (i) to appoint the Internal Auditor for 2019/2020 & 2020/2021 and approve fee adjustment 17/18 & 18/19
 - (ii) to consider if received, the internal auditor's 6-m report 2018/2019
 - (iii) to carry out annual review and approve the Internal Risk Control Procedures
 - (iv) to consider and if agreed approve investment of reserves
216. **T&MBC Local Plan**
- (i) to receive any further reports on the Draft Local Plan & proposed local development
 - (ii) to agree any further action required
217. **Standing Orders**
- to give further consideration to, and if agreed, adopt new Model Standing Orders
218. **GDPR**
- (i) Town & Parish Councils Websites: GDPR information contained in February newsletter
 - (ii) Privacy Policy Statement
219. **Defibrillator**
- to receive any further information on the siting of additional equipment
220. **H+H Celcon Ltd**
- to receive any further information on noise nuisance
221. **Written reports:** to receive reports, if submitted, from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report
222. **Cheques for Signature:** to approve payments as listed and circulated to all Cllrs.
223. **Future dates**
- (i) Date of next meeting: Monday 1 April 2019 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 March 2019 10 - 12 noon
At other times, appointments can be arranged to meet the Clerk, queries raised or ideas exchanged using the contact details above.
224. **Exclusion of Public and Press:** Pursuant to Section 1(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