

DRAFT MINUTES

Minutes of the meeting of Borough Green Parish Council held at 7.30pm on Monday 4 February 2019 at Potters Mede

Present: Cllrs Shaw (Chairman), Mrs A Easthope, Mrs S Gould, S Millener, S Perry, J Reading, B Wlodarczyk and KCllr Rayner

There were two members of the public in attendance with a third arriving at 8.55pm

Action

184. **Apologies for Absence** Cllr Taylor

185. **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.

186. **Minutes of the Meeting 7 January 2019**

All members had received copies of the minutes. After item 168 add: 'KCllr Rayner left to attend another meeting'.

Item 177 add:.....Data Protection Officers 'for T&MBC'. RESOLVED that the amended minutes be approved and signed as a true record.

187. **Matters Arising** None

188. **Membership BGPC**

All Cllrs had received copies of a letter of resignation from Cllr H Willard. Notices will be displayed and the ERO informed. In view of the forthcoming elections, there was discussion about co-option for the three vacancies on BGPC. One new expression of interest has been received and another is on file: applicant already interviewed. Agreed that the new and any subsequent applicants will be interviewed prior to the next meeting with a view to co-opting at that meeting.

189. **Period for Public Consultation**

- (i) Concern was raised about the amount of litter on roads on the outskirts of the village incl Basted Mill. Cllr Shaw will raise this at the next PPP meeting and get assurance that T&MBC does not neglect cleaning of these roads. Residents of Borough Green will be encouraged to join in the forthcoming Great British Spring Clean 2 March – 23 April 2019. KCllr Rayner reported:
- (ii) advising of Wrotham PC's response to TM/18/02591/FL - Oaktrees, Borough Green Rd, Wrotham – no objection in principle but requirement for hedging, particularly on east boundary.
- (iii) The results of the recent bus consultation are still being considered. There is a proposal to withdraw the 405 service serving Ivy Hatch and Plaxtol which KCllr Rayner is opposing.
- (iv) KCllr Rayner is meeting with T&MBC Planning re the high amount of lorry movements in/out of BG Sandpits.
- (v) KCllr Rayner is continuing to look into the high amount of lorry traffic using the local stretch of The A25 in connection with Sevenoaks developments. KCllr Rayner left to attend another meeting
- (vi) An update was requested re the council's position and action on dog fouling. It was confirmed that BGPC is not of a mind to ban dogs but as representatives of the public, if put in such a position it would have to act accordingly. The council would rather try to change the behaviour of irresponsible dog owners, which it is realised are the minority. The assistance of responsible dog owners to educate others would be welcomed. It was noted that conditions on the footways appear to have improved but unfortunately that is not the case on the football pitches at Potters Mede where photographic evidence is being collated. The situation on the council's grounds will be reviewed in three or four months.
- (vii) In response to a question, Chairman and Cllr Perry gave an update on the process of the T&MBC Local Plan and the procedure for a possible Inquiry. It was confirmed that a first interim payment has been made by BGPC for professional legal services in connection with the inclusion of the proposed Borough Green Gardens development in the Plan. Cllr Wlodarczyk left the meeting

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190. Planning Matters

(i) Decisions

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

- (ii) Consultation on the KCC Minerals Sites Plans (Pre-Submission Consultation) No observations at this stage.
- (iii) Consultation on the KCC Early Partial Review of the Kent Minerals and Waste Local Plan 2013-30. No observations at this stage. Cllr Shaw will liaise with KCCllr Rayner re any possible future response.
- (iv) TM/18/02591/FL Replacement industrial building: vehicle parking & tracking site plan; removal of fencing & explanatory information - Oaktrees, Borough Green Rd, Wrotham. After discussion agreed response: BGPC does not support any development on Green Belt land, particularly north of the village.
- (v) TM/18/03067/FL Replace workshop buildings with 3no dwellings, parking and amenity areas – 22 The Landway. Objection: over-intensification of site and lack of adequate access and turning circles.
- (vi) KCC/TM/0416/2018 Variation of condition to allow retention of electricity sub-station until 2050 – Stangate Quarry Agreed that there is a great need for increased monitoring of air quality, vibrations and acoustic testing. Cllr Millener will prepare a response.
- (v) TM/18/03052/FL Quarry House, Quarry Hill Rd - demolition of office building and construction of 8no dwellings and associated works. All Cllrs had received emailed comments from Cllr Taylor. After discussion Chairman proposed: no observations provided that the new development does not exceed the current permitted development footprint. Voting was 5 in favour; 1 abstention. **RESOLVED.**
- (vi) TM/19/00199/FL Removal of condition 6 (opening hours) – Brackenhill Service Station, Maidstone Rd. Objections: Night time noise pollution causes serious disturbance to residents, particularly in Normanhurst Rd and adjacent roads.
- (vii) KCC/TM/0422/2018 Gas metering kiosk – Stangate Quarry. No observations.
- (viii) KCC/TM/0419/2018 Variation of conditions to extend life of the Utilisation Plant & electricity generation from natural gas during peak periods until July 2050 – Stangate Quarry. No observations.
- (ix) TM/18/00988/FL 1no additional dwelling – 31 Harrison Road. Appeal lodged.

191. 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 T&M Draft minutes of AGM Nov.2018 (copies to all Cllrs)

KALC T&M Details of events incl annual planning conference 15.3.19 (copies to all Cllrs)

T&MBC JTB minutes 26.11.18 and agenda 7.2.19 (copies to all Cllrs)

T&MBC PPP minutes 15.11.18 (copies to all Cllrs)

Skate Park Cttee Inspection report Jan 2019 (copies to all Cllrs)

T&MBC JTB minutes 26.11.18 (copies to all Cllrs)

T&MBC Area 2 Planning agenda 23.01.18 (copies to all Cllrs)

T&MBC May 2019 election information and forms (copies to all Cllrs)

KALC T&M NALC press release: standards regime for councillors (copies to all Cllrs)

KCC Changes to local bus services Jan 2019 (copy to all Cllrs)

KALC Invite to Lord Lieutenant's Annual Civic Service 12.03.19 (copies to all Cllrs)
Cllr Perry will attend.

T&MBC Election briefing for prospective Cllrs 6.2.19 (copy to all Cllrs) It is thought that this is primarily for prospective Borough Cllrs

SP

192. Potters Mede Grounds and Pavilion

- (i) Condition and maintenance of the ground: no report
- (ii) Dog fouling – as discussed under item 189 of the agenda
- (iii) Improved watering system: Cllr Millener is ascertaining type of hosepipe required and cost
- (iv) Agreed no objection to hire of premises by a resident from Larkfield who is a member of PMSG

SM

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193. **Recreation Ground**

- (i) Bowls Club lease: no report
- (ii) Dog fouling– as discussed under item 189(vi) of the agenda
- (iii) The Groundsmen will be asked to tidy entrance to the ground, particularly adj to the Black Horse

194. **Village Enhancements**

- (i) Salt bins: over a period of time salt solidifies in the bins. Consideration was given to engaging KCC to replenish bins as required but agreed that Groundsmen will be asked to give priority during the winter months to see that bins are full and salt is broken up ready for use. This will also be done at intervals throughout the year. Thanks were expressed to a resident who salted the footways in the High St and on the railway bridge during the recent inclement weather.
- (ii) The excellent work undertaken by Railtrack in resurfacing the Station Car Park and Station Approach was noted.
- (iii) It was again noted that the Sevenoaks Rd gateway entrance to the village needs enhancement.

195. **Financial Matters**

Clerk is liaising with the Internal Auditor regarding details of his 6m Report 2018/2019. RESOLVED that the fee of £374.30 be paid.

196. **T&MBC Local Plan**

As discussed under item 189(vii) of the agenda

197. **Standing Orders**

Chairman had circulated further copies of the Model Standing Orders with updated BGPC proposed amendments. Agreed to consider at the next meeting.

198. **Defibrillator**

Cllr Perry advised that siting a defibrillator at the station is proving a problem and therefore he will look for a possible alternative site.

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199. **H+H Celcon Ltd**

- (i) It was reported that noise nuisance from H+H plant is affecting more residents who are again asked to keep a record of instances. Agreed that Cllrs Millener and Shaw will submit prominent article for The Voice. T&MBC EHO will be asked to take serious action.
- (ii) There is also extreme concern about dust and debris being deposited on the highways through the village. Also, the lorry movements on the A25 in the early hours of the morning is causing unacceptable noise and vibration nuisance. A meeting with H+H Celcon will be requested.

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200. **Written Reports**

- (i) Skate Park: agreed that any faults/problems noticed by the Groundsmen during daily inspections will be reported to BGPC Clerk who will refer them to Wrotham PC for attention.
- (ii) Cllr Perry reported on proposed changes to refuse collection services later in the year.
- (iii) T&MBC will be asked to include already proposed Fairfield Rd parking restrictions in the Parking Plan.
- (iv) Cllr Perry will liaise with the Baptist Chapel re surface water running off their land to the SW corner of the village hall car park: when this freezes it is potentially hazardous to pedestrians.
- (v) Cllrs Taylor and Shaw attended a meeting with S Water re flooding and odours from drains on the A25. KCCllr Rayner has been asked to ensure that drains are cleaned regularly. T&MBC EHO will be asked to inspect all restaurants and takeaways in the village to ensure that they are not improperly disposing of fats down drains. Cllr Perry advised that he is also in discussion with KCC Highway Stewards in this connection. Public awareness will be raised in The Voice.

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201. Cheques for Signature

Online Payments:

	£3619.49	Staff salaries Jan 2019	
	£1600.26	KCC - Superannuation Jan 2019	
	£64.66	Zen Internet Ltd – email subdomain 2019/2020	
	£374.30	D Buckett – internal audit (final) 2018/2019	
	£99.00	WEX Europe Services (UK) Ltd – fuel for equipment	
	£295.61	Ford Lease – vehicle lease February 2019	
	£331.00	EDF – supply, Potters Mede, February 2019	
	£15.00	EDF – supply, Recreation Ground, February 2019	
4113	£540.00	KG Clarke - earthquake main pitch - Potters Mede	
4114	£66.00	KCC - Load testing street lights, contribution	
4115	£85.98	M Taylor - Hi-vis vests (reimbursement)	
4116	£36.00	CPRE - Subscription 2019/2020	
4117	£1599.73	H Damiral - computer equipment (reimbursement)	
4118	£95.84	B Glew - Vehicle and mower sundries (reimbursement)	
4119	£257.61	Cash - Petty cash Jan 2019	

Bank reconciliation December 2018

B/F Dec 2018	211925.09
Receipts Dec 2018	<u>722.70</u>
	212647.79
Less Payments Dec 2018	<u>12307.04</u>
c/f 31/12/18	<u>200340.75</u>

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

202. Future dates

- (i) Date of the next meeting Monday 4 March 2019 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 2 March 2019 10-12 noon.
- (iii) Date of Annual Parish Meeting: Friday 26 April 2019 8pm in BGVH. Representatives from local organisations will be invited to give reports.
- (iv) Date of Annual PC Meeting: Thursday 9 May 2019 7.30pm in The Annexe to The Church of the Good Shepherd

All

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All

203. There were no confidential matters for discussion.

The meeting closed at 9.57 pm