

DRAFT Minutes of the Meeting of Borough Green Parish Council held at 7.30pm on Monday 9th September 2019 the Church of the Good Shepherd Annex
Present: Cllrs Mike Taylor (Chairman), Tim Shaw, Steve Perry, Gary Green,
Cllr Millener arrived at 8.21

There was three members of the public in attendance, and Cllrs Rayner and Palmer

79. **Apologies for Absence**

Cllr Gould,(sick) Cllrs Włodarczyk& Reading (other meetings)
Cllr Simpson Holiday
Mrs Damiral, (Clerk) Hazel now recovering well.

80 **Co-options and Declarations of Acceptance.**

Mr Adam Wray had asked to be co-opted,
Chairman offered members the opportunity to question Mr Wray, in lieu of a formal interview, and proposed Mr Wray be co-opted to the Council - AGREED
Cllr Wray signed the Declaration of Acceptance

81. **Declarations of Interest:**

Chairman abstained from Cheques, as he has a reimbursement cheque on the list.

82. **Minutes of the Meeting 5th August 2019:** confirmed and sign signed as a correct record

83. **Matters arising** There were no matters arising

84. **Period for Public consultation:**

Cllr Palmer Reported that a further leaflet about the new waste service would be mailed shortly to every household.

Cllr Rayner reported on the meeting with the Play Area Revamp campaign.

Chairman moved that agenda item 88(iii) be moved forward, and invited the members of the public, from the Group, to join in the discussion. It was agreed that the scheme had a lot of merit, and the Chairman congratulated the group on their work raising funds and the campaign profile. Cllr Rayner would assist with funding requests to KCC and Landfill and Aggregate Charities. The Parish Council agreed that the nominal £20,000 that was possibly being earmarked for renewing safety surfacing could be applied to the project, and that PWLB money could also be made available. Cllr Perry noted ring-fenced Section 106 money could be used Low level LED Floodlighting discussed.The Revamp Committee would continue to liaise with Manufacturers, and Cllrs Wray and Green were appointed as our liaison. As Landowner and Equipment Owner, and for VAT purposes, the Parish Council would take the lead on the project. As a way forward, informally AGREED.

Cllr Rayner then reported discussions at KCC:

(i) Fibre Broadband rural roll-out, Basted, Crouch & Ivy Hatch, apx £2500 cost per house shared by KCC and Government.

(ii) Paul Carter is standing down as Leader of KCC

(iii) KCC Brexit preparations

Cllrs Rayner and Palmer left for other meetings, as did the members of the Public.

85. **Planning matters** to hand:

(i) decision notices as circulated - noted

(ii) **TM/19/01955/FL** 139 Maidstone Road Demolition of existing conservatory and erection of a single storey rear extension **No observations**

(iii) **TM/19/02006/FL** 17 Wye Road Demolition of rear conservatory & side porch, erection of new single storey rear extension & side extension **No observations**

(iv) **TM/19/01667/FL** 8 Rock Rd. Demolish porch and conservatory. Erect 2 storey rear extension and block drive. OBJECT - Overdevelopment, loss of neighbour privacy light and enjoyment

(v) **TM/19/01024** 41 Western Rd 14th August : Cllr Perry reported on his presentation to Area 2 Planning Committee. Approved, but with informative that site access should be through TMBC Carpark

Action

AW/GG

MT

86. Correspondence

Correspondence for noting (*Circulated to all Councillors*)

- PWLB notification
- HMRC Receipt for online submission
- Churchill request for CCTV
- KCC Diversion MR248 Nepicar Farm

Correspondence for discussion (*Circulated to all Councillors*)

- Kent Police Monthly update - Noted
- PPP/KALC Planning Training - Chairman to liaise with other Parishes to arrange a group training day locally
- Ightham Scouts Pavilion Grand Opening - Chairman to attend
- Mr Willard - damage email - Chairman to write and offer non-liability contribution in honour of Mr Willards contribution to Potters Mede

MT

MT

87. Potters Mede Grounds and Pavilion

- (i) Ratify upgrading of security, gates, lighting and container - Chairman noted upgrades - AGREED
- (ii) Approve order for carpet cleaning and investigate spill kit.- AGREED
- (iii) Ratify call-out of Dynorod - blocked drains - AGREED
- (iv) Zurich claim, Chairman & Clerk to discuss increasing cover
- (v) Chairman noted the strong increase in PM bookings through the year, and that a new Martial Arts class would start in October 9-12pm Saturdays
- (vi) No other action required

MT/HD

88. Recreation Ground

- (i) Bowls Club Lease-signed by Chairman, Witnessed Cllr Shaw
- (ii) Ratify upgrade to post and shed security - AGREED
- (iii) Play Area upgrade - moved to Public Session
- (iv) To note Landscape Services report
- (iv) No other action required

89. Village Enhancements

- (i) Sponsorship signs Greenacres ordered L&G Signs
- (ii) Crowhill & Staley's Acre Play Area takeover - awaiting TMBC response
- (iii) VH Public Toilets - strong Public support for the Parish to take over the facility
- (iv) No further action required

90. Financial Matters

- (i) Clerk Mrs Hazel Damiral reinstatement as Bankline Administrator - in progress - NOTED
- (ii) HMRC online reporting now in hand.
- (iii) Wrotham PC Clerk doing wages PAYE and Pensions, awaiting invoice.
- (iv) To agree further cheque signatories, Cllrs Perry and Wray to be submitted to Natwest
- (v) Cllr Millener signed cheques and list, Cllr Gould to countersign 10th Sept
- (vi) No further action required

91. T&MBC Local Plan

- (i) Draft Local Plan- September consultation start still awaited
- (ii) no further action required

92. BMPOS

- (i) nothing to report

93. Defibrillator

Siting of additional equipment - Cllr Green & Perry to liaise with electrician and Black Horse, awaiting approval from Landowner

GG/SP

94. H+H Celcon Ltd

- (i) awaiting further meeting re HGVs
- (ii) Cllr Millener authorised to seek further quotes from Noise Consultants, and circulate

SM

95 **Written reports:** to receive reports, if submitted, from County & Borough Cllrs. & BGPCllrs. who sit as representatives on local organisations + Clerks' Report.

(i) Cllr Perry noted that the Baptist Chapel had carried out its annual grounds closure on the 26th August to establish private use.

96. **Cheques for Signature:** to approve payments as listed and circulated to all Cllrs. Chairman noted that Cllr Millener had checked listings and cheques, and signed them off, Cllt Millener had signed the cheques, and Cllr Gould will countersign after the meeting. Cheques proposed Cllr Perry, Seconded Cllr Shaw - Chairman abstained - RESOLVED

Online Payments:

None

Direct Debits

£182.81	WEX Europe Services (UK) Ltd – fuel for equipment and vehicle
£ 16.84	WEX Europe Services (UK) Ltd – fuel for equipment and vehicle
£ 77.10	WEX Europe Services (UK) Ltd – fuel for equipment and vehicle
£301.32	Ford Lease – vehicle lease July 2019
£470.21	E-ON Streetlighting Aug 19
£470.21	E-ON Streetlighting Sept 19
£100.92	BT

Cheques to ratify salaries Paid 28th August

4203	£3859.94 Staff Wages
4204	
4205	

Current for payment

4206	£1697.40	KCC Kent Pensions due 19 July
4207	£22.50	Green Thumb WM
4208	£19.03	Kent Aluminium
4209	£322.50	Streetlighting
4210	£399.05	Skatepark Maintenance Inv 64
4211	£276.00	(Messenger Mobile Svces Ltd) Dyno Rod drain blockage PM
4212	£55.00	Tim Powell Security Welding PM
4213	£540.00	KG Clarke Weedspray PM
4214	£247.58	Godfreys Service Repair mower PM
4215	£1053.38	M Taylor reimbursement Security Eqpt PM & Rec
4216	£ 9.54	B Glew reimbursement tools Potters Mede
4217	£17.99	R Springett reimbursement Jerry can PM

To Ratify Staff wage payment due 28th August AGREED

Receipts to note

£105.84	WPC Skatepark Maintenance litterpicking BACS
£146.00	Nisa Tennis Court Cash - replaced with cheque to Post Office

97. **Future dates**

(i) Date of October Meeting: Monday **7th October 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 **5th October 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.

98. **Exclusion of Public and Press:** Pursuant to Section1(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.

Discussion of Staff management and appointments (see Part 2 addendum to minutes)

Chairman closed the meeting at 2145hrs