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Established 1934

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DRAFT Minutes of the **BOROUGH GREEN PARISH COUNCIL MEETING** held at **Borough Green Bowls Club** on **Monday 6th January 2025** starting at **1930**. The meeting was not recorded. Members are reminded of the importance of Section 10 of Standing Orders regarding confidentiality of Part 2 discussions and documents. Please refer to our Data Privacy, Use and Retention Policy, which is published on our website.

Present: Cllrs Taylor (Chair), Ramsden (Vice Chair), Butterfill, Reid, Heselden, Shaw, Millener, & the Clerk, There was one member of the public, who declined to speak.

Chairman wished everyone a Happy New Year

163. Apologies for Absence Cllrs Thrush & Reading

164. Declarations of Interest - Chair & Cllr Ramsden abstain on Payments

165. Minutes of the meeting 2nd December 2024 - AGREED

166. Submissions by County and Borough Members and Members of the Public

Cllrs Palmer (TMBC) and Cllr Rayner (KCC) both referred to the Moto application, which is scheduled for an appeal hearing 9/10th January, and the outlook is promising, that TMBC's refusal may be upheld by the Inspector. Cllr Rayner spoke about devolution, and that KCC and Medway had submitted a joint bid to become a Combined Mayoral Authority, but the decision will not be known until the end of the month. There was some discussion about District Councils, and the most likely option is the County might be split into 4 Strategic Authorities, our own probably being TMBC, Tunbridge Wells, Sevenoaks and Maidstone, but that is purely speculative at this time. Cllr Butterfill will circulate the LGO report on Devolution

167 Matters Arising -

- (i) Two Councillor Vacancies, No applications, despite wide ranging publicity, but they will be promoted at the 30th January COGS Village Event
- (ii) Groundsman Vacancy - there has only been one applicant, who impressed the interview panel with his qualifications and attitude. After some discussion in Part 2 it was unanimously agreed that the Clerk will send a letter of appointment, for full-time employment at Scale Rate to commence 1st April for a 6 month trial, allowing a 3 month training period for the current Groundsman's retirement in July.
To Appoint sole applicant as Groundsman from 1st April 2025 - AGREED

168 Planning Matters

- (i) To note Planning Notices as circulated
- (ii) Current applications and **responses** as circulated,
Moto Appeal update - Appeal Hearing 9 & 10th January

Applications for consideration

24/01987/PA 42 High St Change of use - commercial to dwelling (Pharmacy) NOTE PHARMACT REMAINS

24/02062/PA 34 HAZELBOURNE AVE, conservatory

24/01909/PA LDC 8 The Avenue, Loft Conversion - rear facing dormer

24/01911/PA 8 The Avenue, single storey rear ext, external wall insulation, and Front Porch

24/01926/PA listed building. 10 Maidstone Rd, conversion existing commercial garage to 4 residences, 7 Parking bays. Planning Permission already granted under 24/00926.

NO OBSERVATIONS

169 Potters Mede

- (i) Update -Fibre installation £8000 - proposed switch to 4G/5G Contract signed for 4G/5G hubs with "Three" , 2 hubs @ £11 each +vat, 24 month contract, 30 day trial. monthly Direct Debit Payment - AGREED
- (ii) Update power supplier - Clerk to progress when internet operative.
- (iii) Thank you letter from NA Group
- (iv) BG Scouts - defib battery, soundproofing. Advised there is already a working AED at Potters Mede for public use, and that the building was already fully soundproofed with no close residential neighbours. Cllr Millener to check Scouts defib is correctly charging

170 Recreation Ground

- (i) Pavilion Refurbishment - Working Group- Cllr Thrush sent in a written update (appx 2) , with a Honeycomb scheme to waterproof from the outside, the better option. There was also an alteration to the roof re-tiling quote using all new tiles - AGREED
- (ii) Environment Agency - stream silting - letter written
- (iii) Rubble dumped on bank adj Black Horse Mews - letter written
- (iv) CCTV image - go-cart, some pitch damage - reported to Police

171 Community Issues

- (i) Thanks to SE 4x4 Santa. Cllr Butterfill reported a much higher turnout than the last couple of years, and that this could become a regular village tradition
- (ii) Police Liaison Group - Cllr Heselden volunteered as co-ordinator with businesses, Clerk and Police
- (iii) VH Carpark charging goes live 19th Jan. wish them well, but have serious concerns for High St shops. Clerk to ensure Council (and TMBC) vehicles are included on "White List"
- (iv) COGS 30 Jan 1900 - village event - Cllrs Reid and Butterfill volunteer to run PC table, but all members are urged to attend. Chair to supply various pictures, maps and historic minutes There will be a cost to COGS of about £400 to run the event and provide refreshment - donation of £200 - AGREED

172 Village Enhancements & Green Spaces

- (i) Still waiting Planners re surgery carpark lighting
- (ii) IQE trees and fencing damage -Groundsman attended- trees cut up, fence repaired

173 Financial Matters

- (i) Responsible Financial Officer reports strong financial position.
- (ii) Bank Reconciliations & Balance 31 December 2024 Total Bank Balance £226,176.28
- (iii) To approve Payment List (Apx 1). Prop Cllr Butterfill 2nd Cllr Millener, Chair & Cllr Ramsden abstained
Invoices checked : Cllrs Shaw & Millener (Note this takes place in the open meeting, and any councillor can query any item r payment)
- (iv) Clerk - funding - two new streams, explore the Cost of Living Support grant, and Chair to resubmit our KCC Alliance Bus application. - AGREED

174 Website & Social Media No report

175 Neighbourhood & Local Plans

- (i) TMBC Local Plan still on hold awaiting new NPPF, new Engagement Strategy,
- (ii) Proposed changes to Planning consultation and Local Engagement

176 Highways & Streetlighting

- (i) Speed Indicator Devices - ongoing
- (ii) Darkhill HGV Parking - still arguing - KCC happy to waste money on Darkhill roundabout, but refuse to put lines in to break up HGV queues. - ongoing
- (iii) KCC Active Travel and Road Safety - circulated

177 Quarries & Landfills

- (i) BGSP - Mud on Road - Update - Enforcement have decided to start all over again.

178 Councillors Reports from outside Bodies (max 3 min)

- (i) None

179 Future Dates

(i) **Date of next meeting 3rd February 2025 1930 BOWLS CLUB**

At all other times contact the Clerk using the details above

There being no further business, Chairman closed the meeting at 2047

180 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 item.

Part 2

Staff Matters - Appointment of Groundsman. AGREED, see item 167 (ii)

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APPENDIX 1

BGPC Payments List January 2025	£
Staff Costs	
Staff Salaries	6,280.32
HMRC	2,101.79
KCC Pensions	2,576.00
BACS Payments	
Astra, inv SI-109573	30.00
Astra, inv 109050	30.00
Green Craft, inv 1088	435.60
Nu Venture, inv 3102	833.00
Commercial Services (July, Aug, Sept), LS212134	529.54
Commercial Services, inv LS211969	183.26
DR public toilets	300.00
RS	149.14
MT	55.98
BG	47.59
DD Payments	
Zen Internet (monthly charge)	13.79
National Domestic Rates RG	57.00
COGS - The Voice Magazine	300.00
Bank Charges *	17.63
Npower* - streetlighting	270.61
Npower* - public convenience	255.22
EDF (PM)*	443.00
EDF (RG)*	60.00
Castle Water*	27.28
Castle Water*	21.56
Stellantis (formerly Vauxhall Finance)	544.80
Total	15,563.11
NB: Receipts during Dec 24 (exc bank transfers)	1,986.66
TOTAL BANK BALANCES	226,176.28
Signatures Cllrs Shaw & Millener	

Appendix 2

Pavilion refurbishment notes from Cllr Thrush

On the 3rd December Contractor carried out a trial dig behind the pavilion to expose the rear wall and investigate its current state. He dug down 500mm and found the concrete retaining wall (approx. 9 inches thick) and the 4 inch thick brickwork wall sat on top. All in a fair state given its age.

He advised exposing the rest of the retaining wall, insulating and applying a damp proof membrane to the wall. Either battering back the earth behind, or building another retaining wall (dwarf wall) to hold the earth back. I propose building another brick dwarf wall with some compacted hardstanding between that and the pavilion wall to prevent any slips in the future. Contractor needs to update his quote for the above works.

He has also provided an amended quote for the roofing works, now including the replacement of all tiles. Total is £8,809 (incl. VAT).

Next step is to agree a price with the Contractor to complete the excavation/ damp proofing work and a suitable date (probably Spring) to carry this out.