

# **BORDEN PARISH COUNCIL**

**All members of Borden Parish Council are summonsed to attend the  
FULL COUNCIL MEETING OF BORDEN PARISH COUNCIL to be held on  
Thursday 21<sup>st</sup> October 2021  
In the Borden Sports Pavilion, Wises Lane at 7pm**

*Julie Miller*

Julie Miller, Parish Clerk

clerk@bordenparishcouncil.gov.uk

13<sup>th</sup> October 2021

## **A G E N D A**

### **1. APOLOGIES FOR ABSENCE**

### **2. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

### **3. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MEETINGS:**

- a. Full Council 10<sup>th</sup> June 2021 (Appendix A)
- b. Finance and General Purposes Committee 22<sup>nd</sup> July 2021 (Appendix B)
- c. Finance and General Purposes Committee 24<sup>th</sup> September 2021 (Appendix C)

### **4. PUBLIC PARTICIPATION SESSION –**

*The period of time designated for public participation at a meeting in accordance with standing order 3 above shall not exceed 30 minutes unless directed by the chairman of the meeting, a member of the public shall not speak for more than 5 minutes. a question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given*

- a. Police/PCSO – new PCSO Jake Marsh
- b. Parishioners
- c. County/Borough Councillors (a written report must be submitted three days before the meeting)

### **5. FINANCE**

#### **a. To approve accounting statements September 2021**

Chair and RFO to sign the bank reconciliation and bank statement balances

(Appendix D)

#### **b. To approve the accounts for payment**

Approved signatories to sign the BACs payment list

<b>Payee</b>	<b>Inv Date</b>	<b>Inv No</b>	<b>Description</b>	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
Ms Miller			Clerk Wages Oct 21	£726.06		£726.06
Ms Miller			Clerk Expenses Oct 21	£181.09		£181.09
HMRC			PAYE Oct 21	£227.24		£227.24
Fryer Cleaning & Maintenance	30/09/2021	11741	Maintenance of Memorial & Centenary Gardens	£460.80	£76.80	£384.00
John England	03/10/2021		Playstool Inspections 12/09-03/10	£40.00		£40.00
Waveney IT	01/10/2021	1352	Monthly mailbox charge	£5.99	£1.00	£4.99
Playfix	04/10/2021	1494	New Springer and roundabout service	£1,290.00	£215.00	£1,075.00
Office Reality	27/09/2021	8614	pavilion tables and chairs	£1,952.64	£325.44	£1,627.20
Arthur J Gallagher	30/09/2021	1891376	Insurance	£3,862.18		£3,862.18
Steve Wakelin	21/09/2021		two gate closers on Playstool	£1,180.00		£1,180.00
Steve Wakelin	21/09/2021		Third install of outdoor gym equipment	£475.80		£475.80
Euroloo	01/09/2021	202799	Toilet Servicing 01/09- 30/09	£120.00	£24.00	£96.00
				<b>£10,521.80</b>	<b>£642.24</b>	<b>£9,879.56</b>

- c. To consider application to Swale Members Grant for Jubilee Beacon
- d. To consider application to Western Area Committee Fund – by 12<sup>th</sup> November 2021.

## **6. ACTIONS TAKEN IN RESPONSE TO COVID-19**

- a. To receive update on COVID-19 response.

## **7. GOVERNANCE AND ADMINISTRATION**

- a. Remembrance 2021 – to agree wreath laying.
- b. To note update on Roll of Honour Board.
- c. To note update on meeting with school regarding Parish Cup.
- d. To consider applying for 'Together for Our Planet' National Lottery funding for EV charging points.

## **8. PLANNING MATTERS**

- a. To receive update from SBC on s106 funding for Borden.
- b. To receive update from Neighbourhood Plan Working Group.
- c. To consider request from SDP Consulting Engineers for extension to speed limits regarding Manor Farm development – Abbey Developments Ltd.

## **9. OPEN SPACES**

- a. To receive update from Cllr Emery on Playstool Working Group
- b. To note permission from insurance company to paint steps, subject to method statement and risk assessment.
- c. To receive tree inspection report
- d. To received update on wildflower meadow sowing
- e. To discuss byelaws – Cllr Sims
- f. To discuss Christmas Lights – Cllr Sims

## **10. BORDEN NATURE RESERVE**

- a. To discuss lease renewal and access to grant funding – Cllr Butlin

## **11. HIGHWAYS**

- a. To receive update on Lorry Watch.
- b. To receive update on Highways Improvement Plan.
- c. To receive update on the use of Maidstone Road as a diversion for the A249.
- d. To receive update on ownership of Woodgate Lane.

## **12. CONSULTATIONS FOR COMMENTS**

There are none.

## **13. EXTERNAL MEETINGS**

- a. To note any external meetings attended by councillors.  
28/09/2021 SAC AGM – Cllr Butlin  
06/10/2021 Flood Warden Training – Cllr Bolas
- b. To note any future meetings  
19/10/2021 – Local Plan Review Event SBC  
13/11/2021 – KALC AGM  
14/12/2021 – Western Area Committee SBC

## **14. CORRESPONDENCE**

There is none.

## **15. PLANNING APPLICATIONS – view on <http://pa.midkent.gov.uk/online-applications/>**

- a. Planning Applications to consider for comments
  - i. 21/505290/FULL Address: 97 Brier Road Borden Sittingbourne Kent ME10 1YL  
Proposal: Demolition of existing garage. Erection of two storey side extension and a single storey rear extension, incorporating re-modelling to front elevation.

- ii. 21/504972/PNQCLA Address: The Field Barn Woodgate Lane Borden Kent ME9 7QB Proposal: Prior notification for the change of use of agricultural building to 3 no. dwellinghouses and associated operation development. For its prior approval to: Transport and Highways impacts of the development; Noise impacts of the development; Contamination risks on the site; Flooding risks on the site; Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses); Design and external appearance impacts on the building; Provision of adequate natural light in all habitable rooms of the dwellinghouses.

**b. To note planning appeal**

Proposal: Prior Notification for change of use of agricultural building to 1no. dwelling and associated operational development. For it's prior approval to: - Transport and Highways impacts of the development - Noise impacts of the development - Contamination risks on the site - Flooding risks on the site - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses) - Design and external appearance impacts on the building, and - Provision of adequate natural light in all habitable rooms of the dwellinghouses.

Pebble Court Farm Woodgate Lane Borden

An appeal has been lodged by Mr Michael Miller in relation to the above for the following reason: The Council has refused permission for this application

**16. REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES**

- a. Speedwatch – Cllr Downes
- b. Kent Association of Local Councils – Cllr Sims
- c. KALC Swale area committee – Cllr Baldock
- d. Borden Sports Association – Cllr Sims
- e. Heritage – Cllr Harrison
- f. Borden Parish Hall – Cllr Hepburn
- g. Platinum Jubilee working group – Cllr Jemmett

**17. ITEMS FOR INFORMATION ONLY**

- a. Matters for information circulated to councillors (Appendix 2)
- b. To receive any reports from councillors

**18. NEXT MEETING TO BE HELD 18<sup>TH</sup> NOVEMBER 2021**

**Appendix 1**

**MATTERS FOR INFORMATION**

06/09/2021 Kent Plan Bee  
09/09/2021 Government Bulletin 3 September  
09/09/2021 Kent Member Environment briefing  
09/09/2021 NALC Chief Executive's bulletin  
09/09/2021 KCC Commissioned free COVID training  
09/09/2021 JTB Presentation – added to website  
09/09/2021 Local Government Bulletin 7 September  
09/09/2021 KALC News August 2021  
09/09/2021 SBS Mens Shed Conference 8 October  
09/09/2021 Gatwick Airport Northern runway launch  
09/09/2021 Local Plan update – SBC  
13/09/2021 NALC Chief Executive's Bulletin  
13/09/2021 KALC project management course  
13/09/2021 KALC Learning and Development survey  
13/09/2021 Local Plan Update – SBC  
13/09/2021 KALC introduction to planning flyer  
13/09/2021 Letter to town and parish councils – NALC  
13/09/2021 NALC events  
15/09/2021 KALC Finance Conference  
15/09/2021 Local Government Bulletin 10 September  
15/09/2021 Queen's Green Canopy Project  
15/09/2021 Local Government Bulletin 14 September

20/09/2021 Local Government Bulletin 16 September  
20/09/2021 KALC Project Management workshop  
20/09/2021 Swale JTB minutes  
20/09/2021 COP26 funding  
20/09/2021 Flood warden training  
20/09/2021 Local Government Bulletin 15 September  
20/09/2021 Kent Gardens Trust Parks and Gardens Research  
20/09/2021 KALC Training Update  
20/09/2021 NALC Chief Executives Bulletin  
22/09/2021 Swale West Parishes Meeting  
27/09/2021 SAC Cancellation  
02/10/2021 Flood Warden Training  
02/10/2021 Notice of KALC AGM 13<sup>th</sup> November  
02/10/2021 Kent PCC Special Edition newsletter  
02/10/2021 Reconnect locality grant  
02/10/2021 KALC learning and development survey  
02/10/2021 KALC Finance Conference  
02/10/2021 Borden United Charities Grant  
02/10/2021 KCC Commissioned free covid training  
02/10/2021 Public speaking for councillors  
02/10/2021 Invitation to East Kent Prevent Community Roundtable  
04/10/2021 KALC September CEO Bulletin  
04/10/2021 Local Government Bulletin Oct 4  
05/10/2021 Next round of area committees – SBC  
05/10/2021 Kent Plan Bee  
05/10/2021 NALC CEO Bulletin  
05/10/2021 Guide to taking part in Queens Jubilee  
05/10/2021 M2J5 Temporary Road Closure speed limits  
09/10/2021 KALC events October  
09/10/2021 Local Government Bulletin Oct 6  
09/10/2021 Your views on plastic