

**BORDEN PARISH COUNCIL**  
**MINUTES OF MEETING**  
**Held on Thursday 21<sup>st</sup> January 2021**

**Present:** Cllr Bolas; Cllr Broughton; Cllr Baldock; Cllr N Butlin; Cllr J Emery; Cllr B Jemmett; Cllr J Evans; Cllr J Fassenfelt; Cllr J Hepburn; Cllr C Sims; Cllr E Harrison; Cllr Downes

**Apologies:**

**Also in attendance:** J Miller Clerk; Borough Councillor Hampshire; County Councillor Whiting; 4 members of the public

**304. APOLOGIES FOR ABSENCE**

There were none.

**305. DECLARATIONS OF PECUNIARY AND NON-PECUNARY INTERESTS**

Cllr Bolas, Cllr Hepburn and Cllr Downes declared an interest in the parish hall item  
Cllr Sims declared an interest in the planning item for Coppins Lane.  
Cllr Baldock declared an interest in the planning item

**306. CHAIRMAN'S ANNOUNCEMENTS**

There were none.

*The meeting was adjourned to allow members of the public and borough councillors to address the meeting:*

**307. PUBLIC PARTICIPATION SESSION –**

- a. Police/PCSO - The PCSO is not able to attend virtual meetings and is sending email updates.
- b. Parishioners  
Members of the public raised concerns with the planning application for Pond Farm Road. The dangers of the junction and the highways issues that the development would cause were discussed. The perceived lack of signage by the planning authority was also noted.
- c. County/Borough Councillors  
Cllr Whiting asked if the written report could be appended to the minutes.  
Cllr Whiting reported that a member of the public asked about extending the nature reserve to create a buffer around the area. It was noted that this is private land.  
Cllr Hampshire gave an update on the vaccine centre and the planning application in Pond Farm Road.  
Cllr Baldock reported on the response given to the Wises Lane appeal by Swale Borough Council.

Fr Robert was thanked for replacing the windows at the church, it was noted that several residents had contributed to this effort.

*The meeting was reconvened at 19:34*

**308. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MEETINGS HELD ON 17<sup>th</sup> DECEMBER 2020**

It was **RESOLVED** to approve the minutes of the meeting on 17<sup>th</sup> December 2020.

**309. FINANCE**

**a. To approve accounting statements December 2020**

It was **RESOLVED** to approve the accounting statements for December 2020. The Chair and RFO shall sign the accounts at the next available opportunity.

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

It was **RESOLVED** to approve the following payments and the approved signatories shall sign at the next available opportunity: -

Jan-21	Invoice Date	Invoice Number	Services Provided	Gross	Net	VAT
Ms J Miller			Clerk expenses Jan	£ 592.28	n/a	n/a
Ms J Miller			Clerk costs Jan	£ 100.20	n/a	n/a
HMRC			PAYE costs Jan	£ 149.37	n/a	n/a
Fryer Cleaning & Maint	30/11/2020	10335	Maintenance of memorial & centenary gardens	£ 386.40	£	£
Kings Commercial	01/01/2021	492	Clean of toilet	£ 173.33	n/a	n/a
Beverly Ward	07/01/2021	5	Design invoice for heritage board	£ 200.00	n/a	n/a
Beverly	07/01/2021	4	Design invoice for PC board	£ 150.00	n/a	n/a
Fitzpatrick Woolmer	15/12/2020	CW14947/1	Board for Playstool (PC)	£ 1,838.40	£ 1,532.00	£ 306.40
Fitzpatrick Woolmer		CW15022/1	Board for Heritage group (S137)	£ 899.40	£ 749.50	£ 149.90
Steve Wakelin	13/12/2020	14	Playarea sanitising	£ 660.00		
Steve Wakelin	13/12/2020	11	Final payment contract	£ 453.20		

**310. ACTIONS TAKEN IN RESPONSE TO COVID-19**

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

It was noted that the plans to advertise the parish council vacancy will be discussed next month.

**311. GOVERNANCE AND ADMINISTRATION**

**a. To receive quotes for hall alarm system and consider recommendation**

It was **RESOLVED** to proceed with the fire and intruder alarm with Omiga.

**b. To consider village hall 5 year plan and window quotations**

It was **RESOLVED** that Cllr Hepburn shall place the order on behalf of the council.

**c. To consider storage at the parish hall – Cllr Sims**

It was **RESOLVED** to apply for planning permission for the proposed storage at a cost of £235. It was **RESOLVED** to allocate up to a maximum cost of £4500 in the budget when practicably possible.

**d. To note correspondence from government advising requirement that .gov.uk website is administered with .gov.uk email address and to note Microsoft email account being organised – noted.**

**e. To consider Facebook presence – Cllr Fassenfelt**

It was **RESOLVED** to investigate how the parish council can use social media to communicate messages to residents and discuss at the next meeting.

### 312. PLANNING MATTERS

- a. To receive update on Wises Lane planning appeal  
It was **RESOLVED** that the response from the barrister be circulated to councillors prior to being submitted to the Planning Inspectorate.,
- b. To receive update on Neighbourhood Plan initiative – Cllr Butlin  
It was asked if the plan initiative could have a page on the website. A terms of reference for the group shall follow at the next meeting.  
A meeting is planned with SBC on 9<sup>th</sup> February.  
It was **RESOLVED** to designate the entire parish as the area to be covered by the Neighbourhood Plan.

### 313. OPEN SPACES

- a. To consider terms of reference for Playstool working group – Cllr Emery/Clerk  
It was noted that Cllr Baldock shall be added to the group and the terms of reference shall be reviewed and presented at the next meeting.
- b. To review Playstool COVID19 risk assessment  
It was **RESOLVED** to update item 5 with the current government guidance on face coverings.
- c. To receive update on information boards – Cllr Sims  
It was noted that the boards have been ordered.
- d. To note playground inspector shielding and to consider future inspection regime.  
Cllr Emery agreed to carry out the play area inspections in the interim.
- e. To consider permanent sign for toilet use  
It was **RESOLVED** to tape a laminated sign to the toilet with guidance on hygiene and add 'don't forget to use your hand sanitiser'.

### 314. BORDEN NATURE RESERVE

- a. To note update on fly-tipping prosecution.  
There was no further update.
- b. To receive update on Nature Reserve management working group.  
It was noted that a Facebook page had been created.

### 315. HIGHWAYS

- a. To note response from KCC on white post gate refurbishments and that these items have been added to the Highways Improvement Plan.  
It was **RESOLVED** for the clerk to challenge Ryan Sheils on his response as councillors believe he had reported to SAC that KCC would refurbish the white gates.
- b. To receive update on Highways issues reported – Cllr Fassenfelt – noted.
- c. To receive update on renewing of white lines, Wises Lane and Pond Farm Road – Cllr Fassenfelt – there was no further update.
- d. To receive update Highways project  
The meeting with the consultants was reported and it was noted that the briefing with KCC officers will take place on 22<sup>nd</sup> January.
- e. To receive update on the use of Maidstone Road as a diversion for the A249.  
It was noted that Maidstone Road was being used as a diversion prior to the planned periods to enable litter picking on the A249 for safety reasons.
- f. To consider response to KCC Key Street A249 improvements consultation submitted and press release prepared  
It was **RESOLVED** to review the document with concerns over the toucan crossing close to the petrol station.  
It was noted that the press release had been submitted to the Kent Messenger.

### 316. EXTERNAL MEETINGS

#### a. Meetings attended

14/01/2021 Cllr Fassenfelt; Clerk; KCC; PJA Associates – Highways meeting  
(CANCELLED BY KCC)

## **b. Future meetings**

22/01/2021 Cllr Fassenfelt; KCC; PJA Associates – Highways meeting

It was **RESOLVED** to suspend standing orders to allow the meeting to continue for a further 30 minutes.

### **317. CONSULTATIONS**

- a. Swale Borough Council – Brown Signs
- b. KCC Climate Change Survey – to note response submitted.

### **318. CORRESPONDENCE**

- a. **17/12/2020** – Email from resident concerning planning application, Borden Hall Cottages
- b. **19/12/2020** – Email from resident concerning waste Chestnut Wood Lane
- c. **04/01/2021** – Thank you email from resident for support with bench at Heart's Delight.
- d. **04/01/2021** – Invite to join Rural Market Town Group – it was **RESOLVED** to add this item to the next agenda.

*Having declared in interest in item 319 (a) Cllr Baldock made no comment and withdrew from the vote.*

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

#### **(a) APPLICATION REF: 20/505427/OUT**

**PROPOSAL:** Outline planning application for the erection of 6no. dwellings with associated parking provision, utilising existing highways access with pedestrian access, landscaping and other ancillary works. (Access being sought)

**ADDRESS;** Land at Pond Farm Road, Borden, Kent ME9 8LL

It was **RESOLVED** to object to the application.

There are incorrect statements made in the application that invalidate the claims that the application is suitable for the highways access proposed. Highways safety issues will be caused by the proposed access and this would exacerbate an already dangerous junction. The number of personal injury accidents quoted in the application is significantly lower than that in the public records.

This road is used as a 'rat run' during peak hours and serves the local primary school therefore the increase in traffic would cause further highways issues.

The parish council is also concerned about the effect on the nearby conservation area. This is a sensitive edge of an important historic area with Grade One listed church and other listed buildings surrounding the development, the character of the area will be detrimentally affected. The proposed buildings are of a modern design in complete contrast to the existing historic buildings, they will impede the views of open farmland and the view of the rear elevations of the listed buildings. The approach to the conservation area will be marked by a modern development which will alter its context in the village street scene.

The development is not close to transport links, the train station is some distance away, the bus route is infrequent and there are no footways or cycleways in this area. This does not support the sustainable development criteria. There are no local amenities within easy reach of the proposed development, such as shops and there is insufficient healthcare providers in the wider area.

Borden area has a significant need for affordable housing, including bungalows for its growing elderly population. The houses proposed are large executive homes which doesn't meet the local need.

*Cllr Baldock left the meeting 22:03pm*

#### **(b) APPLICATION REF: 20/505852/FULL**

**PROPOSAL:** Removal of a hedge and erection of a fence (Retrospective).

**ADDRESS: 2 Borden Hall Cottages School Lane, Borden Kent ME9 8JS**

It was **RESOLVED** no comment.

**(c) APPLICATION REF: 20/506052/FULL**

**PROPOSAL: Demolition of garage and home office and erection of a single storey side and rear extension.**

**ADDRESS: 6 Coppins Lane Borden Sittingbourne Kent ME9 8JG**

It was **RESOLVED** to object as the extension will overlook the neighbouring property, depriving the resident of light and privacy.

**(d) APPLICATION REF: 20/505732/FULL**

**PROPOSAL: Erection of 1840mm boundary fence 1500mm from highway. (Resubmission of 20/503102/FULL)**

**ADDRESS: 66 Maylam Gardens Sittingbourne Kent ME10 1GB**

It was **RESOLVED** to object as this is not in keeping with the open plan style of the development. The parish council is opposed to the removal of the trees.

**(e) APPLICATION REF: 20/506008/FULL**

**PROPOSAL: Proposed single storey rear extension.**

**LOCATION: Strathblane Hearts Delight Road Tunstall Sittingbourne Kent**

This item was not considered.

### **320. REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES**

**(Reports were circulated prior to the meeting)**

- a. Speedwatch – Cllr Downes reported on the current activity, which is suspended due to COVID-19.
- b. Kent Association of Local Councils – Cllr Sims – a report was circulated
- c. Kent Association of Local Councils Swale Area Committee- Cllr Baldock
- d. Borden Sports Association – Cllr Sims – a report was circulated
- e. Heritage – Cllr Harrison - a report was circulated.
- f. Borden Parish Hall – Cllr Hepburn – a report was circulated.

### **321. ITEMS FOR INFORMATION ONLY**

- a. Matters for information circulated to councillors (Appendix 1)
- b. To receive any reports from councillors

Cllr Butlin reported that BRAD is responding to the Planning Inspectorate regarding Wises Lane  
Cllr Sims asked that the Playstool steps be added to the agenda for an update next month.

Cllr Bolas reported that the larger councils are losing significant revenue and the parish council needs to be mindful of this and consider utilising local resources in the future to ease the pressure on local authority.

### **322. NEXT MEETING DATE – THURSDAY 18<sup>TH</sup> FEBRUARY 2021 7pm**

**Meeting closed at 22:30pm**

### **Appendix 1 MATTERS FOR INFORMATION**

08/12/2020 NALC online events  
08/12/2020 Christmas Card from Swale  
08/12/2020 K Cas Ransomware  
08/12/2020 COVID updates  
08/12/2020 Rural Bulletin  
08/12/2020 KCC Safeguarding supplementary planning document  
08/12/2020 EU webinar  
08/12/2020 NALC chief executives bulletin  
08/12/2020 NALC breaking news

08/12/2020 KCC media release cold weather warning  
14/12/2020 Weekly M20 updates  
14/12/2020 SAC minutes  
14/12/2020 Brexit webinar  
15/12/2020 Width restriction KCC  
16/12/2020 Ryan Sheil's presentation to SAC  
17/12/2020 Seasons greetings from KALC  
17/12/2020 Rural Bulletin  
17/12/2020 NALC Chief Executive's bulletin  
17/12/2020 NALC coronavirus update  
17/12/2020 KALC upcoming events  
17/12/2020 COVID support packages  
17/12/2020 Kent prepared newsletter – Brexit  
17/12/2020 NALC coronavirus update  
17/12/2020 Climate adaption survey  
17/12/2020 Defibrillators and equipment  
19/12/2020 M20 moveable barrier  
19/12/2020 NALC chief executive's bulletin  
21/12/2020 Heavy rain warning  
23/12/2020 Temporary HGV restriction A249, A299, A256  
23/12/2020 Covid updates  
23/12/2020 The rural bulletin  
23/12/2020 KALC news December  
23/12/2020 Highways England updates M20 j3 -5  
23/12/2020 KALC CEO bulletin December  
04/01/2021 Operation Fennel briefing  
04/01/2021 Press release – Statistics released following cross-channel disruption  
04/01/2021 Temporary HGV restriction A249, A299, A256  
04/01/2021 Kent Police Rural Task Force Report  
08/01/2021 RSN Rural Funding Digest  
08/01/2021 Mike Whiting Report  
08/01/2021 Update from .gov.uk COVID 19  
08/01/2021 The Rural Bulletin  
08/01/2021 COVID 19 and the EU transition process  
08/01/2021 Request for items for JTB Swale  
08/01/2021 Local Government Bulletin  
08/01/2021 Vaccine update  
08/01/2021 M20 works bulletin  
09/01/2021 Star count  
09/01/2021 NALC chief executive bulletin  
09/01/2021 KALC training events  
09/01/2021 Coronavirus scam warnings  
09/01/2021 Local government bulletin