

# 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> September 2023** in the Pavilion, Wises Lane at 7 pm

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk

15<sup>th</sup> September 2023

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

### 95. APOLOGIES FOR ABSENCE

### 96. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

### 97. CHAIR'S ANNOUNCEMENTS

### 98. TO APPROVE FOR SIGNATURE:

- a. The minutes of the annual Parish Council meeting held on 17<sup>th</sup> August 23 (Appendix A).

To note £16.00 was incorrectly noted on the August payment list for EDF, as the monthly payment has been reduced to £13.00.

99. **PUBLIC PARTICIPATION SESSION** – *The period designated for public participation at a meeting shall not exceed 10 minutes unless directed by the chairman of the meeting, a member of the public shall not speak for more than 3 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.  
b. Parishioners.  
c. County/Borough Councillors (*a written report must be submitted three days before the meeting*).

### 100. FINANCE

- a. To approve the accounting statement and reconciliation for August 2023 (Appendix B).  
b. To agree to the 2023/24 insurance renewal for £4386.73 plus a £75.00 fee with a total of £4461.73 from Gallaghers for the continuance of the 3-year binding Long Term Agreement (LTA) set up with Hiscox Insurance in 2021. The Parish Hall element is £2583.99, and confirmation has been received that this will be reimbursed to the Parish Council during September by the Parish Hall Committee.  
c. To approve the following BACS list of accounts for payment in September 2023.

SEPTEMBER 23 PAYMENT LIST					
Payee	Budget	Description	Gross	VAT	Net
Staff	Payroll	Staff salary	£ 949.82	n/a	£ 949.82
Staff	Expenses	WFH allowance & milage	£ 29.05	n/a	£ 29.05
HMRC	Payroll	PAYE	£ 280.73	n/a	£ 280.73
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 505.20	£ 84.20	£ 421.00
Kings Commercial	Open Spaces	Toilet Cleaning (11/07-11/08 & 11/08-11/09)	£ 346.66	n/a	£ 346.66
Creative Honours Board	Other expenditure	General contingency	£ 1,008.29	£ 168.05	£ 840.24
Gallaghers	Insurance	Insurance	£ 4,461.73	n/a	£ 4,461.73
J England	Health & Safety	Playstool insptctions	£ 15.00	n/a	£ 15.00
K Little T/A Prestige Plumbing	Pavilion Infastructure EMR	Hot water tanks	£ 2,800.00	n/a	£ 2,800.00
Steve Wakeling	Open Spaces	Bench secure fixings	£ 779.76	n/a	£ 779.76
Fryer Cleaning & Maintenance	Open Spaces	Foliage trim back on The Street	£ 144.00	£ 24.00	£ 120.00
Total BACS payments Aug			£ 11,320.24	£ 276.25	£ 11,043.99
Direct Debits	Budget	Description	Gross	VAT	Net
Waveney IT	IT Costs	Monthly Mailbox charge	£ 18.17	£ 3.03	£ 15.14
O2	Office	Mobile	£ 15.48	£ 2.58	£ 12.90
EE	Office	Broadband	£ 19.20	£ 3.20	£ 16.00
EDF energy	Electricity -Feeder pillar	Electric	£ 13.00	£ 0.62	£ 12.38
N Power	Electricity - Unmetered supply	Electric	£ 81.85	£ 3.90	£ 77.95
Lloyds Bank	Admin	Corporate card	£ 162.44	£ 26.57	£ 135.87
Total DD payments Aug			£ 310.14	£ 39.90	£ 270.24
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Euroloos			£ 159.44	£ 26.57	£ 132.87
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 162.44	£ 26.57	£ 135.87

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- d. Our website provider Hugo Fox has restructured their pricing plans to align with the features and services that they offer. The free service that we currently use will no longer be available from 4<sup>th</sup> October and the Parish Council needs to consider which of the 3 available packages they wish to continue with. To note this was an unforeseen expense and has not been included in the current budget plan.
- e. To consider and agree on a quote for the Nature Reserve pollarding of 62 trees as per the annual arboricultural survey.
- f. Further to May item 43i/4 - To consider various savings options for Playstool S.106 funds.
- g. Homestead View pathway - Further to the September 22 item, consider quotes for types of barriers from Homestead View to the Woodland to stop bikes from entering the area.
- h. Further to August item 89b – To consider the final template for the Nature Reserve byelaws sign and quotes.

## 101. BUSINESS ITEMS

- a. To agree on the Terms of Reference for the newly formed D-Day 80 Working Group.

## 102. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive a report from Wisers Lane Monitoring Group (attachment 1).
  - i. S.106 Woodland area funds - Further to August minute item 88a, consider writing to SBC asking for the wording on the S.106 agreement to be changed from 'maintenance' to 'maintenance & management' to allow more flexibility on how the money is spent.
  - ii. To consider a request received from Quinn Estates to meet with them, SBC Officer & Sittingbourne Rugby Club regarding the deferred planning application 23/500263/REM, to discuss the Parish Council concerns raised at the SBC Planning Committee meeting on 17<sup>th</sup> August.
  - iii. Further to August item 88a – To review the response received from the Swale Enforcement Team regarding plot 22.

## 103. OPEN SPACES

- a. To receive an update on the July agenda item 77a regarding the proposed dog waste bin location for Maylam Gardens.
- b. To receive an update on the status of an oak tree for the coronation along with the location for it to be planted.
- c. To receive an update on the Playstool toilets.
- d. To discuss the emptying of the dog waste bin at Mountview.
- e. Further to July item 77c, review the area of Maylam Gardens Green, to consider the most appropriate location for a proposed bench.
- f. To receive an update on March item 191b, the installation of a waste bin at the bench on Wrens Road.
- g. To discuss the KCC's Nature Recovery Strategy 'Making Space for Nature', which is due to launch in October 23, where they are looking to commence mapping work for areas of particular importance for biodiversity including local nature reserves.
- h. To consider the Christmas tree lights and switch on date.
- i. To consider the Town and Country Planning Act 1990 (section 257): Proposed diversion of Public Footpath ZR117 (part), Borden.
- j. The Wildlife and Countryside Act 1981 - Section 53. The Kent County Council (Public Footpath ZU43 (Part), Borden). Definitive Map Modification Order 2023.
- k. To consider applying for a Chess Table at the Playstool under the Levelling Up Dept who are supplying these under the LU Parks Fund.
- l. The Street / Harmans Corner signpost refurbishment. This item was previously discussed under December 22 minute item 143b. To consider taking this project forward and if so engagement with KCC for permission.

## 104. HIGHWAYS

- a. To note the report from the Highways Working Group (attachment 2).

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## 105. CORRESPONDENCE

- a. To note correspondence from residents and agree on any actions to be taken.
- b. To consider a request received to start foraging workshops at the Playstool. No plants will be uprooted or harmed during the foraging course but the use of the car parking facility for customers has also been requested. The courses would be 2-3 hours with around 5 people attending each would like to run one or two every few months, less in the winter.

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

*Please note the following, unless otherwise stated are a discharge of condition application and not a formal consultation for the Parish Council.*

- 1) **Application: 23/503581/SUB** Grid: 588553/163571. Address: Land at Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 69 (soil management strategy) of planning application 17/505711/HYBRID.
- 2) **Application: 23/503591/SUB**. Grid: 588126/164212. Address: Land at Manor Farm Chestnut Street Sittingbourne Kent ME10 1YU. Proposal: Submission of Details pursuant to Condition 24 - Air pollution scheme in pursuit of application 17/500727/OUT.
- 3) **Application: 23/503592/SUB**. Grid: 588126/164212. Address: Manor Farm Key Street Sittingbourne Kent ME10 1YU. Proposal: Submission of details application pursuant to condition 17 (Code Of Construction Practice) in relation to planning permission 17/500727/OUT.
- 4) **Application: 23/503691/SUB**. Grid: 588553/163571. Address: Land at Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 72 - Low Emission Boiler, Subject to PP/V2255/W/19/3233606 (17/505711/HYBRID)
- 5) **Application Ref: 23/503527/FULL**. PROPOSAL: Erection of a single storey rear lobby extension including internal alterations to create a wetroom. ADDRESS: The Hollies Chestnut Wood Lane Borden Sittingbourne Kent ME9 8DH.  
**Consultation comments due by: 21 September 2023, extension agreed.**
- 6) **Application No: 22/504937/REM**  
Location: Land at Wises Lane Borden Kent ME10 1GD  
Proposal: Approval of Reserved Matters (appearance, landscaping, layout and scale) for Phase 1B, 2A, 2B and 2C for the erection of 209no. dwellings including affordable, together with associated access, landscaping, equipped play, drainage, infrastructure and earthworks, pursuant to 17/505711/HYBRID - Hybrid planning application with outline planning permission (all matters reserved except for access) sought for up to 595 dwellings including affordable housing; a two-form entry primary school with associated outdoor space and vehicle parking; local facilities comprising a Class A1 retail store of up to 480 sq m GIA and up to 560sqm GIA of "flexible use" floorspace that can be used for one or more of the following uses - A1 (retail), A2 (financial and professional services), A3 (restaurants and cafes), D1 (non-residential institutions); a rugby clubhouse / community building of up to 375 sq m GIA, three standard RFU sports pitches and associated vehicle parking; a link road between Borden Lane and Chestnut Street / A249; allotments; and formal and informal open space incorporating SuDS, new planting / landscaping and ecological enhancement works. Full planning permission is sought for the erection of 80 dwellings including affordable housing, open space, associated access/roads, vehicle parking, associated services, infrastructure, landscaping and associated SuDS.  
SBC has received revised details concerning this application.  
Additional documents and amended plans – 21/07/23  
**Consultation comments are due by 21<sup>st</sup> August, an extension has been agreed.**
- 7) **Application: 23/503867/PROW**. Grid: 588215/164071. Address: Land Adj To Dental Close Sittingbourne Kent ME10 1DT. Proposal: Proposed Public Path Orders relating to **footpath ZR117**.
- 8) **Application: 23/503979/SUB**. Grid: 588553/163571. Address: Land at Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 66 - Archaeological field evaluation, Subject to 17/505711/HYBRID (APP/V2255/W/19/3233606)
- 9) **Application Reference: 23/503032/SUB**. Proposal: Submission of details pursuant to conditions 12 (foul and surface water drainage), 15 (sustainable surface water drainage scheme), and 16 (measures within drainage scheme to ensure silt and pollutants can be managed), of application 17/500727/OUT  
**Consultation comments are due by 2<sup>nd</sup> October.**
- 10) **Application Ref: 23/503582/ADV**. PROPOSAL: Advertisement consent for 1no. fascia signs, 9no. totem signs, 2no. plaques, 1no. fence panel sign, 1no. development name sign and 3no. flag poles.  
**Consultation comments are due by 4<sup>th</sup> October.**

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107. **REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES** (Reports to be circulated prior to meeting).

- a. Kent Association of Local Councils – Cllr Baldock, reports circulated as received.
- b. Borden Sports Association – Cllr Sims.
- c. Borden Parish Hall – Cllr Hepburn (attachment 3)
- d. Borden Heritage Group – Cllr Hepburn (attachment 4).
- e. Swale Area Committee – Cllr Butlin (attachment 5)

**NEXT MEETING TO BE HELD ON 19<sup>th</sup> OCTOBER 2023**