

BORDEN PARISH COUNCIL

**All members of Borden Parish Council are invited to attend the
INFORMAL MEETING OF BORDEN PARISH COUNCIL to be held on
Thursday 20th May 2021
Via Video Conferencing at 7pm**

Please see www.bordenparishcouncil.gov.uk for Zoom log in details.

The purpose of this meeting is to discuss and advise the Finance and General Purposes Committee, a small group of councillors formed to take legal decisions socially distanced in Borden Parish Hall, to protect as many members as possible from transmission of COVID-19

Julie Miller

Julie Miller, Parish Clerk

clerk@bordenparishcouncil.gov.uk

12th May 2021

A G E N D A

1. APOLOGIES FOR ABSENCE

2. CHAIRMAN'S FOREWORD

3. 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
- b. Parishioners
- c. County/Borough Councillors

4. FINANCE

a. To review accounting statements April 2021

Chair and RFO to sign the bank reconciliation and bank statement balances at the Finance and General Purposes Committee

(Attachment A)

b. To review the accounts for payment May 2021

(Appendix 1)

Approved signatories to sign the BACs payment list at next available opportunity following Finance and General Purposes approval.

c. To consider grant application Borden Fete Committee £1000 *(Attachment B)*

5. ACTIONS TAKEN IN RESPONSE TO COVID-19

a. To receive update on COVID-19 response.

b. To consider face to face meeting risk assessment.

(Attachment C)

c. To consider face to face meeting guidance.

(Attachment D)

6. GOVERNANCE AND ADMINISTRATION

a. To consider Finance and General Purposes Terms of Reference *(Attachment E)*

b. To consider further update from KCC on costs for electric charging points at Parish Hall.

7. HIGHWAYS

a. To consider Lorry Watch Scheme

(Attachment F)

b. To consider The Street Parking Issues

(Attachment G)

c. To receive update on Highways issues reported – Cllr Fassenfelt.

d. To receive update Highways Improvement project.

e. To receive update on the use of Maidstone Road as a diversion for the A249

f. KCC Key Street A249 Improvements.

i. To note no further response from MP Gordon Henderson

ii. To note KCC complaint response from Simon Jones

(Attachment H)

8. PLANNING MATTERS

- a. To receive update on Wises Lane planning appeal.
- b. To receive update on Neighbourhood Plan Steering Group – Cllr Butlin.

9. OPEN SPACES

- a. To receive update on Playstool working group – Cllr Emery.
- b. To note no further government guidance to affect the Playstool COVID19 risk assessment.
- c. To note key on order from manufacturer for roundabout to check bearings due to issues with turning.

10. BORDEN NATURE RESERVE

- a. To note update on fly-tipping prosecution questions sent to SBC.
- b. To receive update on Nature Reserve management working group.

11. TO RECEIVE REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES

- a. Speedwatch – Cllr Downes
- b. KALC - Swale Area Committee – Cllr Sims
 - i. To consider how to respond to recycling consultation
- c. Borden Sports Association – Cllr Sims
- d. Heritage – Cllr Harrison
- e. Borden Parish Hall – Cllr Hepburn

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

(a) To consider planning applications for comment

- i. Application: 21/502266/FULL
Land Adjacent To Pebble Court Farm Woodgate Lane Borden Kent ME9 7QB Proposal: Partial demolition of existing light industrial unit and replacement of existing flat roof with new pitched roof.
- ii. Application: 21/502265/FULL
195 Borden Lane Borden Sittingbourne Kent ME9 8HR Proposal: Erection of a replacement front porch and a part single storey, part two storey rear extension and a loft conversion. Erection of fount boundary wall with entrance gates and a fence to the side
- iii. Application: 21/501785/FULL Officer:
The Field Barn Woodgate Lane Borden Kent ME9 7QB Proposal: Proposed re-cladding of barn (Part Retrospective)
- iv. Application: 21/502127/FULL
Brierley Hearts Delight Borden Sittingbourne Kent Proposal: Erection of a two storey front extension. Applicant: Mr Corrie Griffin Contact Address: C/O S Graham Architects Limited FAO: Mr Shaun Graham 69 Willow Lane Lancaster LA1 5PR

(b) Lawful Development Certificates for noting

- i. Application: 21/502030/LAWPRO
The Playstool Wises Lane Borden Kent ME9 8LP Proposal: Lawful Development Certificate for a proposed sitting of a metal storage container.
- ii. Application: 21/502228/LAWPRO
229 Borden Lane Borden Sittingbourne Kent ME9 8HR Proposal: Lawful Development for a proposed loft conversion with 2 no. velux windows to front and glazing to rear.

13. ITEMS FOR INFORMATION ONLY

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

14. NEXT MEETING DATE – 17th JUNE 2021

Appendix 1

ACCOUNTS FOR PAYMENT

Borden Parish Council

Payment Schedule		Month	May21			
Payee	Inv Date	Inv No	Goods & Services	Gross	VAT	Net
Ms Miller	30-04-21		Clerk Wages May21	£698.27		£698.27
Ms Miller	30-04-21		Clerk Expenses May21	£153.19		£153.19
HMRC	30-04-21		PAYE May21	£208.48		£208.48
Fryer Cleaning & Maintenance	30-04-21	11022	Maintenance of Memorial & Centenary Gardens	£460.80	£76.80	£384.00
Kings Commercial	05-05-21	00529	Toilet Cleaning	£173.33		£173.33
Citizens Advice			Donation	£200.00		£200.00
M Belsom	18-01-21	188	Security Mesh - Pavilion	£465.60	£77.60	£388.00
Playfix Ltd	29-04-21	1289	Rubber Mulch - Toddle's Slide	£870.00	£145.00	£725.00
SBC	30-04-21	7.22E+09	Broadside	£186.00		£186.00
Chubb Fire & Security	28-04-21	871597	Fire Extinguishers - Pavilion	£436.92	£72.81	£364.11
Total Payment by Bank Transfer				£3,852.59	£372.21	£3,480.38
Direct Debits	Pay't Date					
EDF	01-05-21		Power Supply Pillar in Centenary Gardens	£7.00	£0.33	£6.67
E-on			Streetlight Electricity Supply			
Waveney IT	01-05-21	1206	Exchange Email - Mthly Chg	£5.99	£1.00	£4.99
Waveney IT	28-04-21	1196	Domain Renewal	£87.84	£14.64	£73.20
Lloyds Bank Credit Card - analysis below				£61.50		£61.50
Lloyds Monthly Chg			Mthly Serv Chg Fee	£3.00		£3.00
Euroloo			Toilet Servicing			
Portal Plan Quest Ltd	13-04-21	PP-09735345v1	Planning Application - Storage	£58.50		£58.50
Meno			Total Payments	£3,921.09		
Meno			UTB Account Bal at 1st May	£35,732.80	£31,811.71	
UTB Transfer between Deposit & Current Accounts			From Deposit & Current Accounts	-£25,000.00		

Appendix 2

MATTERS FOR INFORMATION

13/04/2021 Vaccination centres across Kent and Medway
 13/04/2021 Prevent Venue Hire Guidance
 13/04/2021 NALC Online Events
 13/04/2021 Invitation to RSN Seminar – Rural Decarbonisation
 13/04/2021 Chief Executive's Bulletin
 17/04/2021 Local Government Bulletin
 17/04/2021 KALC CEO Bulletin
 17/04/2021 Chief Executive's Bulletin
 17/04/2021 NALC Online Events
 17/04/2021 Rural Market Town Roundup
 19/04/2021 KALC Events Update
 19/04/2021 Local Government Bulletin
 19/04/2021 NALC Online Events
 21/04/2021 Microsoft – Ransomware
 21/04/2021 Scam Letters Impersonating BEIS
 22/04/2021 Local Government Bulletin
 22/04/2021 Local Government Bulletin
 22/04/2021 NALC Online Events

22/04/2021 The Rural Bulletin
22/04/2021 Local Government Bulletin
22/04/2021 MHCLG Minister Response COVID 19
25/04/2021 Local Government Bulletin
25/04/2021 Bitesize Courses at KALC
25/04/2021 Police and Crime Commissioner public meeting
25/04/2021 Chief Executive's Bulletin
29/04/2021 High Court Judgment remote meetings
01/05/2021 NALC Chief Executive's Bulletin
01/05/2021 Local Government Bulletin
01/05/2021 MHCLG Electronic Communications Infrastructure Consultation
01/05/2021 Local Government Bulletin
01/05/2021 DCMS Rural Broadband Consultant
01/05/2021 Local Government Bulletin
01/05/2021 Help spread the word and keep gardens flourishing
10/05/2021 SAC Agenda
10/05/2021 KCC Media Release 'Connect with Nature'
10/05/2021 Kent Police – Church community cyber threat
10/05/2021 NALC Coronavirus Update
10/05/2021 KALC News April
10/05/2021 Grant a Green
10/05/2021 National CSSC Green Message
10/05/2021 Countryside Crown Jewels under threat
10/05/2021 Chief Executive's Bulletin
10/05/2021 Great British Spring Clean
10/05/2021 RSN Rural Market Town Group