



MINUTES OF MEETING HELD ON 17TH OCTOBER 2024

111. **APOLOGIES FOR ABSENCE:** There were none.

In attendance: Cllr Bolas, Cllr Baldock, Cllr Butlin, Cllr Harrison, Cllr Hepburn, Cllr Jemmett, Cllr Palmer, Cllr Sims, Cllr Small, Cllr Smith, Cllr Steadman, Cllr Tumber.

112. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Parish Hall – Cllr Bolas and Cllr Hepburn

Pavilion – Cllr Sims

Planning – Cllr Baldock

113. **CHAIR'S ANNOUNCEMENTS**

The Chair will need to leave by 10 pm this evening, if the meeting has not finished by that time the Vice Chair will take over as Chair of the meeting.

114. **TO APPROVE FOR SIGNATURE**

a. The minutes of the meeting held on 19th September 2024 (Appx A).

It was **RESOLVED** to agree to the minutes of the meeting held on 19th September 2024, which were duly signed by the Chair.

b. The minutes of the Extraordinary meeting held on 9th October 2024 (Appx B).

It was **RESOLVED** to agree to the minutes of the Extraordinary meeting held on 9th October 2024, which were duly signed by the Chair.

115. **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. Apologies sent by PC Topham. The following update was given:

The new PC for Borden is now PC Phil Clemens.

For awareness, there seems to be a series of rural breaks to sheds and outbuildings across Sittingbourne. The offences are mainly in Borden. It is a continuation of the issues spoken about last month. Occurring in hours of darkness and targeting power tools and garden equipment.

The Police are doing what they can to identify and disrupt but asked for residents to be vigilant.

Cllr Smith informed that drones had also been seen in the day.

The Clerk will confirm the new PC's direct contact details and re-send them to the group

b. Parishioners. There were none in attendance

c. County/Borough Councillors (*a written report must be submitted three days before the meeting*).

Cllr Baldock – A report was not submitted before the meeting, but a verbal update was provided. The update included information on the KCC budget and issues with drains, which are typical for this time of year. Several drains have been reported to KCC for being filled with gravel or concrete, and while KCC has started addressing some of these, progress is slow. Additionally, the Kent Members Grant has been fully allocated, with the final portion going to Borden.

Cllr Bolas Inquired about the Danaway soakaway, as trees are being removed to construct a new drainage system and it is unclear what the plans are for the Chestnut Street side of Danaway Cottages.

Councillor Baldock requested that the Chair move the meeting into a closed session.

It was **RESOLVED** to suspend the meeting at 19:10 and move to a closed session regarding the future of community provision.

The meeting resumed at 19:20

BORDEN PARISH COUNCIL

Cllr Baldock provided a Borough update. The application to add the sign at the end of The Street to the local Swale Heritage list has been accepted, and it will be voted on at the meeting on 27th November 2024. However, the application for the Borden Playstool was not accepted due to it not being considered a landscape matter, despite historical significance being argued. This will be submitted for consideration in next year's list.

Cllr Cavanagh – a report was submitted before the meeting.

116. FINANCE

- a. To approve the accounting statements and bank reconciliation, which include the general and earmarked reserves as of 30th September 2024 (Appx C).

It was **RESOLVED** to approve the accounting statements and bank reconciliation as of 30th September. These were duly signed by the Chair.

- b. To review and agree to the budget vs actual report as of 30th September 2024.

It was **RESOLVED** to approve the budget vs actual report as of 30th September 2024.

- c. To approve the following BACS list of accounts for payment in October 2024.

It was **RESOLVED** to agree with the BACS list of accounts for payment in October 2024, noting that the payment to Streetlights of £468.00 will be carried over to the November payment list as the work has been delayed due to weather conditions.

Payee	Budget	Description	Gross	VAT	Net
Staff	Payroll	Staff salary	£ 983.03	n/a	£ 983.03
HMRC	Payroll	PAYE	£ 321.49	n/a	£ 321.49
Staff	Expenses	WFH allowance & D-Day expenses	£ 25.00	n/a	£ 25.00
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 570.60	£ 95.10	£ 475.50
Kings Commercial	Open Spaces	Toilet Cleaning - Aug	£ 173.33	n/a	£ 173.33
J England	Health & Safety	Playstool inspections	£ 60.00	n/a	£ 60.00
JNC Architecture	New Playstool Toilet	Architect - JNC Stage 2 Technical	£ 300.00	n/a	£ 300.00
Streetlights	Utilities	Streetlight maintenance contract (part 2)	£ 725.76	£ 120.96	£ 604.80
Streetlights	Utilities	Repairs - foliage cut back	£ 468.00	£ 78.00	£ 390.00
Cardinus	Open Spaces	Pavilion - revaluation	£ 168.00	£ 28.00	£ 140.00
Swale Shutter and Door Sevcies	Open Spaces	Pavilion - Shutter repair	£ 511.80	£ 85.30	£ 426.50
Borden Sports Association	Admin	Pavilion Hire (annual fee)	£ 250.00	n/a	£ 250.00
Total BACS payments			£ 4,557.01	£ 407.36	£ 4,149.65
Direct Debits	Budget	Description	Gross	VAT	Net
Waveney IT	IT Costs	Monthly Mailbox charge	£ 18.17	£ 3.03	£ 15.14
Hugo Fox	Office	IT Support - Website	£ 11.99	£ 2.00	£ 9.99
O2	Office	Mobile	£ 14.35	£ 2.39	£ 11.96
EE	Office	Broadband	£ 20.71	£ 3.45	£ 17.26
EDF energy	Utilities	Electricity - metered supply	£ 20.79	£ 0.99	£ 19.80
N Power	Utilities	Electricity - Unmetered supply	£ 130.96	£ 6.24	£ 124.72
Lloyds Bank	Admin	Corporate card	£ 494.66	£ 81.94	£ 412.72
Total DD payments			£ 711.63	£ 100.04	£ 611.59
Credit Card Payments	Budget	Description	Gross	VAT	Net
Euroloo	Open Spaces	Toilet servicing	£ 159.44	£ 26.57	£ 132.87
Eco Green Communities	Open Spaces	General maintenance - dog waste	£ 88.20	£ 14.70	£ 73.50
Turnock	Event Planning	Christmas lights	£ 89.76	£ 14.96	£ 74.80
Euroloo	Open Spaces	Toilet servicing	£ 154.26	£ 25.71	£ 128.55
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 494.66	£ 81.94	£ 412.72

- d. To review and agree the external Auditor report for the 2023/2024 Annual Governance and Accountability Return (AGAR).

It was **RESOLVED** to approve the external Auditor report for the 2023/2024 AGAR, which had found the AGAR to be in accordance with Proper Practices.

- e. To consider the external audit advisement on 'completion of audit' under email management that for GDPR purposes Councillors are provided with .gov email accounts.

The External audit letter made a comment under 'email management' that Councillors are provided with .gov email addresses for official council business.

From our current IT supplier, the cost for 13 additional email addresses would be £1018.37 if paid annually and £1121.33 if paid monthly both include VAT (equates to either £5.44 or £5.99 net per address)

After discussion, it was agreed that before a decision can be made a fuller understanding of the GDPR requirement is needed on this matter. The Clerk was asked to find and share the GDPR compliance that relates to .gov email addresses for consideration at a future meeting

BORDEN PARISH COUNCIL

- f. To receive an update on the KCC Member Community Grant and Swale Members Grant requests towards the Playstool play area roundabout (previous minute item 98h).
A KCC Member Community Grant application has been made for £3000. A decision on the grant is awaited and Cllr Baldock advised that it would be at a reduced amount as the full £3000 was not available.
- g. To review and approve a quote for a new roundabout at the Playstool play area, with feedback from Cllr Sims regarding the School's input. Alternatively, consider repairing the bearing of the existing unit (refer to previous minute item 98h).
Cllr Sims shared feedback from the School Council, indicating that their preferred choice for replacing the current roundabout was option 3, the Accessible Whirl.
A discussion followed, weighing the merits of replacing the roundabout versus repairing the broken bearings on the existing one and considering the best course of action.
It was **RESOLVED** that should the decision be made to replace the roundabout, option 3 (the Accessible Whirl) would be the preferred choice as recommended by the School Council. However, before a final decision is reached on whether to repair or replace, the Clerk will explore potential grants, including from the National Lottery, to support the cost of a new roundabout.
- h. To consider the grant request for £300 from Sittingbourne Lights.
It was **RESOLVED** to approve the £300 grant request for Sittingbourne lights, on the condition that the lights are brought to Borden Village and its surrounding areas. Additionally, the Clerk is to be informed of the date when Santa will visit Borden.
- i. To note the quote to supply and erect a barrier at Homestead View has been received at £1058 + VAT, and the contractor has been instructed to go ahead with the work as agreed in May minute item 21g.
- j. To note that the Remembrance Day poppy wreath has been ordered for £41.67 + VAT from the Poppy Appeal and is due for delivery on 29th October 24.
It was **RESOLVED** that Cllr Palmer would lay the wreath on behalf of the Parish Council.

117. BUDGET 2025/26

- a. Finance Committee report (attachment 1)
- b. To discuss the Finance Committee presentation of the 2025/26 initial draft budget requirements and to agree on any necessary changes before the final approval.
The initial draft budget requirements for 2025/26 were discussed and it was agreed that any further questions or suggestions regarding budget items should be communicated to the Clerk in preparation for the next Finance Committee meeting on 14th November 2024, ahead of the final approval.

Cllr Bolas advised that the Nature Reserve Committee will look at the lease requirements and potential costs and report back to the Full Council at a later date.

Cllr Baldock left the meeting at 20:00

118. PLANNING MATTERS

- 1) **Application No: 24/500856/REM** Proposal: Approval of reserved matters (Access, Appearance, Landscaping, Layout, and Scale sought) for levels and earthworks changes for Phase 2F and the Primary School Land pursuant to 17/505711/HYBRID. Location: Land At Wises Lane Borden Kent.
This application is due to be reported to the Planning Committee meeting of the Council to be held on 10th October 2024 at 7 pm, in the Council Chambers at Swale House.
This was noted.

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- 2) **Application 24/500733/SUB** – Land at Wises Lane, Borden, Kent (Rugby Club).
Submission of details pursuant to conditions 20 (construction management plan) and 21 (construction work times) of application 17/505711/HYBRID (part discharge, relating only to Rugby Club).

To address the Parish Council's most recent comments related to a request regarding construction hours, the Planning Agent has provided the following suggested wording to be incorporated into their submission:-

- We have stated that any light spillage is kept to a minimum and that the lighting will be used to access the escape routes as legally required for worker safety.
- All of the compounds and working areas are situated on the far side, away from the nature reserve, to ensure that any impact is mitigated as much as possible.
- We are happy to have the wording as 'any work relating to the pitches due to the proximity to the nature reserve will be between 7:30- and Dusk, works undertaken on the construction of the building will use the inside lights where possible or appropriately sourced lighting during the construction phase'.

The Planning Consultant has asked that if the Parish Council is satisfied this response has addressed their concerns about lighting and its potential impact on the Nature Reserve, can the call-in which was made in March 2024 be removed and this application be dealt with under delegated authority:

It was **RESOLVED** to accept the changes and not to call-in the application.

- 3) **Application 24/501832/SUB**: Proposal: Submission of details to discharge conditions 20 - Construction Management Plan and 21 - Audible Construction Work, Subject to APP/V2255/W/19/3233606 (17/505711/HYBRID): Land At Wises Lane Borden Kent ME10 1GD.

In June 2024, the Parish Council submitted an objection to this application for the use of construction traffic using Cryalls Lane past the Nature Reserve into the Australia Estate.

In July 2024, the Planning Consultant advised that the Planning Agent addressed the objection, confirming that construction traffic will not route past the Nature Reserve into the Australia estate. The designated route is outlined in the Traffic Management Plan available on the Council's website.

The Planning Consultant has now asked that in light of this clarification, is the Parish Council satisfied that their concerns have been addressed.

The information was considered and discussed along with a further update from the Case Consultant advising that the applicant has amended the wording of the description to exclude condition 21. Condition 21 is a compliance condition and effectively just requires them to comply with construction hours stated within the wording of the condition. Also, the applicant has served a Deemed Discharge Notice under Article 28 of The Town and Country Planning (Development Management Procedure)(England) Order 2015. This means that the Local Planning Authority have to determine the application before 24 October 2024 otherwise the condition will automatically be discharged. Meaning that there is no opportunity for the application to be determined by Committee.

It was **RESOLVED** to agree to the discharge as they have clarified what has been asked.

119. **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 REF: 24/502787/SUB** PROPOSAL: Submission of details pursuant to condition 7 (External Lighting Scheme) of application 23/500263/REM. ADDRESS: Land At Wises Lane Borden Kent ME10 1GD.

Consultation comments are due by 23rd October 24.

It was **RESOLVED** that the Parish Council continues their objection to this application as they do not feel that the information provided has met their concerns on the wildlife and ecological impact of the lighting on the site.

The Parish Council would like this called-into Committee along with advice from KCC Ecology.

It was proposed that the Parish Council contact KCC Ecology to review the amendments by the applicant regarding lighting and particularly the impact on the Nature Reserve.

It was **RESOLVED** to agree to the above proposal

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2. **APPLICATION REF: 24/503571/FULL** PROPOSAL: Replacement of entrance doors, removal of existing air conditioning unit and erection of a 1.8m high hit and miss fence around a new air condensing unit ADDRESS: Wrens Oast Wrens Road Borden Sittingbourne Kent ME9 8JE
Consultation comments are due by 16th October 24, an extension has been agreed.
It was **RESOLVED** to accept the air conditioning proposal under 503571, however, it has been noticed that the planning drawing on the portal shows signage which was objected to previously and the Parish Council continues that objection.
3. **APPLICATION REF: 24/504060/FULL** PROPOSAL: Creation of a temporary construction compound on an area of existing hardstanding, including 1no. secure store, CCTV, 2no. double stacked cabins to provide offices, canteen and drying room, 1no. meeting room/information hub, 1no. toilet block and tank, 3no. segregated skips, 1no. fuel browser, materials laydown area, and 11no. parking spaces including 2no. visitor spaces and 1no. EV charging space. ADDRESS: Hooks Hole Farm School Lane Borden Kent ME9 8DA.
Consultation comments are due by 1st November 24.
It was **RESOLVED** to have no comment on this application.
4. **Application: 24/504081/SUB**: Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 66 (programme of archaeological field evaluation) subject to application 17/505711/HYBRID (for the remainder of the site).
It was **RESOLVED** to have no comment on this application.

120. BUSINESS ITEMS

- a. To receive an update on the Maylam Gardens bench.
Following further communication with the Swale Greenspace Technical Officer a response has been received confirming that the base installation and bench fitting can be arranged with one of the Swale Borough Council (SBC) contractors at a cost of £490.00, including all site management. The Parish Council was asked to confirm if they wished to proceed with this work.
It was noted that the bench (Highbarn) had been agreed at the May meeting for £465.46 + VAT. However, this price may have increased due to the time that has passed since the quote was obtained.
It was **RESOLVED** to approve the engagement of SBC's contractor to lay the concrete base and install the bench at the cost of £490.00.
- i. **Discussion on Waste Bins:**
A discussion took place regarding the Borough Council's removal of outdoor waste bins following their audit, which occurred without prior notice to the Parish Council. The Clerk has contacted SBC to inform them that the bin at Maylam Gardens has been removed, leaving only one bin in the play area where dogs are not permitted. This makes it challenging for dog walkers to dispose of their waste bags. A request has been made to replace the bin outside of the play area. Additionally, the bin removed at the Centenary Gardens has also been reported. SBC stated that the removal of waste bins was a result of their recent audit. Cllr Baldock has also raised concerns with SBC, as he was unaware of the bin removals at both Centenary Gardens and Maylam Gardens.
It was **RESOLVED** to send an urgent letter to SBC regarding the outdoor bin removals requesting the replacement of the bins at Centenary Gardens.
- b. To review questions from SBC on The Maypole Community Right to Bid application and agree on how to proceed with the response.
It was **RESOLVED** that the Parish Council continue to gather evidence over the next year, as it is no longer urgent to submit the bid. The evidence will then be submitted again.
- c. To consider the new Borden Logo.
The submissions were reviewed and after careful consideration, it was proposed that the current logo be kept.
It was **RESOLVED** to keep the current logo and to respond to those who submitted cherry logos to thank them for their submissions.

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- d. To discuss the Management Committee requirements for the Community Hub.
After a discussion it was proposed that if approached the Parish Council indicate that they would like 3 members on the committee and request anything else awaits the next Parish Council meeting.
This proposal was not supported.
- e. To consider Councillor volunteers to join the Finance Advisory Committee.
Cllr Palmer volunteered to join the Committee.
It was **RESOLVED** that Cllr Palmer would join the Finance Committee.
- f. To discuss communication with the Fete Committee about potential dates for next year's Christmas Tree light switch-on event.
It was **RESOLVED** to re-agenda this item for the January 2025 Parish Council meeting.

The Clerk was asked to check with the insurance company liability around a Councillor changing the bulbs in the Christmas Tree.

Cllr Tumber suggested that he request his company who have a qualified electrician to come and change the Christmas Tree light bulbs at no cost.

- g. To evaluate the benefits of repairing the vandalised Playstool toilet which is currently out of service.
Unfortunately, the Playstool toilet has been vandalised and was taped off, with an out-of-use notice that was later removed. An urgent repair was requested from the service company, which is scheduled to fix the toilet handle and seat this week for £67.00. If any additional damage is discovered during the repair, it will incur extra costs.

121. COMMITTEE AND WORKING GROUP UPDATES

- a. **Wises Lane Monitoring & Liaison Group update (WLMG)** (attachment 2).
It was noted that KCC would be putting in temporary signage at the junction of Wises Lane and Ashmeads Drive.
- i. To consider items for the WLMG to take to the next meeting with BDW.
It was **RESOLVED** that the following questions would be submitted to BDW;-
 - 1) When will it be a suitable time to re-install the yellow lines on Wises Lane, when there will be no road closures.
- ii. To acknowledge that an invitation to the groundbreaking for the new Rugby and Community Hub site on 11th October 2024, was issued to the Parish Council.
There was a discussion about the invitation to the groundbreaking event for the Community Hub received from the Rugby Club President on 11th October. However, due to the short notice of just two days, attendance could not be discussed or approved formally at a regular or extraordinary meeting. After an informal discussion the Clerk had informed Councillors that if they wished to attend, they could do so in their capacity as Parish Councillors for the Community Hub groundbreaking, which was subsequently confirmed via email.

As related the Chair moved to item 122

- b. **New Build Playstool Convenience Committee report** (attachment 3).
Cllr Sims advised that the Committee has selected a contractor from the tenders received for the construction work, and they have been given a notice of intent whilst the formal contract is being drawn up and agreed.
A trench will be dug next week to lay the water pipes, then the site will remain dormant for several weeks until the rest of the pipework and construction for the toilet base begins. This is to allow for the contractor's work schedule and the off-site completion of the new convenience assembly. A notification for residents awareness will be sent to the Clerk to post on the Parish Council's Facebook page and website.

A 5-year contract for the CCTV has been proposed and Cllr Sims asked for the Parish Council's agreement to this.
It was **RESOLVED** to agree to the 5-year CCTV contract.

It was RESOLVED to suspend Standing Orders at 10:01

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- c. **Nature Reserve report** (attachment 4)
- i. To receive an update on the lease renewal.
A newly dated Draft Heads of Terms has been received from KCC for consideration and signing, along with responses to questions raised by the Parish Council.
Cllr Bolas asked that any questions on the documents be sent to the Clerk for the Nature Reserve Working Group to consider when they next meet.
- ii. To note that the Management Plan is being processed for update due to its expiration this year.

122. MOTIONS FROM COUNCILLORS

- a. Cllr Small would like to address the use of the Borden Sports Pavilion car park for the recent Rugby/Community Hub groundbreaking event.

The following was discussed under item 121

Cllr Small was asked by 2 residents to bring the use of the Pavilion car park for the groundbreaking event to the Parish Council.

On behalf of the Borden Sports Association (BSA) Cllr Sims made the following statement;-

“Borden Sports Association are very sensitive to public opinion and we assist public gatherings whenever possible, particularly in keeping vehicles from obstructing our narrow lanes. It was noted that there was minor discontent from one or two persons on the day as this was demonstrated by the childish act of taking the padlock from the open gate. This only inconvenienced our volunteer locking up. BSA has no allegiance to Quinn Estates in fact their offer of substantial financial support running into thousands of pounds at the start of the Wises Lane development was courteously rejected. Our committee member dealt with a request from the rugby club to assist in preventing traffic blocking Wises and Cryalls Lane. The Sports Association retain links with the rugby club as a sporting associate. Sports clubs rely on each other for equipment, machinery and numerous other benefits. In the interests of the whole gamut of the sporting fraternity those healthy ties must remain. As chairman of the Sports Association I support that decision to assist the rugby club on that day. I believe in the interest of the general public using the highway that it was the correct thing to do. We will continue our ties with sports clubs particularly in these times of austerity where common interest create a unified bond”.

Cllr Bolas left the meeting at 22:04 and Cllr Butlin took over as Chair

Cllr Smith also left the meeting.

Continued with item 121b.

123. HIGHWAYS

- a. To receive an update on KCC's response to the council's letter concerning the road surface defect at Wises Lane.
This issue was reported online to KCC, and a response was received from the Clerk of Works. However, further clarification has been requested from the Highways Manager, specifically regarding the Parish Council's inquiry about whether a Highways Inspector, along with a representative from BDW, has reviewed this defect. If so, the Parish Council seek to understand the rationale behind any decision not to take remedial action.

124. OPEN SPACES

- a. To note that, following item 104c from the September minutes, the hole in the Playstool bank has been filled as directed by a representative from Borden Wildlife.

125. CORRESPONDENCE

- a. To review resident correspondence and agree on any actions to be taken.
It was **RESOLVED** that the Clerk send a further response to the resident who wrote in about concrete-based post filler being left on the ground by contractors, which when it comes into contact with dogs or wildlife pads will irritate and burn, to advise that BDW has said that they would address this matter.
Additional correspondence items discussed;-
- i. Tree maintenance along the Bridle Way between Wises Lane and School Lane has been performed by UK Power Networks to ensure safety around the powerlines.
- ii. KCC has completed some hedge clearing at Cryalls Lane.

BORDEN PARISH COUNCIL

- b. To consider the completion of the 'Empowering You in Swale' Consultation due by 11th November 2024.
It was **RESOLVED** that Councillors may choose to complete the consultation as individuals if they wish, and it is not necessary to do so on behalf of the Parish Council.

126. **REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES** (Reports to be circulated before the meeting).

- a. Kent Association of Local Councils – reports circulated as received.
- i. To discuss items from Councillors to be submitted to the KALC AGM, following the resolution recorded in September minutes, item 106ai.
There were no submissions received from Cllrs.

- b. Borden Sports Association – Cllr Sims.

- c. Borden Parish Hall – Cllr Hepburn (attachment 5).
- i. A communication was received via KALC informing us that, following the closure of Actions with Communities in Rural Kent (ACRK) last year, Action with Communities in Rural England (ACRE) has been asked to assist with the distribution of village files from the ACRK offices. Some files related to Village Halls and Parish Councils date back to the 1920's and will be shredded if arrangements are not made to collect them by 8th November 2024.
It was **RESOLVED** to write to KALC as they took on the notification duty, which gives little time before the proposed shredding of documents to prepare any storage, asking that they write back to say this is not acceptable.

- d. Borden Heritage Group – Cllr Harrison (attachment 6).

- e. To receive a report from the Highways & Transportation Autumn Parish Seminar attended by Cllr Butlin.

- f. To receive a report from the Local Council Liaison Forum meeting attended by Cllr Butlin.

- g. Swale Parish meeting social isolation and loneliness. Started a website that will be a community hub so can share what is happening in different parishes. Also looking at Chat benches.

The Chair requested that when Councillors attend meetings on behalf of the Parish Council, they provide a report to be shared at the following monthly meeting.

127. **ITEMS FOR INFORMATION**

- i. Cllr Jemmett raised concerns about the number of items from residents attributing issues to BDW and asking the Parish Council to address them, mentioning that a significant portion of these concerns are not accurate.
- ii. The Clerk has received a request from a tree surgeon to trim the holly and sycamore at a house at Homestead View. He has consulted with SBC and the trees do not have TPO status but they sit within a conservation area owned by the Parish Council. He has shared his plan of work, which the Chair agrees with. The tree surgeon will be notified to proceed with the work.

NEXT MEETING TO BE HELD ON 21st NOVEMBER 2024

The meeting ended at 22:21

The minutes were agreed and signed by:

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Chair