

BORDEN PARISH COUNCIL
MINUTES OF MEETING
Held on Thursday 19TH December 2019

Present: Cllr J Bolas (Chairman); Cllr Broughton; Cllr N Butlin; Cllr M Downes; Cllr J Emery; Cllr Evans; Cllr Fassenfelt; Cllr J Hepburn; Cllr B Jemmett; Cllr C Sims

Apologies: Cllr Baldock; Cllr Harrison.

Also in attendance: J Miller Clerk, Kent County Councillor Mike Whiting; 0 members of the public

133. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Baldock and Cllr Harrison.

134. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Cllr Hepburn, Cllr Downes and Cllr Bolas declared an interest in the parish hall item
Cllr Evans declared an interest in the co-option item.

The meeting was adjourned for the public to address the meeting.

135. PUBLIC PARTICIPATION SESSION

a. Police/PCSO

There were none. A report was circulated prior to the meeting.

b. Parishioners

There were none.

c. County/Borough Councillors

Apologies had been received from Cllrs Baldock and Hampshire.

Cllr Whiting read out his report and thanked the parish council for all its hard work in the community in 2019.

Cllr Downes asked about monitoring speed further down Borden Lane, between Riddles Road and Adelaide Drive. Cllr Whiting asked for Cllr Downes to email him with any questions about Speedwatch.

Cllr Jemmett asked for a speed survey on lower Wises Lane. Cllr Whiting said that he had done the initial checks to get the ball rolling, the next step is to get the highway improvement plan moving before further checks are carried out.

Cllr Sims followed up on the comments about the Christmas lights and informed councillors that the large marquee had been damaged and requested that a grant application could be made to the parish council. Cllr Whiting suggested he could also contribute costs to a new marquee.

Cllr Bolas reported that the FOI response from Highways England and the diversion route for the A249 had been received and asked if Cllr Whiting would work with KCC, Highways England and the police to review that policy. It was noted that a meeting could be set up, the clerk will email Cllr Whiting to arrange.

The meeting was re-convened at 19:17pm

It was **RESOLVED** to move the following item forward on the agenda to inform the public.

136. GOVERNANCE AND ADMINISTRATION

a. To consider co-option of new councillor

It was **RESOLVED** to co-opt Mr John Fassenfelt to the position of parish councillor.

Cllr Bolas thanked Cllr Sims, the Clerk and the members of BRAD committee for the Wises

Cllr Bolas also thanked Cllr Hepburn and Cllr Downes for their input into the parish hall and Cllr Sims for his work at the Sports Club.

Cllr Bolas thanked all councillors for their input into the parish throughout the year.

137. FINANCE

a. To approve accounting statements November 2019

It was **RESOLVED** to approve the accounting statements for November 2019. The Chair and RFO duly signed the bank reconciliation and bank statement balances

Cllr Jemmett reported that BRAD will pay their final stage invoice from the solicitor and pass on the final invoice for the final payment of £4,300.

b. To approve the accounts for payment

It was **RESOLVED** to approve the following payments and the approved signatories duly signed the BACs payment list:-

	Invoice Date	Invoice Number	Services Provided	Gross	Net	VAT
Ms J Miller	01/12/2019		Clerk staff costs December	£1,154.99	n/a	n/a
HMRC	01/10/2019		PAYE costs December	£534.39	n/a	n/a
Ms J Miller	08/12/2019		Expenses - Clerk	£127.40	n/a	n/a
Ms J Miller	08/12/2019		Reimbursements - Planning Inquiry	£914.31	n/a	n/a
Fryer Cleaning & Maint	30/11/2019	7734	Maintenance of memorial & centenary gardens	£386.40	£322.00	£64.40
John England			Playstool Inspections	£50.00	£50.00	£0.00
Four Jays	29/11/2019	460047	Toilet servicing	£64.80	£54.00	£10.80
Richard Wilkinson	05/12/2019	19/1037	Christmas lights	£2,058.00	£1,715.00	£343.00
Steve Wakelin	09/12/2019	17a	Playstool repairs/tree works	£120.00	£120.00	£0.00
Steve Wakelin	09/12/2019	18a	Playstool maintenance	£627.06	£627.06	£0.00
Clive Sims	10/12/2019		Reimbursements - Planning Inquiry	£57.00	n/a	n/a

It was noted that £20,000 will be transferred to Barclays to cover the Financial Services Compensation Scheme risks at Unity Trust Bank.

c. To consider budget and precept for 2020/21

It was **RESOLVED** to approve a 2020/21 precept value of £59,542.

It was **RESOLVED** to approve the budget for 2020/21 of £71,742

Cllr Downes was thanked for his work on the budget.

139. MATTERS ARISING

a. The projector quote was discussed and it was **RESOLVED** to proceed with the contractor and ensure that the screen is at the window end of the Barrow Room and

investigate a three way switch for the lighting.

b. The councillors attendance at Cribs around the World exhibition was noted.

c. To note Christmas light switch on – it was noted that the event was the best ever attended. It was **RESOLVED** to write to the fete committee to thank them for their efforts. It was noted that the grant applications for the fete committee to be divided into two separate events for summer and Christmas, to be discussed at the next meeting.

140. PLANNING MATTERS

a. To receive update on Wises Lane planning appeal and rule 6 status.
An update was noted.

It was **RESOLVED** to write a letter of thanks to the council's barrister.

Both Cllr Sims and the Clerk were thanked for their efforts in attending and contributing to the planning appeal on behalf of the parish council.

141. OPEN SPACES

a. To note report assessment of trees following the discovery of honey fungus on the chestnut trees and the emergency works ordered.

It was **RESOLVED** to purchase a copy of the C Mattheck Updated Field Guide for Visual Tree Assessment (from Germany due to the cost).

Cllr Sims reported that he had met a representative of the Forestry Commission at the KALC meeting that he has offered to assist the council in advice on trees and could come out to visit the nature reserve to offer further guidance.

It was noted that the parish council could look at replacement of the two trees being removed, this will be investigated by Cllr Bolas.

b. To receive update on replacement of Playstool gates

It was noted that self-closers had now been fitted to the gates, the clerk will now look into installing rubber compound or mesh underneath the gates.

It was **RESOLVED** that a padlock is sought for the blue double gates.

c. To receive update on Masters bench

It was noted that the bench should be installed in early January.

d. To consider tree warden role.

This item was deferred to the next meeting. The clerk will forward further information to the Chair for further research.

142. BORDEN NATURE RESERVE

a. To note update on fly-tipping prosecution.

It was noted that there is no further update and the clerk will chase Swale Borough Council.

143. HIGHWAYS

a. To update on bus shelter installation.

It was noted that the shelter has been installed and an article will be prepared for the Broadside.

b. To note School Lane suggested streetlamp location

It was noted that the suggested location is referred to the church for consideration. The clerk will email the PCC for the item to be raised at the next meeting.

c. To receive update on the use of Maidstone Road as a diversion for the A249
This items was covered in the public session.

d. To receive update on KCC Highways Improvement Plan

It was noted that the meeting had been deferred until after the inquiry and the Clerk will now make arrangements with KCC.

It was noted that any councillor can attend and the clerk will circulate the date.

144. PARISH HALL

a. To approve car park repairs for £1800.00.

It was **RESOLVED** to fund the car park repairs at £1800.00

145. VE DAY 2020

- a. To receive update from VE Day 2020 advisory committee
Cllr Jemmett provided an update.

146. CONSULTATIONS FOR COMMENTS

There are none to be considered.

147. EXTERNAL MEETINGS

- a. To note any external meetings attended by councillors.
30/11/2019 Kent Association of Local Councils AGM – Cllr Baldock
09/12/2019 Kent Association of Local Councils area committee.
It was asked that the Clerk add advice regarding online banking safety to the parish website and an article will be prepared for the Broadside
- b. To note any future meetings
Highways Improvement Plan – to be arranged,.

148. CORRESPONDENCE

There is none.

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

a. Lawful Development Certificates to note ADD IN!

b. Planning Applications to consider for comments

19/505970/FULL Light industrial unit (disused land) adjacent to Pebble Court Farm, Woodgate Lane, Borden.

Conversion of existing light industrial workshop to a four bedroom dwelling, and conversion of existing adjacent associated office and store into a home office to be used by the dwelling occupier. Proposals include part demolition of existing workshop and installation of a sewage treatment plant.

It was **RESOLVED** to respond with no comment.

- ii. 19/505937/FULL Rose Cottage, Chestnut Street, Borden
Conversion of loft into habitable space with insertion of 2no. front and 1no. rear dormers

It was **RESOLVED** to respond with no comment.

150. REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES

- a. Speedwatch – Cllr Downes
- b. Kent Association of Local Councils – Cllr Sims
- c. Borden Sports Association – Cllr Sims
- d. Heritage – Cllr Harrison
- e. Borden Parish Hall – Cllr Hepburn reported that emergency lighting has been converted to LED.

151. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to councillors (Appendix 1)
- b. To receive any reports from councillors
Cllr Sims asked about updating the Parish Plan, this will go back on the agenda. Cllr Butlin asked that Neighbourhood Planning go back on the agenda now that the planning appeal is over.
Cllr Sims reported that the old Christmas lights have been returned to the electrical supplier and requested a refund, a possible claim will be considered if a refund is not received. KALC advice shall be sought. This will be considered at the next meeting.
Cllr Sims asked about holding public meetings on a Saturday morning to engage with residents, possibly early February, this will be considered at the next meeting.
Cllr Jemmett reported apologies for the January meeting.

Cllr Butlin reported that the resident that complained about remembrance was waiting for a response.

Cllr Butlin asked for the parish hall toilets to be replaced.

Cllr Emery asked about the chestnuts and the centenary gardens and whether a decision had been taken on replacement trees, this will be on the next agenda.

Cllr Emery reported that the beech tree at the bottom of Bannister Hill cutting back had been approved.

Cllr Hepburn asked that the pile of documents in the parish hall equipment cupboard be removed.

152. NEXT MEETING TO BE HELD 16th JANUARY 2020 at 7pm

Meeting closed at 21:46pm

MATTERS FOR INFORMATION

11/11/2019 Urgent road closure Riddles Road

14/11/2019 NALC Newsletter

14/11/2019 Swale Area Committee meeting 09/12/19

18/11/2019 KALC Community Awards Scheme 2020

18/11/2019 KALC CEO Bulletin

19/11/2019 Police and Crime Commissioner part time vacancy

19/11/2019 Chief Executive's bulletin

25/11/2019 Update on M20 Smart Motorways

25/11/2019 General Election Update

25/11/2019 Rural Bulletin

26/11/2019 Monthly newsletter KALC

26/11/2019 Kent Minerals and Waste Local Plan 2013-30

26/11/2019 Kent PCC autumn newsletter

03/12/2019 Emergency works A2 Key Street

Signed.....

Date.....