



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on Thursday 17th August 2023 in the Pavilion, Wises Lane at 7pm

Teresa Millum

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

11th August 2023

AGENDA

81. APOLOGIES FOR ABSENCE

82. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

83. CHAIR'S ANNOUNCEMENTS

84. TO APPROVE FOR SIGNATURE:

- a. The minutes of the annual Parish Council meeting held on 20th July 23 (Appendix A).

85. **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*).

86. FINANCE

- a. To approve accounting statements for July 2023 (Appendix B).
b. To approve the following BACS list of accounts for payment in August 2023.

AUGUST 23 PAYMENT LIST

Payee	Budget	Description	Gross	VAT	Net
Staff	Salary	Mar/Apr Salary	£ 949.82	n/a	£ 949.82
Staff	Expenses	WFH allowance & milage	£ 29.05	n/a	£ 29.05
HMRC	PAYE	April PAYE costs	£ 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	£ 173.33	n/a	£ 173.33
Caloo	Open Spaces	Playstool - Air Walker replacement	£ 942.00	£ 157.00	£ 785.00
Lumley Designs	Event Planning	Jubilee oak tree plaque	£ 170.00	n/a	£ 170.00
Playsafe Ltd	Health & Safety	Playstool annual ROSPA Inspection	£ 157.20	£ 26.20	£ 131.00
Steve Wakeling	Open Spaces	Bench secure fixings	£ 105.00	n/a	£ 105.00
Total BACS payments Aug			£ 3,312.33	£ 267.40	£ 3,044.93
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	£ 16.00	£ 2.67	£ 13.33
N Power	Electricity - Unmetered supply	Electric	£ 82.58	£ 3.93	£ 78.65
Lloyds Bank	Admin	Corporate card	£ 487.70	£ 79.79	£ 407.91
Total DD payments Aug			£ 639.13	£ 95.20	£ 543.93
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Euroloo	Toilet servicing	Weekly toilet emptying - 01/06-30/06	£ 154.30	£ 25.72	£ 128.58
Any Junk	Open Spaces	Fly tipping at Playstool	£ 78.00	£ 13.00	£ 65.00
John Lewis	Office	Printer cartridges	£ 86.99	£ 14.50	£ 72.49
Land Registry		Title register	£ 3.00	n/a	£ 3.00
Land Registry		Title plan	£ 3.00	n/a	£ 3.00
Euroloo	Toilet servicing	Weekly toilet emptying -01/07-31/07	£ 159.41	£ 26.57	£ 132.84
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 487.70	£ 79.79	£ 407.91

- c. To note the year-to-date receipts and payments by budget (attachment 1).

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87. BUSINESS ITEMS

- a. To consider any motions that the Parish Council would like to submit to the KALC AGM on 18th November 23.
- b. To discuss the Council's priorities (attachment 2).
- c. To review and agree on further changes to the Wises Lane Monitoring & Liaison Group Terms of Reference (previously adopted under June item 59a) (attachment 3).
- d. D-Day 80 Celebrations – Cllrs are to come prepared with ideas on how the Parish Council can celebrate D-Day 80.
- e. To agree on a Councillor to Chair the September meeting.
- f. To consider the open position of Vice Chair and ascertain if there are any Cllrs that would like to volunteer.
- g. To Consider a Quote from Fryer Group offering more services for the Centenary Gardens maintenance (attachment 4).

88. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive a report from Wises Lane Monitoring & Liaison Group (attachment 5)
- i. To preview the new Borden Directory (attachment 6).
- ii. To consider the S106 money for the Wards land and Nature Reserve.
- b. To receive a report from the Nature Reserve Group.

89. OPEN SPACES

- a. The Arboricultural report carried out on 22nd February 23 for the Nature Reserve, gave recommendations to pollard 62 poplar trees which were ivy-covered, after consultation and agreement with the surveyor this action was delayed until after the bird nesting season, and the ivy only was severed at the base of the trees. The Parish Council now need to agree on the way forward for the pollarding.
- b. To consider the Nature Reserve and Woodland bye-law signage design (attachment 7).

90. HIGHWAYS

- a. To receive an update on Highways matters, including a meeting with KCC Highways on 10th August to discuss current Parish Highways issues and speed limits.
- b. To consider completion of the KCC Emerging Local Transport Plan questionnaire on Let's Talk Kent.

91. CORRESPONDENCE

- a. To review the resident's correspondence log and agree on any actions to be taken (attachment 8).
- b. To consider a resident of Coppins Lane's request to adjust the brightness of a streetlight.
- c. Oad Street Craft Centre has requested permission to move at their own cost, the Parish Council notice board from its present position to the main rear car park alongside the Heritage noticeboard, this is part of a repositioning to ensure safer and easier access for their customers to enter and leave the premises.

92. PLANNING

Cllrs to come prepared to discuss road names suggested below and other appropriate names that could be submitted for consideration: -

SBC Planning Consultation re; 50 property development adjacent to Chestnut Street by Abbey Developments.

As per Swale Borough Council's policy when a development falls within a parished area they require a 4-week consultation period with the local Parish Council to discuss the names selected. The names chosen are listed below:

- Kentstock Crescent
- Kentish Crescent
- Waterbourne Crescent.

Kentish and Kentstock relate to types of brick made at historic brickmaking works at the site and Waterbourne relates to the method of transportation for taking the bricks to other locations.

SBC will require a response by 21st August 2023- if they have not heard back in this time frame the above names will be used for the site.

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

- 1) **Application: 23/503032/SUB.** Grid: 588126/164212. Address: Manor Farm Key Street Sittingbourne Kent ME10 1YU

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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.

- 2) **Application: 23/503033/SUB.** Grid: 588115/164086. Address: Land at Manor Farm Chestnut Street Borden Kent ME10 1YU. Proposal: Submission of details pursuant to condition 2 (Arboricultural Method Statement) of application 22/505735/REM.
- 3) **Application: 23/503238/LAWPRO.** Grid: 588184/164030. Address: 31 Dental Close Sittingbourne Kent ME10 1DT
Proposal: Lawful Development Certificate for proposed single-storey extension to the rear.
- 4) **Application No: 22/504937/REM.** 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. LAND AT WISES LANE, BORDEN, KENT, ME10 1GDPari
The revisions respond to comments made by statutory consultees on technical matters and BPC has been notified primarily for information/transparency.
- 5) **Application No: 23/500263/REM.** Proposal: Approval of Reserved Matters for Scale, Appearance, Landscaping, Layout being sought for the Sittingbourne Rugby Club and Community Hub including, 2x RFU compliant rugby pitches and associated parking, pursuant to application 17/505711/HYBRID. Location: Land at Wises Lane Borden Kent ME10 1GD.

To note the above planning application will be reported to the Planning Committee meeting of the Council to be held in the Council Chamber at Swale House on 17 August 2023 at 7.00 pm.

94. 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 9)
- d. Borden Heritage Group – Cllr Hepburn (attachment 10).

NEXT MEETING TO BE HELD ON 21ST SEPTEMBER 2023