

BORDEN PARISH COUNCIL

MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Thursday 16 November 2017

<u>Present:</u>	Cllr. J. Bolas – Vice Chair	Cllr. J. Evans
	Cllr. M. Downes	Cllr. C. Sims
	Cllr. K. Lainton	Cllr. S. Smith
	Cllr. J. Hepburn	Cllr. M. Millican
	Cllr. M. Luxton	Lynda Fisher, Clerk
	Cllr. M. Baldock	Ann Smith – new Clerk
	Cllr. J. Emery	Borough Cllr. N. Hampshire

1. **Welcome and Apologies for Absence**

The Vice Chair welcomed everyone to the meeting: apologies received from the Parish Cllrs. Masters (Chair) and Harrison, County Cllr. Whiting and the PCSO.

2. **Public Time**

1. **Parishioners** – None.

2. **County/Borough Councillors** – Written report received from County Cllr. Whiting, it advised Munsgore Lane/Sunnyhill 20 mph zone can go ahead with no further traffic calming, a TRO is to be prepared and subject to no objections being raised the scheme should be completed within the next six months. Wrens Road – KCC have concluded that there is no suitable location for a second Speed indicator sign, but he will discuss with KCC Highways what other measures may be possible to reduce speeds. The speed survey did show speeds up to 55 mph in a handful of cases; 55% of cars recorded exceeded the speed limit. Attended a meeting in Westminster with Highways England to look at Junction 5 proposals. They have agreed to review their proposals regarding elements such as the Oad Street link road and the flyover. They will be publishing their preferred option in January/February 2018.

Borough Cllr. Hampshire thanked the people who assisted with the Christmas tree lights. Has responded to the Junction 5 consultation with the same views as the majority. He mentioned the Wises Lane planning application is now out for consultation.

Borough Cllr. Baldock advised the Brier Road application was refused. Has been in touch with KCC regarding the Nature Reserve; they are not happy with the suggestion of a fire pit, although seemed agreeable to picnic table and benches. They queried a Management Plan. County are hoping to put more grass seed down next year.

1. **Police/PCSO** – The PCSO could not attend but advised speed checks were carried out in Chestnut Street by Kent Police Specials, this will occur on a regular basis. Complaint about Lorries parking along Chestnut Street over the weekends - as there are no restrictions and are not causing an obstruction no action can be taken by Kent Police until restrictions are put on that piece of the road. Patrols conducted in the Nature Reserve. Any problems residents can contact the PCSO, John Cork, on 07772226217.

3. **Minutes of the Last Meeting**

Proposed by Cllr. Emery and seconded by Cllr. Downes, the Minutes of the meeting held on the 19 October 2017 were agreed and signed as a true transcript.

4. **Declarations of Interest and Dispensations**

As Treasurer for the Parish Hall Cllr. Downes abstained from any discussion in this respect. Cllr. Baldock declared an interest in Item and 10, he will withdraw from the meeting at this point. Cllrs. Hepburn, Downes and Bolas declared an interest in Item 7.4.

5. Matters Arising

1. **War Memorial** – Clerk advised that the Borough Council is now looking into trying to get the top section repaired and are hoping to get some funding for this. It was proposed by Cllr. Baldock and seconded by Cllr. Sims, 2 against, agreed that three or four Members form a working group to look at possible sites for a new Memorial. Clerk to check with Swale Borough Council whether a new Memorial needs planning permission and to write to the Church reminding that the 100 year anniversary of WW1 is next year and that correspondence pushing for repairs to the War Memorial has now been going on for nearly a year. *Action: All Councillors/Clerk*
2. **Sheds Kent & Medway/Loneliness** – Cllr. Baldock still waiting to arrange a meeting to discuss this; bring back to next meeting. *Action: Baldock/Bolas/Harrison/Luxton*
3. **Clerk Vacancy** – Following interviews an experienced Clerk, Ann Smith, was appointed and will take up her position on the 1st December 2017. *Action: Clerk*
4. **Newsletter** – Proposed by Cllr. Baldock and seconded by Cllr. Emery, all agreed to go with A3 folded, 100gsm paper; in colour and to budget for up to £2000. Cllr. Baldock agreed to be Editor. *Action: Cllr. Baldock/Clerk*
5. **School Representative** – Still waiting to hear from the School; keep on the Agenda. *Action: Cllr. Emery/Clerk*
6. **Village Green Applications** – Still awaiting details of the public enquiry from KCC. Agreed to remove from the Agenda.

6. Correspondence

1. **KALC Community Awards Scheme 2018** – Cllr. Baldock nominated; Cllr. Sims seconded, all agreed a suggested recipient. *Action: Clerk*
2. **Budget Strategy 2018/19 Consultation - Invitation to Join** – Noted.
3. **Swale Borough Council, Draft Statement of Community Involvement 2017** – Cllr. Baldock delegated to respond on behalf of the Parish Council. *Action: Cllr. Baldock*
4. **2018 Boundary Review of parliamentary constituencies - deadline 11 December** – Noted; there is no change to Sittingbourne and Sheppey.
5. **Swale Borough Council - Local Landscape Designation Review – Request for Stakeholder Input** – Cllr. Baldock delegated to respond on behalf of the Parish Council *Action: Cllr. Baldock*
6. **Help Kent Fire and Rescue Service – consultation** – Agreed Members to respond individually. *Action: All Councillors*

7. Finance

1. **The Playstool – additional work to equipment** – Clerk has approached the County Councillor, who is looking into possible funding to assist with the cost of replacing the safety surfacing. Cllr. Sims advised that the repair to the safety surfacing under the log cabin was poor; agreed to bring back to next meeting. *Action: Clerk*
2. **Christmas tree Lighting Quote** – Proposed by Cllr. Sims and seconded by Cllr. Evans, agreed up to £400 for the Electrician to connect the tree lights. *Action: Clerk*
3. **Benches, Maylam Gardens/Centenary Gardens** – Agreed to reduce the benches from five down to three. Bring back to next meeting. *Action: Emery/Clerk*
4. **Broadband – Parish Hall** – Cllr. Downes and Cllr. Hepburn to investigate further. Agreed to bring back to next meeting. *Action: Cllrs. Downes/Hepburn/Clerk*
5. **Defibrillator – Electrical Quote** – Cllr. Sims to meet with Steve Wakeling to look at re-siting the pole. Bring back to next meeting. *Action: Cllr. Sims/Clerk*
6. **Internal Audit Report** – Report received from David Bucket, Internal Auditor. No issues were raised, contents noted.

7. **Interpretive Board Installation Quote** – Proposed by Cllr. Baldock and seconded by Cllr. Emery, all agreed to accept the quote of £1010.40p.
8. **Shredding Quotes** – Proposed by Cllr. Downes and seconded by Cllr. Evans; agreed to accept the quote from Data Shred at a cost of £69.50p *Action: Clerk*
9. **Nature Reserve – Tree Survey Quote** – Proposed by Cllr. Evans and seconded by Cllr. Downes; agreed the quote of £650. *Action: Clerk*
10. **Crime Prevention and Safety Conference** – none interested.
11. **Sittingbourne Christmas Light Donation Request** – Proposed by Cllr. Baldock and seconded by Cllr Sims, agreed to donate £100 under Section 137. *Action: Clerk*
12. **GDPR Update and Workshops** – Agreed up to £100 for any future workshops.
13. **To authorise cheques raised at the meeting and approve the Accounts** – Proposed by Cllr. Baldock and seconded by Cllr. Lainton, the cheques were approved and duly signed and the accounts to the 31 October 2017, were agreed.

Date	Cheque	Details		Amount
16.11.17	102662	L. Fisher	Expenses: Office Use, Mileage, Phone: Clerk advert in local newspapers - October	£199.51p
16.11.17	102663	H.M.R.C.	Tax Due for November	£ 100.60p
16.11.17	102664	Fryer Cleaning & Maintenance Ltd	Grounds maintenance for October	£445.20p
16.11.17	102665	Four Jays Group	Toilet Maintenance – October	£86.40p
16.11.17	102666	John England	Playstool weekly inspections – October	£40.00p
16.11.17	102667	Fitzpatrick Woolmer Designs & Publishing Ltd	Design and production of Interpretive Panel for The Centenary Gardens	£1010.40p
16.11.17	102668	B&K Masters & Son	New Balance Beam (310717/806); remedial works required following ROSPA Inspection (270917/846), The Playstool	£3060.00p
16.11.17	102669	B&K Masters	2 sets of Christmas Lights for Village Tree	£222.00p
16.11.17	102670	J. Evans	Refreshments for November Meeting - Chairman's Expenses	£45.25p
Nine cheques in total				

Other Payments:

Clerk - Wages November 2017	-	£402.16p	-	Paid by Standing Order
E-on - Energy supply October	-	£47.13p	-	Paid by Direct Debit
E-on – Feeder Pillar Supply October	-	£9.00p	-	Paid by Direct Debit

8. **Reports and Minutes from Portfolio Holders and Representatives**

1. Finance – to arrange a meeting in the second week in December. *Action: Clerk*
2. KALC – Next meeting 11th December.
3. Borden Sports Association – Nothing to report.
4. Borden Parish Hall – The Treasurer has secured a cheaper gas tariff for the Hall including a free boiler service. Jeremy Bolas is monitoring the possibility of electric car charging points for the Hall. Looking at having baby changing facilities in the disabled toilet.
5. Heritage – Interpretive board nearly complete, will look to having a formal ‘opening’ ceremony.

9. **To receive and consider resolutions or recommendations in the order of notification** – None.

10. **Planning Applications**

1. 17/505040/FULL: Conversion of garage into habitable space, erection of two storey front extension and external alterations: The Meadows Chestnut Street Borden Sittingbourne Kent – no objections.

11. **Any Other Matters Arising**

1. Cllr. Bolas proposed a public meeting to look at the Wises Lane proposal; 9th December was suggested (Cllr. Downes to see if the hall is free). Further proposed that a planning consultant is approached to attend and give expert advice, Members were minded to put aside £1500 for this; Cllr. Sims agreed to Chair the meeting. Clerk to place this on the next Agenda. **Action: Clerk**
2. Cllr. Emery asked for Picnic tables, the Playstool to be on the next Agenda. **Action: Clerk**
3. Cllr. Baldock wants to look at the corner of Wises Lane with the junction of Brier Road; there have been several incidents in this area and the white lines need refreshing; what can be done to make this safer? Place on the next Agenda. **Action: Clerk**
4. Clerk to ask British Telecom to either remove or replace the derelict kiosk at the bottom of Wises Lane near the J/w London Road. **Action: Clerk**

12. **Next Meeting**

Thursday 21 December 2017, commencing at 7.00 p.m. in the Barrow Room at Borden Parish Hall

The meeting closed at 1015 p.m.