



MINUTES OF MONTHLY MEETING HELD ON 19TH JANUARY 2023

Cllr Fassenfelt announced that he will be chairing this evening's meeting.

154. APOLOGIES FOR ABSENCE; Cllr Sims apology was accepted; Cllr Broughton apologies not received.

In Attendance: Cllr Fassenfelt, Cllr Evans, Cllr Butlin, Cllr Bolas, Cllr Harrison, Cllr Hepburn, Cllr Baldock, Cllr Downes, Cllr Emery, Cllr Jemmett, Cllr Cole.

155. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Cllr Downes, Cllr Bolas, Cllr Hepburn – Parish Hall
Cllr Baldock - Planning

156. CHAIR'S ANNOUNCEMENTS

There were none.

157. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MONTHLY MEETING HELD ON 15th December 22 (appendix A).

It was **RESOLVED** to approve the minutes of the meeting held on 15th December 22, and the minutes were duly signed by the Chair.

158. PUBLIC PARTICIPATION SESSION

a. Police/PCSO.

Cllr Fassenfelt advised that the PCSO for Borden and Grove Park, will be holding a Police surgery on Sunday 5th February at the Cricket ground car park, Sandford Road end, between 11am – 12pm, and has asked the Clerk to add this information to the Borden Council Facebook page.

b. Parishioners.

There were 3 parishioners in attendance and a statement was read out to the Parish Council regarding planning application 22/505870/FULL. The Chair asked if the Council wanted to move directly to this application which was item 11.3 on this agenda but it was agreed to carry on with the normal order of the agenda.

c. County/Borough Councillors.

County Councillor Baldock – Report sent out prior to meeting.

Cllr Baldock advised that due to the Parish Elections in May that the next edition of the Broadside communication should be published before the election process starts and asked that Councillors send him items for the publication by 15th February.

Cllr Hampshire joined the meeting 19:13

159. FINANCE

a. To approve accounting statements for December 22 (appendix B).

It was **RESOLVED** to approve the accounting statements for December 22, and they were duly signed by the Chair and RFO.

b. To approve the following BACS list of accounts for January payment.

It was **RESOLVED** to approve the BACS list of payments for January 23, which were duly checked and signed by 2 authorised signatories.

Payee	Budget	Description	Gross	VAT	Net
Staff expenses	Clerk salary	Salary	£949.82	n/a	£949.82
Staff expenses	Clerk expenses	WFH allowance, mileage, stationary	£29.05	n/a	£29.05
HMRC	PAYE	PAYE costs	£280.73	n/a	£280.73
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£480.00	£80.00	£400.00
J England	Safety	Playstool safety checks	£75.00	n/a	£75.00

BORDEN PARISH COUNCIL

Kings Commercial Services	Toilet cleaning	Playstool toilet cleaning	£173.33	n/a	£173.33
Belsom Fencing		Nature Reserve	£8635.23	£1439.23	£7196.00
Parish Hall	Hall Hire	Barrow Room x 3	£37.80	n/a	£37.80
KALC	Training	Elections webinar	£18.00	£3.00	£15.00
Steve Wakeling	Playstool Maintenance	Final payment	£728.75	n/a	£728.75
Steve Wakeling	Playstool repairs	Part of ROSPA	£115.00	n/a	£115.00
J Evans	Chairs allowance	Xmas	£48.82	n/a	£48.82
Swale Borough Council	Broadside	Printing	£186.00	n/a	£186.00
Total Direct Payments January			£11,665.10	£1,506.80	£10,158.30
Direct Debits	Budget	Description	Gross	VAT	Net
EDF Energy	Electric	Feeder pillar	£16.00	n/a	£16.00
Waveney IT	IT Costs	Monthly Mailbox charge	£16.67	£2.78	£13.89
O2	IT Costs	Mobile	£13.20	n/a	£13.20
Npower	Electric	Unmetered supply - revised Oct bill	£74.36	£3.54	£70.82
Lloyds Bank	See below	Credit card payment	£141.63	£16.50	£125.13
Total Direct Debit Payments			£261.86	£22.82	£239.04
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
SLCC	Training	Managing Local Council Elections	£18.00	£3.00	£15.00
Staples	Stationary	Printer cartridge set	£77.99	£13.00	£64.99
Amazon	Stationary	Plastic wallets	£2.99	£0.50	£2.49
Flowers by Beatrice	Chair Allowance	Flowers	£39.65	n/a	£39.65
Lloyds	Charge for card end 3857™	Monthly credit card fee	£3.00	n/a	£3.00
Total Credit card payments			£141.63	£16.50	£125.13

- c. To note year to date accounts and budget spend – sent out prior to meeting.
There were no questions regarding to the year-to-date accounts and budget.
- d. To agree a transfer of £25,000.00 to be made from Unity Instant Access to Unity Current account to cover future bill payments.
There were no objections to the transfer between the Unity Instant Access and the Current account.
- e. Review quotes to agree the purchase of a scanner – quotes sent out prior to meeting.
The scanner use would also be for the Parish Council historical documents and monthly signed minutes.
It was **RESOLVED** that the scanner should have a 600dpi, and as only one of the quotes had this with the others having a 480dpi, the Clerk would look for further quotes which include a 600dpi and bring back to the February meeting.
- f. To agree the following two budget virements, to cover cost of ROSPA playground repairs.
- £1179.26 from general repairs to Playstool repairs.
 - £675.00 from Playstool benches to Playstool repairs
- It was **RESOLVED** to make the above virements to the budget for Playstool repairs.

BORDEN PARISH COUNCIL

- g. To consider precept and budget for 2023/24 – budget and precept information sent out prior to meeting.
Cllr Fassenfelt advised that the Finance Committee held a final budget review meeting on 12th January, and that there had been no changes made from when reviewed with full council at December's Parish meeting. Cllr Fassenfelt went through the proposed budget and precept information and asked if there were any comments, but there were none. Cllr Baldock proposed to approve the precept, lighting grant and annual budget, which was seconded by Cllr Cole. It was **RESOLVED** to approve the precept of £70,052.40, lighting grant £2115.00 and annual budget of £81,955.40 for 2023/24, which will be an increase of 9.48% on an average Band D property compared to 2022/23, and equate to an increase from £58.09 (£1.12 per week) in 2022/23, to £63.59 (£1.23 per week) in 2023/24, for an average band D property.
- h. To consider budget communication – draft communication sent out prior to the meeting.
There was a general discussion around the wording of the communication.
It was **RESOLVED** to agree the budget communication, with the word 'just' removed. This will be posted on the Parish website finance page and in the next Broadside communication.
Cllr Jemmett and Cllr Downes abstained.

160. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive report from Wises Lane Monitoring Group – report sent out prior to the meeting and can be found online at <https://www.bordenparishcouncil.gov.uk/>.
- i. The Clerk has received an email from Abbey Developments declining access to Manor Farm land for a badger survey to be completed. The Clerk read out the email.

'Abbey Developments appointed ACD Ecology (a well-respected company with years of experience) to carry out an updated site walkover survey which confirmed there was no evidence of badgers on site. There are no further surveys required at this time and it remains Abbey Developments responsibility as land owner to ensure all works are carried out in accordance with Wildlife Legislation, for this reason we do not give permission to access the site'.

There was a general discussion around this, including access from the boundary line or footpaths and adding the developers email to the planning portal. It was also understood that there has been evidence of badger activity on that site.

It was **RESOLVED** for the clerk to write to Abbey Developers stating the Parish Council are very concerned about their response and require up to date information from an independent source regarding recent Badger activity on the site.

- ii. Borden Wildlife Group have offered a donation towards the cost of the badger survey but cannot confirm the value of the donation until the total cost is known. It was agreed that the Clerk will let the wildlife group know cost of the survey so that they can decide on the amount of their donation.
- iii. Cllr Fassenfelt would like to write an article to sum up the Wises Lane work resulting in closure and partial shutting of the road and would like a resolution to do this and also add it to website & Facebook page, for Parishioners awareness.

It was **RESOLVED** to agree the article regarding Wises Lane Highways to be written by Vice Chair Cllr Fassenfelt and would include mention that the scheme was never supported by the council and add the developers contact detail for Parishioners to contact them directly. The Clerk will post on both the Parish website and Facebook page.

161. OPEN SPACES

- a. To receive an update on the Byelaws.
The Clerk has contacted Swale Borough Council regarding registering and requesting inclusion in the swale borough council pleasure grounds, public walks, and open spaces byelaws documentation, and has been directed to the Swale legal department.
To note the Clerk is still in on-going communication with SBC legal department regarding this and will update further at the next meeting.
- b. To receive an update on the ROSPA repairs for the Children's playground equipment.
To note the repairs to the children's playground equipment were due to be completed on the week commencing 9th January, but have been rescheduled to the week commencing 23rd January, due to the contractor awaiting parts.
- c. The Queens Jubilee Beacon plaque has arrived and is ready for installation.

BORDEN PARISH COUNCIL

To note Cllr Jemmett has volunteered to install the plaque during warmer weather, the Clerk will hold on to it until needed.

162. HIGHWAYS

- a. To receive update on Highways matters – report sent out prior to the meeting and can be found online at <https://www.bordenparishcouncil.gov.uk/>.
- i. The M2 junction re-opening has been delayed until 30th January (updates can be found on <https://one.network/uk>).
- ii. Proposed highway resolutions regarding speed limits – attachment sent prior to the meeting.
Cllr Fassenfelt updated that KCC will not support the original 20mph scheme across Borden and a reduced scheme may be favourable for their support, so the Highways Committee have suggested 4 possible resolutions, which were then discussed.
It was **RESOLVED** that the Clerk writes to County Cllr Baldock outlining the originally improved 20mph scheme and that the Parish Council have had funds available in budget to implement this. Cllr Baldock abstained.
It was **RESOLVED** to agree resolution no. 3, that the council would write to KCC highways asking them to design the new Chestnut Street roundabout to incorporate the proposed 20mph speed limit starting at the junction of Chestnut Street with the new roundabout.
It was **RESOLVED** to agree resolution no. 4, to write a letter to National Highways expressing considerable concern about the standard of the alignment of the new southbound slip road from the new Chestnut Street roundabout to the existing southbound A249. This proposed new access would lead to a high risk of serious accident where the new slip road meets with the A249.
- iii. Waiting restriction in The Street, Borden (this item was missed, and picked up after item 10d, for consistency of minutes this item has been added in under the correct Highways heading).
Cllr Fassenfelt asked for comments on the results from the recent survey carried out with 17 residents of The Street, Borden, where 6 surveys were returned with 4 in favour of the waiting restriction being increased from 10 – 50 meters, and 2 objected.
It was **RESOLVED** to go ahead and ask KCC for the no waiting restriction to be extended to 50 meters.
- b. Bench to be provided in the bus stand near Mountview – quotes sent out prior to meeting.
Cllr Baldock will be speaking to Chalkwell buses regarding the possibility of buses running to the A2, to enhance the existing route.
It was **RESOLVED** to install the bench at the current bus stop location, even if the bus service is still running.
Cllr Harrison advised that the Heritage group would like to contribute to the bench, possibly the whole amount leaving the Parish Council to pay for the installation.
There was a discussion around the choice of benches quoted on.
The Clerk advised that as the quotes were bought back from an earlier meeting, they are now over 30 days old, so there may be some difference in the quote price of the chosen bench to the actual cost.
It was **RESOLVED** to agree quote no. 5, the Charlbury, regardless of buses running or not, with the Heritage group contribution to be confirmed.
It was **RESOLVED** that the Clerk would write to Arriva to confirm if the bus service was stopping.
- c. Further to the Parish Council's letter of complaint to the Gas Transportation Company (GTC), regarding the Wises Lane, Borden, Road Closure 6th June to 19th August 22, a response has now been received and circulated.
It was **RESOLVED** to take no further action on this matter.

163. CORRESPONDENCE

- a. KALC community awards scheme 2023 – sent out prior to the meeting.
It was **RESOLVED** to implement the scheme.
It was suggested that the process should be to write to the Clerk with nominations.
It was **RESOLVED** that any nominations would be sent direct to the Clerk and bought back to February meeting to discuss at a private session.
- b. Parishioner correspondence regarding School Lane – details sent out prior to the meeting.
There was a discussion around the Parishioner's suggestion that School Lane become one way and be discussed at Parish level with a lobby to Kent County Council.

BORDEN PARISH COUNCIL

It was thought that a one-way system would encourage an increase in speed and put pedestrians, including parents and children going to and from the school at risk, it would also give users of that route a longer journey, and conflict with Musgrove Lane access.

It was **RESOLVED** to respond to parishioner advising making School Lane one way has not been supported by the Parish Council with rational for the decision.

- c. Vigo Solar Farm: Presenting the proposal to the Parish Council – sent out prior to the meeting.
There was a discussion around what type of presentation this would be and how it could be organised.
It was **RESOLVED** to write back thanking them for their letter, with the Parish Council thoughts that a short session at Parish Council meeting would not be appropriate and ask that they arrange a public meeting at the Parish Hall.
- d. Bobbing Parish Council would like to invite 2 representatives from the Parish Council to a meeting on the 23rd January at 19.00 to discuss the proposed development comprising up to 2,500 dwellings to the land to the west of Bobbing Sittingbourne ME9 8QL.
Cllr Baldock advised that he thought this to be a good thing, as it is too big for Bobbing Parish Council alone and there will be an impact on everyone in area, therefore the Parish Council should look to send 2 representatives.
Cllr Fassenfelt asked for 2 volunteers, but none were available for the 23rd January. If this changes Councillors to let the Clerk know of attendance.

Item 9aiii discussed at this point in the meeting but for the purpose of the minutes it has been noted under the correct Highways heading.

Cllr Baldock left the meeting at 21:00

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

- 1) **APPLICATION REF: 22/505735/REM (Aug 22 comments on previous application - attachment 11).**
PROPOSAL: Approval of Reserved Matters of appearance, landscaping, layout and scale for erection of 50 dwellinghouses pursuant to application 17/500727/OUT - Outline application for residential development for up to 50 dwellings with access off Chestnut Street (All others matters reserved), as amended by drawings received 31/05/2017.
ADDRESS: Land at Manor Farm Chestnut Street Borden Kent ME10 1YU.
Comments were due by 3rd January and the Clerk has requested an extension.
It was **RESOLVED** to ask SBC for an extension. If not to arrange an extraordinary meeting.
It was **RESOLVED** to object as the style of the dwellings have been changed from bungalows to two story buildings and the access road from the estate will cause major problems with Chestnut Street with the proposed new development and the Council prefers a left turn only.
- 2) **APPLICATION REF: 22/505646/OUT.** PROPOSAL: Outline application with access being sought for the erection of up to 290no. dwellings, the formation of a new means of access onto Minterne Avenue, new footpaths and cycle routes, the creation of new surface water drainage, new landscaping and habitat creation, ground works and other infrastructure.
ADDRESS: Land at Ufton Court Farm Borden Kent.
Extension for comments agreed to 25th January.
It was **RESOLVED** to object to this application and submit the following statement.

Land at Ufton Court Farm, Sittingbourne

Borden Parish Council wish to point out that this proposed area is not in Borden, as listed on the application. In the Heritage Statement 2.21 The Applicant has referred to looking at Borden's Neighbourhood Plan, which the Parish Council would like SBC to note has no bearing on this land as it is not in Borden.
Roads are inadequate.
There is not an adequate provision for a fresh water supply or disposal of foul water and sewerage.
In 3.22 the applicant confirms that the development is very close in proximity to a Conservation Area. With this in mind BPC hope that SBC will investigate this thoroughly and make the right decision. There are numerous buildings within the area that date back to c17th Century.
There has been a "desk based archaeological assessment." Borden Parish Council would urge the Council to insist on a 'on site' assessment before any decision is made.
The report states in 4.15 that it 'lies within a known Roman landscape'. On this point alone, extended field surveys should be made.

BORDEN PARISH COUNCIL

The 'emergency access' is Starveacre Lane. . Starveacre Lane is partially unmade Lane and should remain so to be in keeping with its surroundings. It is not adequate to be an emergency access.

Part of this land is grade 1 agricultural land. Following on from a series of developments taking place throughout Swale, Borden Parish Council feel it is unnecessary and impractical to grant permission for a further 290 houses in the borough.

The parish of Borden is already experiencing increased numbers in traffic flow. This development would also add to that burden. The lanes around Tunstall and Borden are not adequate enough to take this increased number of vehicles.

Dunnock and Wren are confirmed breeders within this area. Both of these are protected species and on Amber lists. Furthermore starling, house sparrow and mistle thrush are also known to thrive in this area and are protected species with a red listing. Removal of their habitat will decimate the population if not the entire breed if protection of these birds is not taken seriously.

Borden Parish Council.

19th January 2023

Standing orders suspended at 21:30

- 3) **APPLICATION REF: 22/505870/FULL. PROPOSAL:** Conversion and change of use of existing detached disused and abandoned former light industrial workshop into a three-bedroom dwelling (C3) and conversion and change of use of existing adjacent detached former associated office and store (previously hay barn) currently disused into a home office to be used for the dwelling occupier including part demolition of existing commercial workshop and installation of a sewage treatment plant and EV charging point. ADDRESS: Light Industrial Unit (Disused) Land Adjacent to Pebble Court Farm Woodgate Lane Borden Kent ME9 7QB.

It was **RESOLVED** to support the above proposal with the provision that a Macadamised Road is laid (not Tarmac Macadamised). Cllr Hepburn abstained.

- 4) **APPLICATION REF: 22/505755/FULL. PROPOSAL:** Conversion of an existing attached garage into a self-contained annexe including raised roof height, insertion of front dormer and roof light to rear. Erection of a detached outbuilding to provide a double garage and a gym. ADDRESS: Shortlands Maidstone Road Borden Sittingbourne Kent ME9 7QA.

It was **RESOLVED** to have no comment on this application.

- 5) **APPLICATION REF: 22/505942/SUB. Grid:** 588553/163571. Address: Land at Wises Lane Borden Kent ME10 1GD. Proposal: Submission of Details pursuant to conditions 44 (Tree Surveys/Protection Scheme), 48 (Public Sewers Measures Details), 53 (Contaminated Land Assessment Details) and 57 (Gas Protection Scheme) of Application 17/505711/HYBRID. Appeal Reference (APP/V2255/W/19/3233606) in relation to Chestnut Street Roundabout.

Wises Lane Working Group comments (attachment 12)

It was **RESOLVED** to send the following comments regarding this application.

The Council are concerned that gas discharged from the Nature Reserve will have an adverse effect on future Phases of this development.

The Council is concerned that hedges should not be grubbed out during the nesting season of March to September.

- 6) **APPLICATION REF: 22/505943/SUB. Grid:** 588553/163571. Address: Land at Wises Lane Borden Kent ME10 1GD Proposal: Submission of Details pursuant to condition 44 (Tree Surveys/Protection Scheme), 48 (Public Sewers Measures Details), 53 (Contaminated Land Assessment Details) and 57 (Gas Protection Scheme) of Application 17/505711/HYBRID. Appeal Reference (APP/V2255/W/19/3233606). (Relating to Phases 2a and 2c).

Wises Lane Working Group comments (attachment 12)

It was **RESOLVED** to send the following comments regarding this application.

The Council are concerned that gas discharged from the Nature Reserve will have an adverse effect on future Phases of this development.

The Council is concerned that hedges should not be grubbed out during the nesting season of March to September

BORDEN PARISH COUNCIL

- 7) **APPLICATION REF: 22/505503/LDCEX. PROPOSAL:** Lawful Development Certificate (Existing) for use of the building as a craft centre including a restaurant/cafe, shop, workshops, office and events (Use Class E). **ADDRESS:** Oad Street Craft Centre Oad Street Borden Sittingbourne Kent ME9 8LB.

It was **RESOLVED** to have no comment on this application.

Cllr Baldock re-joined the meeting at 21:45

165. 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. The monthly report was circulated prior to the meeting.
- d. Borden Parish Hall – Cllr Hepburn – report sent out prior to the meeting and can be found online at <https://www.bordenparishcouncil.gov.uk/>.
 - i. Quotes for toilets are being assessed with possibility of hot water supply and water saving features, and a possible replacement for the floor cleaning machine has now been tested.
 - ii. Cllr Butlin asked about progress on the dropped curb at the bottom of the ramp at the double doors at the back of the hall (which was discussed in August minutes item 87dii). This project has been put on hold due to essential toilet refurbishment and monetary implications.
 - iii. The Clerk has been requested to forward on the Certificate of insurance required for Parish Hall.
- c. Borden Heritage Group – Cllr Harrison report sent out prior to the meeting and can be found online at <https://www.bordenparishcouncil.gov.uk/>.
 - i. A Quiz is to be held on 18th March for £5.00 per person, with tables of 6 at the Parish Hall.

166. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to Councillors – sent prior to meeting.
- b. To receive any reports from Councillors.
 - Cllr Jemmett
 - Asked the Clerk about the upcoming elections. The Clerk will send out key dates.
 - Gave an update regarding the WiFi (August minutes item 79ci). The Clerk has obtained 3 quotes, but he will be looking more closely at the band width prior to February's meeting.
 - Cllr Cole
 - Shared concerns over cars parking on pavements.
 - Gave a positive mention to KCC for the resurfacing completed on Borden Lane.
 - Cllr Hampshire gave an update.
 - Cllr Emery shared concerns over the Minterne development taking up agricultural land.
 - Cllr Downes shared further comments regarding pavement parking.
 - Cllr Harrison will put the Honour's board on next agenda.

Meeting ended at 22:08

NEXT MEETING TO BE HELD 16th February 2023

Agreed and signed on 16th February by;

Print Name: **Signature:**

Title:

