

BORDEN PARISH COUNCIL



All members of Borden Parish Council are hereby summoned to attend the Full Council meeting to be held on Thursday, 21st August 2025, at the Pavilion, Wises Lane, which will commence at 7:00 pm.

Teresa Millum

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

15th August 2025

A G E N D A

77. APOLOGIES FOR ABSENCE

78. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

79. CHAIR'S ANNOUNCEMENTS

80. TO APPROVE FOR SIGNATURE

- a. The minutes of the last Parish Council meeting (APPX A).

81. PUBLIC PARTICIPATION SESSION – The period designated for public participation at a meeting shall not exceed 10 minutes unless directed by the Chair. 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 chair may direct that a written or oral response be given.

- a. Police/PCSO.
- b. Parishioners.
- c. County/Borough Councillors (it would be appreciated if any reports from Borough or County Councillors could be submitted at least 5 days in advance of the meeting)

82. FINANCE

- a. To approve the bank reconciliation as of 31st July 2025 (APPX B).
- b. To review and approve the budget vs actual report as of 31st July 2025.
- c. To approve the BACS list of accounts for payment in August 2025:

Payee	Budget	Description	Gross	VAT	Net
Staff	Payroll	Staff salary	£ 1,278.64	n/a	£ 1,278.64
HMRC	Payroll	PAYE	£ 567.06	n/a	£ 567.06
Staff	Expenses	WFH allowance & D-Day expenses	£ 25.00	n/a	£ 25.00
Fryer Cleaning & Maint	Centenary & Memorial Gdns	Maintenance	£ 604.80	£ 100.80	£ 504.00
J England	Health & Safety	Playstool inspections	£ 60.00	n/a	£ 60.00
Kings Commercial	Open Spaces	Toilet cleaning (payment added late)	£ 450.66	n/a	£ 450.66
Mulberry	Admin	Internal Audit (COF grant)	£ 144.00	£ 24.00	£ 120.00
Steve Wakeling	Open Spaces	Playstool maintenance (2/4)	£ 834.34	n/a	£ 834.34
Playsafety Ltd	Health & Safety	Playstool RoSPA inspection	£ 172.80	£ 28.80	£ 144.00
Playdale	Open Spaces	Playstool repairs	£ 784.28	£ 130.71	£ 653.57
Gransdams	Playstool Toilet	Earmarked reserve	£ 1,302.97	£ 217.16	£ 1,085.81
JNC Architecture	Playstool Toilet	Earmarked reserve	£ 295.00	n/a	£ 295.00
Creative Honour Boards	Other Expenditure	General contingency	£ 44.50	£ 6.00	£ 38.50
Total BACS payments			£ 6,564.05	£ 507.47	£ 6,056.58
Direct Debits	Budget	Description	Gross	VAT	Net
Waveney IT		Monthly Mailbox charge	£ 18.17	£ 3.03	£ 15.14
Hugo Fox	Office	IT Support - Website	£ 11.99	£ 2.00	£ 9.99
O2	Office	Mobile	£ 15.42	£ 2.57	£ 12.85
EE	Office	Broadband	£ 22.03	£ 3.67	£ 18.36
EDF energy	Utilities	Electricity - metered supply	£ 30.16	£ 1.44	£ 28.72
Lloyds Bank	Admin	Corporate card	£ 178.54	£ 22.51	£ 156.03
Total DD payments			£ 276.31	£ 35.22	£ 241.09
Credit Card Payments	Budget	Description	Gross	VAT	Net
Payee					
Moonpig	Admin	Chair Allowance	£ 6.48	-	£ 6.48
Land Registry	Other Expenditure	General Contingency	£ 7.00	n/a	£ 7.00
Eco Green Communities	Open Spaces	Dog waste bags	£ 88.20	£ 14.70	£ 73.50
Signomatic	Open Spaces	New toilet maintenance	£ 8.58	£ 1.43	£ 7.15
Eureka Direct	Open Spaces	New toilet maintenance	£ 38.28	£ 6.38	£ 31.90
Timpsons	Office	Office equipment	£ 27.00	n/a	£ 27.00
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
Total Credit Card			£ 178.54	£ 22.51	£ 156.03
Bank Charges and Transfers	Budget	Description	Gross	VAT	Net
Bank Charges	Unity	Monthly service charge due 31/07/25	£ 7.95	n/a	£ 7.95

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- d. To note the Clerk's annual pay increase in line with the 2025/26 National Joint Council for Local Government Services (NJCL) Award, applied retrospectively from 1st April 2025, and the correction of a salary error from April to July 2025.

83. PLANNING MATTERS

- a. To receive reports from representatives on behalf of the Parish Council:
Cllr Small, who attended the Planning Committee meeting held on 17th July 2025, regarding:
- 24/502717/OUT – Land West of Borden Lane
 - 24/503677/FULL – Land at Riddles Road
- and the Planning Appeal on 5th August 2025 regarding:
- 23/502210/FULL – Land on Either Side of Vigo Lane and Wrens Road.
- Cllr Sims**, who attended the Planning Committee meeting on 17th July 2025 regarding:
- 24/501839/ADV – Hooks Hole Farm.
- b. **Planning Application 25/501147/REM** (phase 2F)– To consider who will represent the Parish Council when this application is discussed at the Swale Planning Committee.

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

(Please note that unless otherwise stated, the following applications are a discharge of conditions and not formal consultations for the Parish Council).

- 1) **Application No: 25/501437/REM** Location: Land At Wises Lane, Borden, Kent ME10 1GD Proposal: Approval of reserved matters (access, appearance, landscaping, layout and scale sought) for Phases 3 and 4 for the development of 160no. dwellings including affordable housing, together with associated access, parking, landscaping, open space, equipped play and infrastructure, pursuant to 17/505711/HYBRID.
Consultation comments were due by 4th August 2025 - an extension was agreed until 22nd Aug 25.
- 2) **Application No: 25/503008/LDCEX** Location: Eyehorn Farm Bungalow Munsgore Lane Borden Kent ME9 8JU Proposal: Lawful Development Certificate (Existing) non compliance with an occupancy condition 1 of SW/02/1030 on the basis that the condition has not been complied with for in excess of the previous ten years.
Consultation comments were due by 14th August 2025 – an extension has been agreed.
- 3) **Application No: 25/503070/SUB** Location: Land At Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of details pursuant to condition 51- (Drainage Verification Report) 71- (scheme for electric vehicle charging) subject to 17/505711/HYBRID.
- 4) **Application No: 25/503255/SUB** Grid: 588553/163571 Address: Land At Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of details pursuant to condition 59 - Ecology Technical Note, Subject to APP/V2255/W/19/3233606 (17/505711/HYBRID).

85. BUSINESS ITEMS

- a. To review the Clerk's report and consider any necessary actions.
- b. To review the recent parish bin replacements by Swale Borough Council and consider any further actions required.
- c. Further to July minutes (item 70b) - To seek a councillor volunteer to join the Neighbourhood Plan Steering Group following a member's departure.
- d. Further to July minutes (item 70c) - The opportunity to apply for Community Infrastructure Grants from £1,000 to £10,000 is open until 25 August 2025. The council is to consider whether there is a project that would warrant applying.
- e. To agree on a parish council representative for the Swale Area Committee.

86. COMMITTEE AND WORKING GROUP UPDATES

- a. **Wises Lane Monitoring & Liaison Group (WLMG)**: To receive a report on updates (attachment 1).
- To consider items for the WLMG to present at the next meeting with BDW.
 - To review and approve the updated Terms of Reference for the Wises Lane Monitoring Group.

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b. Nature Reserve:

- i. To review the Nature Reserve Working Group report and consider options regarding the lease renewal.
- ii. Cllr Motion - To consider pursuing the Nature Reserve for listing as a Local Wildlife Site (LWS), with support from Kent Wildlife Trust. Agreement is sought to progress this opportunity, including liaising with Kent County Council as landowners and as chair of the Kent Nature Partnership Management Working Group.
- iii. Cllr Motion – Permission is sought for a volunteer group to carry out management work in the nature reserve under the requirements of the management plan.
- iv. To receive an update on the Nature Reserve byelaw signs.

c. The Playstool Toilet Committee:

- i. To receive an update on the Playstool toilet and to note the Toilet Committee's approved minutes for July 2025 and draft minutes for August 2025 (attachment 2).
- ii. Further to May 2025 minutes (item 24g), the council is asked to approve the extension of the Toilet Committee until after the completion of the path between the main entrance and the service room door.

87. HIGHWAYS

- a. To review the response from KCC Streetworks regarding diversion routes, and consider any further actions required.
- b. To review the response from KCC regarding the Public Right of Way (PROW) closures, and consider any further actions to be taken.
- c. To consider a response to Graham's regarding junction 5 feedback and the use of Oad Street, Chestnut Street and Danaway as Class C roads for diversions.
- d. Maidston Road and Danaway 40mph scheme update.

88. CORRESPONDENCE

- a. To review correspondence received and agree on actions to be taken.
- b. National Highways & Transport Network - Public Satisfaction Surveys – To consider completion by the Parish Council.
- c. Local Government Reorganisation Survey: To consider completion by the Parish Council.

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

- a. Kent Association of Local Councils – reports circulated as received.
- b. Borden Sports Association – Cllr Sims.
- c. Borden Parish Hall – Cllr Hepburn.
- d. Borden Heritage Group – Cllr Harrison (attachment 3).

91. ITEMS FOR INFORMATION