



## MINUTES OF MEETING HELD ON 18<sup>TH</sup> AUGUST 2022

### 73. APOLOGIES FOR ABSENCE

Cllr Baldock; Cllr Cole;

**In Attendance:** Cllr Sims; Cllr Fassenfelt; Cllr Bolas; Cllr Downes; Cllr Butlin; Cllr Jemmett; Cllr Evans; Cllr Harrison; Cllr Broughton; Cllr Hepburn; Cllr Emery;

### 74. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

Sports Association – Cllr Sims

Parish Hall – Cllr Downes & Cllr Bolas, Cllr Hepburn

### 75. CHAIR'S ANNOUNCEMENTS

The Parish Clerk will be on annual leave from 22<sup>nd</sup> to the 31<sup>st</sup> of August, so please do not send unnecessary emails as there will not be a covering Clerk.

### 76. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MONTHLY MEETING HELD ON 21<sup>ST</sup> JULY 22 (appendix A).

i. It was noted that on July minutes item 67ei should be Cllr Hepburn and not Emery.

It was **RESOLVED** to approve the minutes, with the manual typo amendment noted above. The Chair and RFO duly signed the minutes.

### 77. PUBLIC PARTICIPATION SESSION – *The period of time designated for public participation at a meeting shall not exceed 30 minutes unless directed by the chairman of the meeting, a member of the public shall not speak for more than 5 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.

- i. Incidents in and around the Nature Reserve and Playstool area continue to be reported to the PCSO, including camps, campfires and debris from these, along with suspicious vehicles and the PCSO confirmed that she does patrol the area.
- ii. Cllr Fassenfelt updated that Borden primary school road sign solar panel had been stolen and asked if located could be returned.
- iii. Cllr Bolas updated that teenagers have been seen riding on the pavement in Danaway shouting at people to get out of the way.

#### b. Parishioners – none in attendance.

#### c. County/Borough Councillors (*a written report must be submitted three days before the meeting*)

- i. Borough Cllr Hampshire addressed the meeting, his report received prior to meeting was sent out.

### 78. FINANCE

#### a. To approve accounting statements July 2022 (appendix B).

- i. Chair and RFO to sign the bank reconciliation and bank statement balances (appendix C).

It was **RESOLVED** to approve and sign the bank reconciliation for July and the Chair & RFO duly signed.

#### b. To approve the BACS list of accounts for payment (Approved signatories to sign the BACS payment list)

- i. To note the Victim Support payment of £100. Is a donation as agreed in May minutes, so there is not an attached invoice, only the donation request letter and donation form. May minutes also noted that we request the donation is used locally in Swale area. On investigation the donation details are centralised with no option for a local area spend to be specified.

It was **RESOLVED** to approve the following payments; two signatories duly signed the BACS payment list.

Payee	Budget	Description	Gross	VAT	Net
Clerk/ RFO	Salary	May Salary	£ 904.87	n/a	n/a
Clerk	Clerk expenses	WFH allowance, mileage	£ 29.05	n/a	n/a
HMRC	PAYE	June PAYE costs	£ 256.09	n/a	n/a
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 480.00	£ 80.00	£ 400.00
J England	Safety	Playstool checks	£ 50.00	n/a	n/a
Barcham's	Jubilee	Final - Oak Tree	£ 295.00		

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Mark Vigrass Ltd	Jubilee	Oak tree guard	£ 345.60	£ 57.60	£ 288.00
AJS & Son Electrical	Pavilion infrastructure	Disconnect shower	£ 102.00	£ 17.00	£ 85.00
Victim Support	Donation	May minutes	£ 100.00	n/a	n/a
The Forge	Hall hire	Wises Lane Working Group	£ 30.00	n/a	n/a
Kings Commercial	Maintenance	Toilet cleaning	£ 173.33	n/a	n/a
<b>Total Direct Bank Payments</b>			<b>£ 2765.94</b>		
<b>Direct Debits</b>	<b>Budget</b>	<b>Description</b>	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
EDF Energy	Electric	Feeder pillar	£ 16.00		£ 16.00
Waveney IT	IT Costs	Monthly Mailbox charge	£ 16.67	£ 2.78	£ 13.89
Waveney IT	IT support	Office exchange licence	£ 36.00	£ 6.00	£ 30.00
NPower	Electric	Unmetered supply	£ 81.77	£ 3.89	£ 77.88
Lloyds Bank	See below	Credit card payment	£ 901.09	£ 87.68	£ 813.41
<b>Total DD Payments</b>			<b>£ 1051.53</b>	<b>£ 100.35</b>	<b>£ 951.18</b>
<b>Credit Card</b>	<b>Budget</b>	<b>Description</b>	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
Amazon	Stationary	Office stationery	£ 30.32	£ 2.41	£ 27.91
HM Land Registry	Contingency future projects	Title plan	£ 3.00	n/a	£ 3.00
Adobe	Office	PDF annual fee	£ 21.14	£ 3.52	£ 17.62
Replacement keys	Office	Replacement key	£ 9.05	£ 1.51	£ 7.54
SLCC	Subscriptions	Annual fee	£ 183.00	n/a	£ 183.00
SLCC	Book	Local Council admin	£ 141.80	£ 0.80	£ 141.00
SLCC	Training	GDPR	£ 36.00	£ 6.00	£ 30.00
Amazon	Office	Printer Cartridges	£ 30.14	n/a	£ 30.14
Online Reality	Pavilion	Tables	£ 440.64	£ 73.44	£ 367.20
Lloyds	Charge	Monthly credit card fee	£ 3.00	n/a	£ 3.00
Lloyds	Charge	Monthly credit card fee	£ 3.00	n/a	£ 3.00
<b>Total Credit Card Payments</b>			<b>£ 901.09</b>	<b>£ 87.68</b>	<b>£ 813.41</b>

c. To note Year to Date budget, spend and accounts, sent out prior to the meeting.

d. To note Euroloo invoice £159.44 has been paid by bank transfer on 5<sup>th</sup> August to keep within agreed due date, and duly authorised by 2 signatories.

e. To note at May's meeting it was agreed to donate £100 to Citizens Advice via a grant application. The recently reviewed grant application form has now been sent.

## 79. BUSINESS ITEMS

### a. Press & Media policy review.

Cllr Fassenfelt shared the suggested changes made to the Press & Media policy shown in attachment 3, specifically to change the wording from 'media' to 'all types of media'.

Cllr Broughton suggested the wording could be changed to 'mass media'. Cllr Fassenfelt disagreed as 'all types of media' covered the point sufficiently.

Cllr Fassenfelt proposed that the Press & Media policy in attachment 3, with the change in wording from 'media' to 'all types of media' is adopted; Cllr Butlin seconded.

It was **RESOLVED** to adopt the revised version of the Press & Media policy as detailed in the above proposal.

### b. Data Protection / GDPR.

i. The Clerk reminded all Cllr's that they need to sign the GDPR personal device check list and return to the Clerk.

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- ii. To note, Cllr Jemmett has reviewed the Parish Councils Data Protection policy, and as the Cllr personal device check list covers most of the points raised and the Clerk is in the process of reviewing the most up to date NALC policy, this item will be brought back to the September meeting.
- c. **Pavilion WI-Fi**
  - i. Further to the Clerks initial investigations, Cllr Jemmett as an expert in this area has completed further research into the best available options for broadband. On sharing his findings, he recommended the mobile broadband router/hub, so that there is no fixed connection, and the hub can then be used in multiple Parish Council venues, just by plugging into the mains, giving total freedom and Wi-Fi access to multiple users.  
There was a general discussion around the options including the length of the contract, which provider would have the strongest signal and could this be linked to the Clerks phone contract. Cllr Sims also confirmed that if agreed that the Sports Association would not be liable for the cost and that this should fall to the Parish Council as to be used at multiple sites.  
Cllr Evans proposed obtaining the mobile broadband option which can be used in different venues, Cllr Hepburn seconded.  
It was **RESOLVED** to agree the above proposal and that the Clerk would link in with Cllr Jemmett regarding quotes for the correct product.
- d. **Playstool safety checks** – The weekly attendance payment for this service has remained static since 2014, the Clerk has now received a request to increase this.
  - i. The Clerk advised that approval has been requested of the Parish Council to agree the weekly attendance payment to be increased from £10. to £15 per week.  
Cllr Sims advised that the safety checks carried out includes a weekly check of the defibrillator situated on the wall of the Maypole Inn, and all the Playstool equipment.  
It was **RESOLVED** to approve the increase to the weekly attendance fee from £10. To £15. Per week.

## 80. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive report from Wisers Lane Monitoring. The report can be found at <https://www.bordenparishcouncil.gov.uk/>
  - i. Cllr Fassenfelt gave an update on a notification from KCC regarding a contact for the Key Street Roundabout. After chasing on numerous occasions, he has received assurances from KCC that we will have a contact by the end of September.
  - ii. Regarding the Wisers Lane closure at the A2 junction, it has been reported that work has not been carried out there for a couple of weeks and Cllr Fassenfelt suggested that the Parish Council should write to the contractors about the delays.  
Cllr Sims proposed that a letter of complaint is sent by the Parish Council to the Gas and Transportation Company Ltd, regarding the delays and as work had reportedly not been carried out for 2 weeks, could the road have been cleared earlier, and if so, why was this not done to cause less delays to residents.  
It was **RESOLVED** to write a letter of complaint to the Gas Transportation Company Ltd, to be drafted by Cllr Sims. The Council confirmed that this can be reviewed by Cllr Fassenfelt as the highways lead and the Clerk without the need to bring back to the next meeting.
  - iii. Cllr Fassenfelt informed the Council on the process that is needed for Swale Borough Council to accept mitigation for areas with skylarks when properties are built.
- b. To receive report from Nature Reserve Working Group. The report can be found at <https://www.bordenparishcouncil.gov.uk/>
  - i. Cllr Butlin gave an update on the Badgers after the recent disturbances at the Nature Reserve.
  - ii. To note, the Clerk confirmed that she has sent an email to KCC requesting confirmation that there are not any objections to the Nature Reserve fencing being replaced as suggested at July's meeting and is waiting for a response. Cllr Sims stated that we should not need to wait for KCC approval and should go ahead with the fencing now as the cost of supplies are increasing and the quote agreed upon at the July meeting may go out of date.  
It was **RESOLVED** that the Clerk would arrange with contractor agreed at the July meeting to carry out the Nature Reserve fencing.
  - iii. To note, the Clerk is waiting to confirm the correct contact details regarding the fencing from KCC prior to emailing again regarding FOBNR installing lecterns.

## 81. OPEN SPACES

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- a. Playstool toilet repair update.
- i. Cllr Emery investigated the toilet issue and found it to be the flush and pump, which is repairable by Euroloo, and so arranged for a quote to be sent to the Clerk, which has been received for £132. Including VAT. As under the financial regulation 11.8 this is a specialist service The Clerk has requested the repair be carried out without further quotes being required.
- b. Christmas lights switch on.
- i. Cllr Sims informed the Parish Council that the Christmas lights committee have asked to switch the lights on, on Sunday 4<sup>th</sup> December.
- It was **RESOLVED** to agree the proposed light switch on date of 4<sup>th</sup> December.
- Cllr Sims also proposed that the Clerk can use the £1000. Budget for the Christmas tree lights to pay for the electrician checks, which may require the hire of a cherry picker and additional items for the safety inspection. Cllr Bolas added the caveat that the same electrician as last year is used as he has the knowledge to do this. Seconded by Cllr Emery.
- It was **RESOLVED** to agree this proposal which will suspend the financial regulations for securing 3 quotes.
- c. Wrens Road notice board update on insurance claim.
- i. To note the Clerk updated that the insurance claim payment for the new notice board has been received, and she is in discussion with the notice board company regarding order and installation, which may take several weeks.
- d. ROSPA Play Safety inspection report review.
- i. Cllr Sims informed that on the 8<sup>th</sup> August, along with Cllr Fassenfelt, Cllr Bolas, and the Clerk he reviewed the Playstool equipment that requires repair or replacement on the report.
- Cllr Sims proposed that the Clerk arrange for the work to be completed, where possible using Steve Wakeling and the original equipment supply company for those items to be repaired or removed and replaced.
- It was **RESOLVED** to agree the above proposal and as this is a safety issue to use the original installation company and / or Steve Wakeling to carry out the repairs, replacements, and removals. (Under financial regulation 11.8 this is a specialist company and so the normal 3 quotes do not apply).
- e. Oak Tree post planting plan – Cllr Fassenfelt.
- i. Cllr Fassenfelt updated that the Oak tree will be delivered on 16<sup>th</sup> September, and that he along with Cllrs Sims & Bolas have marked the planting spot. Delivery will be in the morning and planting the tree in the afternoon and help from other Councillors would be welcomed.
- f. Oak saplings availability.
- i. To note, Cllr Emery has been given several Oak tree saplings which are about 2 ft high and wanted to know if there was anywhere, they could be planted on the Playstool. Cllr Bolas advised that there was not a lot of suitable space on the Playstool but the Nature Reserve may be a possibility. Cllr Emery will hold on to them for the time being.

## 82. MOTIONS FROM COUNCILLORS

- a. Cllr Harrison – A Parishioner has mentioned about having a litter bin at the junction of Hearts Delight and Wrens Road beside the Memorial seat.
- It was **RESOLVED** that the clerk will contact SBC for the cost for this and confirmation that they will empty the bin.
- b. Cllr Emery – At the entrance to the Playstool Steps there has been a tree blown down in a gale. This happened a while ago and left hole in a ground which looks unsightly and want to know what can be done with it.
- There was a general discussion around options i.e., removing it or leaving it for wildlife.
- Cllr Emery proposed that we go out for a quote to remove the tree and restore the ground.
- It was **RESOLVED** to agree the above proposal and that the clerk would get quotes for this work.
- c. Cllr Emery - Community assets to be listed.
- Cllr Emery referred to Cllr Baldock previously suggesting that our local pubs such as the Maypole Inn be added to a community asset register. There was a general discussion on how this could be done and would there be any Parish Council liability or risks involved.
- Cllr Bolas advise that the Parish Council or community would not be under any obligation, but it would place the vendor under an obligation, should they wish to sell as they would need to give the community an opportunity to buy.
- It was **RESOLVED** to bring back to next meeting when Cllr Emery has more information regarding this.
- d. Cllr Butlin - Consultation invitation\_ Air Quality Action Plan (AQAP) 2023 - 2028.

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Swale Borough Council are reviewing and updating their AQAP which expires at the end of 2022. They are now looking to invite key stakeholders including Borden Parish Council to provide their views on the updated measures via an on-line link.

- i. Cllr Butlin proposed at the table on page 3, point 10 - BPC comments "Would like to see all villages and towns adopting 20's Plenty, with positive support from KCC"

It was **RESOLVED** to put Borden and surrounding areas in the proposal. Cllr Evans abstained.

Cllr Bolas informed that none of the new proposed sites are near the new development and suggests that Swale should put one in the worst area found, to ensure the impact of the new development will not further raise that level in high density residential areas such as Wises Lane and possibly Chestnut Street.

It was **RESOLVED** to use Wises Lane to request an additional air monitoring point near the junction with the A2 London Road, so to monitor any deviation in the air quality associated to the Wises Lane development, opposed to Sittingbourne town traffic. Cllr Bolas to send details to Clerk, for reply.

- e. Cllr Emery – Review of March planning application 22/500468, St Martins Cottage, The Street. The application was for the Insertion of replacement UPVC wood flush effect windows and composite black wood effect front door, to which the Council resolved to object on the grounds that the property is in the conservation area and has a high visual impact on the street scene in Borden Village. The parish council would like to see that the replacements are of traditional materials and like for like design.
- i. Cllr Emery updated that the above planning application had been withdrawn but new UPVC windows had been installed. Cllr Butlin noted that the conservatory and front wall has been knocked down, which cannot be done without permission in a conservation area.
- Cllr Emery proposed that the Clerk approach Swale planning to enquire how this work has been started when the planning application was withdrawn. Seconded Cllr Butlin
- It was **RESOLVED** to agree the above proposal for the Clerk to contact Swale planning regarding an investigation into how the work has been carried out, as it's a potential breach of regulations at a conservation area, demolition without permission and use of PVC front door.

## 83. HIGHWAYS

- a. To receive update on Highways matters.
- i. Further to the Highways report that can be found at <https://www.bordenparishcouncil.gov.uk/>.
- To note that the Clerk has emailed KCC regarding installing a seating bench on The Street and the junction with Mountview, by the bus shelter, and KCC have not objected.
- Cllr Fassenfelt proposed that the Clerk obtain the cost for the provision of a bench and its fittings on a concrete standing, with the bench secured to the concrete, then ask Cllrs Baldock & Hampshire if they are prepared to fund the bench. Cllr Harrison seconded, 1 against & 2 abstentions.
- It was **RESOLVED** to agree the above proposal.
- Cllr Fassenfelt updated on the recent National Highways communications regarding road closures including Oad Street. Grahams the contractors have a drop-in session 24<sup>th</sup> Aug 10 – 12 and 5 – 7pm regarding the slip road closure and a further drop in on 14<sup>th</sup> September. Grahams have suggested a meeting with members from Parish Council, to answer questions such as why it will take 18 weeks.
- Cllr Fassenfelt proposed that Cllr Sims (Chair) and himself (Vice Chair) take up that offer and report back to full Council in September. Seconded Cllr Harrison.
- It was **RESOLVED** to agree the above proposal.
- ii. Maidstone Road diversion – the Clerk emailed our Local MP, KCC & National Highways, for a further response to our letter sent on 7<sup>th</sup> July. No further information has been provided from these follow up communications.
- Cllr Fassenfelt proposed issuing a press release which he has drafted.
- It was **RESOLVED** to circulate the press draft to the full Council and send to the press.
- iii. KCC 2<sup>nd</sup> stage complaint. Cllr Fassenfelt proposed not to take the complaint to the ombudsman at this point but to firstly go forward and take up the offer of meeting with the KCC to discuss the Borden Highways Improvement Plan. Cllr Bolas added the caveat that the meeting be held within the next 2 months, and if not, satisfactory we can at that time still go to ombudsmen
- It was **RESOLVED** to accept the above proposal.
- b. Local Cycling & Walking Infrastructure Plan (LCWIP) - noted in report.
- c. Speedwatch – Cllr Fassenfelt praised the splendid work previously done by Cllr Downes, but now needs to ask if any other Cllrs would like to take on the responsibility for Speedwatch. There were no volunteers.

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Cllr Fassenfelt proposed that another options would be to go out to the local community to see if there is someone who would be willing to run this programme, which Cllr Fassenfelt is happy to supervise but does not have the time to take on full time. Cllr Butlin seconded this approach.

It was **RESOLVED** to go with the public option, Cllr Fassenfelt will link in with Cllr Downes and let the Clerk know when to go out via social media to the public.

d. Active Travel – Cllr Bolas.

To note, Cllr Bolas gave an update to the Council on what is meant by Active Travel.

Most of the Active Travel requirements fit in with the Borden Highways Improvement Plan (HIP), and Cllr Bolas would like to encourage the widen my path link with areas around your house that conform with Active Travel. In theory this could link into 12-13 improvement areas on the HIP. There is also government funding available if we can persuade KCC that there is enough interest.

Cllr Bolas will take a close look at this and respond.

## 84. EXTERNAL MEETINGS

a. Western Area Committee.

i. Workshop for Walking and Cycling Project – Cllr attendees names required for the following dates 14<sup>th</sup>, 15<sup>th</sup>, 21<sup>st</sup> and 22<sup>nd</sup> of September.

The date has now been confirmed as the 15<sup>th</sup> September.

It was **RESOLVED** that Cllr Fassenfelt will attend the meeting and report back to the full Council.

ii. Cllr Butlin advised of the Western Area meeting on 1<sup>st</sup> Sept and to let her know if there are any agenda items.

## 85. CORRESPONDENCE

a. Response from William Barrows Charity regarding declined grant applications.

i. There were no further comments on the letter.

Cllr Sims suggested this has opened the opportunity to submit a full application.

Cllr Bolas proposed an exercise again to get a set of quotes and list the advantages of a community toilets and re submit to William Barrow Trust. Seconded Cllr Fassenfelt.

It was **RESOLVED** to agree this proposal, and Cllr Sims along with Clerk will compose the report.

b. Hugo Fox enquiry regarding overhanging Trees on the Playstool at Mountview.

i. Following on from July Item 69b, the Clerk confirmed that she had agreed a quote to trim back the sycamore tree at Mountview and that this had now been completed. The quotes were not held for further full council review as the tree was cut back as soon as possible for safety reasons due to branches leaning over and touching the side of the house and roof.

ii. Another Hugo fox email has been received regarding several trees with overhanging branches into gardens at Mountview. The Clerk along with Cllrs Sims & Fassenfelt went along to look at the trees from the woodland side and the Clerk has taken photos to help the Parish Council decide on the required action.

From the photos there is a lot of ivy on the trees, and Cllr Bolas suggested that we will need to understand if this has damaged the trees in a way which would make them unstable and is in favour of having this assessed by removing the ivy so a tree inspector could see the state of tree to make it safe. There is a concern that if we remove sound trees from the Playstool or woodland area then this may establish a precedent. If a tree is not causing a safety of structural integrity issues the Council is not responsible for covering the cost of cutting the trees back.

Cllr Bolas proposed that we do not remove or carry out works to our trees unless they are causing structural or safety issues. Seconded by Cllr Butlin.

It was **RESOLVED** to agree the above proposal, and the Clerk will meet with Cllr Bolas at the woodland site to identify the tree which needs the ivy removing. The Clerk to respond to the Hugo Fox email accordingly.

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

1) **Application No: 21/504812/REM** Location: Land at Manor Farm Chestnut Street Borden Kent ME10 1YU

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).

Cllr Fassenfelt updated that on 24/09/21 Borden Parish Council objected to the previous version of this application on seven grounds, and although the application has changed slightly the points still apply as follows;

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1. This detailed planning application for 50 houses deviates considerably from the previously approved outline planning application changing the development from the original concept.
2. The outline planning permission witnessed a greater number of bungalows and 2-bedroom properties. This detailed application has changed that to larger homes which are not in keeping with local needs as previously accepted.
3. The respectful gap between the development and houses in Cherryfields and Key Street has been reduced to the detriment of the privacy afforded existing residents.
4. The development properties abutting Cherryfields were agreed as one storey properties (bungalows) so as not to overlook existing houses thus avoiding visual intrusion which will adversely affect the quality-of-life afforded Cherryfield residents.
5. The boundary gap next to the public footpath has been drastically reduced by the developer from the original agreement which would have a detrimental effect on the public utilising his public right of way.
6. There is an established badger sett on this proposed developed area. The current proposal to move it to the neighbouring lands will conflict with the suggested resolution.
7. What are the proposal for the highways exit onto Chestnut Street either the existing or impending new infrastructure? The additional vehicular traffic created by this development requires careful consideration to negate severe highways safety concerns.

Cllr Butlin informed about cycle storage which was not shown on plans with the recommended 1 for each bedroom. Also, the submitted ecological report did not mention the badger sett

It was **RESOLVED** to use the previous 7 points as detailed but to also adapt point 6 to re assess the badger sets and foraging habitat, an ecological assessment is needed to confirm the existence of the badger set and foraging area, and to also add these 4 further points;

8. There is no evidence of cycle storage and there should be 1 bike per bedroom in secure storage.

9. There is need to confirm that this development will improve air quality standards.

10. This development should meet the Active travel requirements.

11. This development should provide sufficient EV charging points.

## 2) **APP/V2255/W/22/ Notification of Appeal Lodged with the Planning Inspectorate**

3296580 Proposal: Demolition of existing property and erection of 2 no. five-bedroom dwellings with associated parking and private amenity space as amended by drawing no's.

21.29\_PL\_11 Rev A; 21.29\_PL\_12 Rev B; 21.29\_PL13 Rev B; 21.29\_PL14 Rev A and

21.29\_PL\_20. Location: Greystone Bannister Hill Borden

There is no resolution as FYI

## 3) **Application: 22/503633/TPOA** Grid: 588833/162542; Parish: Borden

Address: Kirkella House 5 The Rise Borden Kent ME9 8HY

Proposal: Tree Preservation Order application: (T001) Black Pine 'Pinus Nigra' Fell to ground level and re plant, the tree has shown a steady decline over the last year.

Cllr Butlin informed that the tree has not been viewed by a tree inspector.

It was **RESOLVED** that there should be an assessment of the tree by the conservation officer.

## 4) **Application: 22/503698/NMAMD** Grid: 588553/163571 Parish: Borden. Address: Land At Wises Lane Borden Kent

ME10 1GD. Proposal: Non-material amendment in relation to planning permission 17/505711/HYBRID and appeal reference V2255/W/19/3233606: To change the wording of condition 66 to 'Before the approval of reserved matters for any phase (excluding Phase 1A), the applicant (or their agents or successors in title) shall secure and have reported a programme of archaeological field evaluation works for that phase, in accordance with a specification and written timetable which has been submitted to and approved by the local planning authority'.

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

## 5) **For information only** these planning applications will be reported to the Planning Committee meeting of the Council to be held in the Council Chamber at Swale House on 18 August 2022 at 7pm.

a. **Application No: 22/501315/FULL** Proposal: Raising of roof height and insertion of dormer window and roof lights together with two storey front and rear extension as amended by drawing No. 01.22.09C. Location: St Mawes, The Street Borden Kent.

b. **Application No: 21/505544/FULL**

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Proposal: Revision to extant planning permission SW/96/0620 for the demolition of 1 bungalow and garage and the erection of 6 no. houses, garages, and parking. Widening of Washley Hill, provision of a pedestrian footpath from Hearts Delight Road, closure of existing vehicular access and provision of new, relocated access, along with wildlife Enhancements Location: Hillyfield Hearts Delight Borden Sittingbourne.

- c. **Application No: 22/502679/ADV** Proposal: Advertisement Consent for 1no. non-illuminated hoarding signage board. Location: Manor Farm Key Street Sittingbourne Kent.

## 87. REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES (Reports to be circulated prior to meeting).

- a. Kent Association of Local Councils – Cllr Baldock.
- i. All KALC reports circulated as received.
- b. Borden Sports Association – Cllr Sims. The report can be found at <https://www.bordenparishcouncil.gov.uk/>.
- i. Wheelchair ramp quotes – The Clerk has investigated on-line suitable wheelchair ramps for the Pavilion and sent out details and costs.
- It was **RESOLVED** to agree the quote for the essential aid's suitcase ramp at a cost of £116.99 excluding VAT, which the Clerk will order.
- c. Heritage – Cllr Harrison. The report can be found at <https://www.bordenparishcouncil.gov.uk/>
- d. Borden Parish Hall – Cllr Hepburn. The report can be found at <https://www.bordenparishcouncil.gov.uk/>
- i. Update on quotes for Parish Hall outside bench's refurbishment.
- To note, the Clerk has struggled to get quotes and only one received at present, although she has chased another up and she will keep trying.
- ii. Update on a quote for a dropped kerb at the bottom of the ramp at the double doors at the back of the hall. This will enable disabled people to enter the hall from the safety of the car park, and not have to stop a car on the road to access the dropped kerb there.
- It was **RESOLVED** that although the Parish Hall have already sought one quote for £549. plus, VAT, Cllr Hepburn will send the Clerk the measurements for the ramp so that the normal 3 quotes can be acquired and bought back to the next meeting. The Clerk will also confirm if the Parish Hall or Parish Council is responsible for payment, as the ramp is an external fixture.
- iii. To Note, EV charging – Cllr Bolas will forward the grant funding officer details to the Clerk, and Cllr Bolas will send a holding email. To be added to September's agenda.

## 88. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to councillors.

## 89. To receive any reports from councillors.

- i. Cllr Butlin, shared from the SAC meeting update from the Chief Inspector, that currently there are 24 PCSO's in Swale but this will be reducing to 5 by Christmas.
- ii. Cllr Hepburn reminded that on 26<sup>th</sup> September School Lane will be closed.
- iii. Cllr Bolas added regarding Active travel with the increasing affordability of cars and costs, if it feels safe walking or travelling by bike, this will ease those costs.
- iv. Cllr Broughton apologies for the next meeting.
- v. Cllr Sims gave an update on the Parish Council Byelaws. A recent discovery of previous Parish Council files has identified that there may be byelaws in existence for The Playstool, The Woodlands and the Nature Reserve but these were not registered with Swale Borough Council. The clerk has emailed the Government Levelling Up, Housing & Communities department to confirm the previous submission of these byelaws and their current legal status. A reply is awaited.

Meeting closed 21.55

NEXT MEETING TO BE HELD 15<sup>th</sup> September 2022

Signed

Clive Sims ..........Chair

To note that the next meeting date was changed to 26<sup>th</sup> September 22, due to the Period of mourning for Queen Elizabeth II.