

BORDEN PARISH COUNCIL

**All members of Borden Parish Council are summonsed to attend the
FULL COUNCIL MEETING OF BORDEN PARISH COUNCIL to be held on
Thursday 16th July 2020
Via Video Conferencing at 7pm
Contact the Clerk for log in details**

Julie Miller

Julie Miller, Parish Clerk

clerk.bordenpc@gmail.com

9th July 2020

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNARY INTERESTS

3. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MEETINGS HELD ON 18th JUNE 2020.

(Attachment A)

4. PUBLIC PARTICIPATION SESSION –

The period of time designated for public participation at a meeting in accordance with standing order 3 above 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
- b. Parishioners
- c. County/Borough Councillors

5. FINANCE

- a. **To approve accounting statements June 2020**
 - i. Chair and RFO to sign the bank reconciliation and bank statement balances
(Attachment B)
- b. **To approve the accounts for payment**
(Appendix 1)
 - i. Approved signatories to sign the BACs payment list
- c. **To note KCC Members Grant of £387.10 received for sanitiser at parish hall market.**

6. ACTIONS TAKEN IN RESPONSE TO COVID-19

- a. **To receive update on COVID-19 response and market deliveries**

7. GOVERNANCE AND ADMINISTRATION

- a. To receive update on Parish Hall 5 year costed plan.
- b. To receive electrical report on Sports Pavilion and consider next steps
(Attachment C)

8. PLANNING MATTERS

- a. To receive update on Wises Lane planning appeal.
- b. To receive update on Neighbourhood Plan.

9. OPEN SPACES

- a. To note awaiting quote for replacement of picnic tables - delayed due to COVID-19
- b. To receive quote for dog bin waste bag dispensers.
- c. To receive update on plaque and marking of oaks for Centenary Gardens – Cllr Sims
- d. To receive report on toilet issues and consider next steps. *(Attachment D)*
- e. To consider play area risk assessment and discuss re-opening. *(Attachment E)*
- f. Litter motion for legislative creation

10. BORDEN NATURE RESERVE

- a. To note update on fly-tipping prosecution.
- b. To note fly-tipping on Cryalls Lane
- c. To note update from Cllr Baldock on 'Friends of' group.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted, the public and the press will be asked to leave the meeting during consideration of item 10 a.

11. HIGHWAYS

- a. To receive notes from Highways Improvement Project and consider recommendations.
(Attachment F)
- b. To receive update on the use of Maidstone Road as a diversion for the A249.
- c. To note plans requested from KCC for Key Street Roundabout
- d. To note response from Diocese that they are unable to contribute to new street lamp and suggestion to approach Fr Robert and the PCC for funding.

12. RECOGNITION IN THE COMMUNITY

- a. To consider plaque in Village Hall – Cllr Downes
- b. To consider Community Award nomination – Cllr Baldock

13. CONSULTATIONS FOR COMMENTS

- a. NALC Model Code of Conduct

14. EXTERNAL MEETINGS

- a. Swale Area Committee KALC 29th June 2020 – Cllr Sims

15. CORRESPONDENCE

- a. Email from resident regarding white van parking in Wrens Road – referred to KCC
- b. Email from resident thanking the parish council for the Monday markets
- c. Email from resident regarding Munsgore Glamping Site
- d. Email from resident regarding Pond Farm Road planning application

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

- a. **APPLICATION REF: 20/502194/FULL**
PROPOSAL: Erection of a single storey front extension, single storey rear extension, loft conversion, raised rear garden decking and a new detached garage.
ADDRESS: Sorrento School Lane Borden Sittingbourne Kent ME9 8JS
- b. **APPLICATION REF: 20/502762/FULL**
PROPOSAL: Erection of a two storey side and first floor rear extension together with roof alterations and changes to fenestration. Creation of new access and driveway. (Resubmission of 19/506237/FULL)
ADDRESS: Conifers The Street Borden Sittingbourne Kent ME9 8JN
- c. **APPLICATION REF: 20/502549/FULL**
PROPOSAL: Temporary change of use until 31st August 2030 to permit the property to be used as a commercial vehicle base/store. Up to 30 commercial vehicles will be operated from the site in connection with a government contract. Vehicles will not be serviced or washed from the site.
ADDRESS: Unit 1 Hooks Hole Farm School Lane Borden Kent ME9 8DA
- d. **To note lodge of appeal**
Proposal: Conversion of existing disused light industrial workshop to a four bedroom dwelling, and conversion of existing adjacent associated office and store into a home office to be used by the dwelling occupier. Proposals include part demolition of existing workshop and installation of a sewage treatment plant.
Location: Light Industrial Unit (Disused) Land Adjacent To Pebble Court Farm Woodgate Lane

17. REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES

- a. Speedwatch – Cllr Downes
- b. Kent Association of Local Councils – Cllr Sims
- c. Borden Sports Association – Cllr Sims
- d. Heritage – Cllr Harrison
- e. Borden Parish Hall – Cllr Hepburn

18. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to councillors (Appendix 2)
- b. To receive any reports from councillors

19. NEXT MEETING DATE - TO BE CONSIDERED.

Appendix 1 ACCOUNTS FOR PAYMENT JULY 2020

	Invoice Date	Invoice Number	Services Provided	Gross	Net	VAT
Ms J Miller			Clerk costs July	£ 580.63	n/a	n/a
HMRC			PAYE costs July	£ 145.20	n/a	n/a
Ms J Miller			Expenses - Clerk July	£ 67.30	n/a	n/a
Steve Waklin	23/06/2020	56A	Maintenance payment Playstool 2	£ 453.20	n/a	n/a
EuroLoos	01/06/2020	139254	June Toilet Servicing	£ 144.00	£ 120.00	£ 24.00
Fryer Cleaning & Maint	30/06/2020	8647	Maintenance of memorial & centenary gardens	£ 460.80	£ 384.00	£ 76.80
Pensdown	29/06/2020	C7610/6487	Installation of projector and screen	£ 2,101.20	£ 1,751.00	£ 350.20
Fasciaclad Plastics	08/06/2020		fascia and repairs pavilion	£ 5,125.00	£ 4,270.83	£ 854.17
KCS	Various	Various	PPE for market	£ 59.98	£ 52.10	£ 7.88

Appendix 2 MATTERS FOR INFORMATION

11/06/2020	New Model Code of Conduct Consultation
11/06/2020	NALC Call for Evidence
11/06/2020	COVID-19 Update
11/06/2020	NALC newsletter
11/06/2020	KALC Community Awards
11/06/2020	National CSSC Green message
15/06/2020	NALC Chief Executives Bulletin
15/06/2020	New Model Code of Conduct
15/06/2020	CSSC South East Message
15/06/2020	HM Prison and Probation Service
15/06/2020	Step by Step Kent Mens Sheds
15/06/2020	COVID-19 update
15/06/2020	Programmed works
15/06/2020	Chief executives bulletin
15/06/2020	NALC Newsletter
19/06/2020	Weekly programmed works
22/06/2020	Message to parish and town councils
22/06/2020	COVID 19 recovery phase
22/06/2020	NALC Chief executive bulletin

29/06/2020	Temporary pedestrianisation Sittingbourne
29/06/2020	Kent PCCs Summer Newsletter
29/06/2020	Parks and Green Spaces
29/06/2020	Anti-idling campaign
29/06/2020	Weekly programmed works
29/06/2020	Chief Executives Bulletin
29/06/2020	KALC Virtual meetings workshop
29/06/2020	NALC Chief Executives Bulletin
29/06/2020	KALC News June 2020
29/06/2020	The Rural Bulletin
29/06/2020	KALC Website Accessibility Online Workshop
08/07/2020	NALC unveils plans for a series of online events
08/07/2020	KCC Electric Vehicle Charging Points Grant
08/07/2020	RSN Rural Digest
08/07/2020	COVID 19 Update
08/07/2020	The Rural Bulletin
08/07/2020	KALC Virtual Events
08/07/2020	NALC Supporting local councils
08/07/2020	NALC Chief Executives Bulletin
08/07/2020	KCC Newsletter
08/07/2020	NHS Kent and Medway CCG
08/07/2020	Weekly Programmed works
08/07/2020	KALC CEO bulletin
08/07/2020	Kent Police Rural Task Force Report