

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 February 2023** in the **Barrow Room of the Parish Hall, School Lane** at 7pm

Teresa Millum

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

10th February 2023

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

3. CHAIR'S ANNOUNCEMENTS

4. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MONTHLY MEETING HELD ON 19th January 23 (appendix A).

To note item 162aiii on January minutes should read the 'no waiting' restriction to be extended by 50 meters and not to 50 meters.

5. PUBLIC PARTICIPATION SESSION – *The period 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.*

- Police/PCSO.
- Parishioners.
- County/Borough Councillors (*a written report must be submitted three days before the meeting*).

6. FINANCE

a. To approve accounting statements for January 23 (appendix B).

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

Payee	Budget	Description	Gross	VAT	Net
T Millum	Clerk salary	Clerk salary	£949.82	n/a	£949.82
T Millum	Clerk expenses	WFH allowance, mileage	£29.05	n/a	£29.05
HMRC	PAYE	PAYE costs	£280.73	n/a	£280.73
Ethos Air	Pavilion Infrastructure	Heating installation	£2,820.00	£ 470.00	£2,350.00
M Downes	Stationary	Office (Key cut Timpson's)	£9.00	n/a	£9.00
Steve Wakeling	Contingency for future projects	Parish Hall bench refurb	£297.00	n/a	£297.00
Steve Wakeling	Playstool repair	ROSPA repairs	£285.00	n/a	£285.00
MEC 2001 Ltd	Pavilion infrastructure	Air Con box guard alteration and fit	£390.00	£ 65.00	£325.00
Kings Commercial Services	Toilet cleaning	Playstool toilet cleaning	£173.33	n/a	£173.33
J England	Playstool inspections	Safety	£60.00	n/a	£60.00
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£405.60	£ 67.60	£338.00
Total direct payments			£5,699.53	£ 602.60	£5,096.93
Direct Debits	Budget	Description	Gross	VAT	Net
EDF Energy	Electric	Feeder pillar	£16.00	n/a	£16.00
O2	IT Costs	Mobile	£13.20	£ 2.20	£11.00
Waveney IT	IT Costs	Monthly Mailbox charge	£16.67	£ 2.78	£13.89

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Information Commissioner's Office	Office	Annual Data protection fee	£40.00	n/a	£40.00
Lloyds Bank	Credit card	Credit card payment	£326.30	£ 53.88	£272.42
Npower	Electric	Unmetered supply	£72.20	£ 3.44	£68.76
Total DD payments			£484.37	£62.30	£422.07
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Euroloos	Toilet maintenance	Toilet Maintenance 1-31 Dec	£159.44	£ 26.57	£ 132.87
Amazon	Office stationery	Finger cones	£4.45	£0.74	£ 3.71
Euroloos	Toilet maintenance	Toilet Maintenance 1-31 Jan	£159.41	£26.57	£ 132.84
Lloyds	Charge for card end 3857 TM	Monthly credit card fee	£3.00	n/a	£3.00
Total Credit card payments			£ 326.30	£ 53.88	£ 272.42

- c. To note year to date accounts and budget spend (attachment 1).
 - d. To note the payment of £390.00 to MEC 2001 has been authorised by the Clerk under financial regulation 3.4. This was to adapt the Air Conditioning unit cage so that it could be fitted to the side wall of the Pavilion and protect the unit from damage.
- 7. BUSINESS ITEMS**
- a. To review and discuss community assets (attachment 2).
 - b. To agree the purchase of a scanner - from January minute item 159e, further quotes have been sought for scanners that have a 600dpi (attachment 3).
 - c. To discuss and agree quotes for cutting the Ivy back on trees at the Woodland (attachment 4).
 - d. To agree on a mobile broadband provider - from January minute item 166b, further information has been sought to allow a decision to be made on the most suitable option (attachment 5).

8. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive report from Wises Lane Monitoring Group (attachment 6).
- b. To note and discuss resident's communications regarding the Wises Lane development and the volume of heavy vehicles using the Parish Roads and Lanes (attachment 7).
- c. To discuss the option of a community partnership with BDW homes (attachment 8).
- d. Operation Golden Orb – His Majesty King Charles III Coronation.

9. OPEN SPACES

- a. To receive an update on the Byelaws.
- b. To note the ROSPA repairs for the Children's playground equipment have once again been delayed and will now commence week commencing 20th February, this is due to still waiting for parts.
- c. To discuss what Borden Parish Council can do about the problem of pavement parking – Cllr Cole.
- d. To discuss further January minute item 143d and agree the type of plaque and stand required for the Queens Jubilee oak tree prior to quotes being sought.

10. HIGHWAYS

- a. To receive update on Highways matters (attachment 9).
- b. Badger survey - As per December minutes item 142aii, the Clerk has contacted the surveyor and been advised that the survey can be carried out at the end of February or early March. As access has not been agreed to Manor Farm, can the Council clarify that this will now only be for areas 1 – 3.

11. MOTIONS FROM COUNCILLORS

- a. Community Champions honours board (July Minutes item 67c) – On investigating the Clerk has learnt that that the new board and lettering should be of similar style to those already in place at the Parish Hall and located

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ideally on either side of the doors leading to the toilets. The Clerk has taken pictures of the different boards located in the Parish Hall. Further clarity is asked for which style and size of board is to be quoted for – Cllr Harrison.

- b. To discuss the KALC posters for resident to attend courses if interested in finding out about being a Councillor – Cllr Butlin (attachment 10).

12. CORRESPONDENCE

- a. Hugo Fox - To discuss a request adding double yellow lines at Bannister Hill (attachment 11).
- b. Hugo Fox - Sponsored run for defib (attachment 12).
- c. Hugo Fox - environmental consultancy and we are hoping to be able to fund a scheme locally to improve biodiversity (attachment 13).

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

- 1) **APPLICATION REF: 22/505735 Manor Farm**; 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.

This application has been previously discussed in January minutes under item 164/1, with initial comments sent on to SBC Planning. SBC Planning have agreed to allow a further extension until after this meeting, so that this application can be considered further by the Parish Council (attachment 14)

- 2) **APPLICATION REF: 22/505503/LDCEX**. Grid: 587023/162195. Address: Oad Street Craft Centre Oad Street Borden Sittingbourne Kent. 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).

SBC Planning have agreed to an extension for comments.

- 3) **APPLICATION REF: 23/500225/SUB**. Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of Details pursuant to conditions 10 (Public Sewage System Scheme), 16 (Installation of High Speed Fibre Optic and Telecommunication), 33 (Framework Travel Plan), 44 (Tree Surveys/Protection Scheme), 48 (Protect and Divert Public Sewers), 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 2b & 2C Western Link Road) **(attachment 15)**.

- 4) **APPLICATION REF: 23/500263/REM**: Grid: 588553/163571. PROPOSAL: Approval of Reserved Matters for Scale, appearance, Landscaping, Layout being sought for the Sittingbourne Rugby Club and Community Hub including, 2x RFU compliant rugby pitches and associated parking, pursuant to application 17/505711/HYBRID. ADDRESS: Land At Wises Lane Borden Kent ME10 1GD. **(attachment 15)**.

Comments due by 20th February 23

- 5) This item is to note for information regarding Planning Application 22/502679/ADV – Manor Farm. Town and Country Planning Act 1990 (As Amended) – Planning Appeal Commercial Appeal Service Location: Manor Farm Key Street Sittingbourne Kent ME10 1YU. Proposal: Advertisement Consent for 1no. non-illuminated hoarding signage board. Appellant: Abbey Developments Ltd. Appeal Reference Number(s): APP/V2255/Z/22/3306661 An appeal has been lodged by Abbey Developments Ltd in relation to the above for the following reason: The Council has refused permission for this application. Appeal Starting date: 25 January 2023.

14. 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.
- c. Borden Parish Hall – Cllr Hepburn (attachment 16).
- d. Borden Heritage Group – Cllr Harrison (attachment 17).

15. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to Councillors (attachment 18).
- b. To receive any reports from Councillors.

NEXT MEETING TO BE HELD 16th March 2023