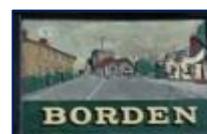


# BORDEN PARISH COUNCIL



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on **Thursday 18<sup>th</sup> April** at the Pavilion, Wises Lane at 7 pm

Teresa Millum

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

12<sup>th</sup> April 2024

## 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 Parish Council meeting held on 21<sup>st</sup> March 2024 (Appendix A).

### 5. CO-OPTION VACANCIES

To consider applicants for the appointment of 2 new co-opted Councillor vacancies.

(Application forms can be found on the Parish Council website at [www.bordenparishcouncil.gov.uk](http://www.bordenparishcouncil.gov.uk)).

### 6. PUBLIC PARTICIPATION SESSION – The period designated for public participation at a meeting shall not exceed 10 minutes unless directed by the chairman of the meeting, 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 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).

### 7. FINANCE

- To approve the accounting statements and bank reconciliation, which include the general and earmarked reserves as of 31<sup>st</sup> March 2024 (Appx B).
- To note the 2023/24 budget vs the actual report as of 31<sup>st</sup> March 2024.
- To note the detailed earmarked reserves and movements as of 31<sup>st</sup> March 2024.
- To approve the following BACS list of accounts for payment in April 2024.

Payee	Budget	Description	Gross	VAT	Net
Staff	Payroll	Staff salary	£ 994.02	n/a	£ 994.02
Staff	Expenses	WFH allowance	£ 29.05	n/a	£ 29.05
HMRC	Payroll	PAYE	£ 310.50	n/a	£ 310.50
JNC Architecture	New Playstool Toilet	Architect deposit	£ 1,012.50	n/a	£ 1,012.50
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 505.20	£ 84.20	£ 421.00
Kings Commercial	Open Spaces	Toilet Cleaning	£ 173.33	n/a	£ 173.33
J England	Health & Safety	Playstool insptctions	£ 75.00	n/a	£ 75.00
Parish Hall	Hall Hire	Barrow room 09/01/24	£ 28.80	n/a	£ 28.80
Lushland	Health & Safety	Annual tree survey	£ 900.00	n/a	£ 900.00
Rialtas	Office	Annual cloud user fee	£ 396.00	£ 66.00	£ 330.00
Rialtas	Office	Accounting system annual software	£ 230.40	£ 38.40	£ 192.00
Steve Wakeling	Coronation	Fix and secure oake tree plaque	£ 85.00	n/a	£ 85.00
Richard Wilkinson Electrical	Open Spaces	Pavilion - replace disabled toilet alarm	£ 180.00	£ 30.00	£ 150.00
Citizens Advice	Donations	S 142	£ 50.00	n/a	£ 50.00
KALC	Subscriptions	Annual renewal	£ 1,062.74	£ 177.12	£ 885.62
<b>Total BACS payments</b>			<b>£ 6,032.54</b>	<b>£ 395.72</b>	<b>£ 5,636.82</b>
Direct Debits	Budget	Description	Gross	VAT	Net
Waveney IT	IT Costs	Monthly Mailbox charge	£ 18.17	£ 3.03	£ 15.14
Hugo Fox	Office	IT Support - Website	£ 11.99	£ 2.00	£ 9.99
O2	Office	Mobile	£ 13.20	£ 2.20	£ 11.00
EE	Office	Broadband	£ 20.71	£ 3.45	£ 17.26
EDF energy	Electricity -Feeder pillar	Electric (08/02/24-07/03/24)	£ 20.34	£ 0.87	£ 19.37
N Power	Electricity - Unmetered supply	Electric	£ 153.71	£ 7.32	£ 146.39
Lloyds Bank	Admin	Corporate card	£ 250.49	£ 22.92	£ 227.57
<b>Total DD payments</b>			<b>£ 488.61</b>	<b>£ 41.79</b>	<b>£ 446.72</b>
Credit Card Payments	Budget	Description	Gross	VAT	Net
Cartridge People	Office	Stationary	£ 137.50	£ 22.92	£ 114.58
McAfee	IT support	Annual fee	£ 109.99	n/a	£ 109.99
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 250.49	£ 22.92	£ 227.57

# BORDEN PARISH COUNCIL

- e. To consider quotes for the Playstool maintenance contract.
- f. To consider quotes for the Centenary Gardens & other areas maintenance contract.
- g. To consider quotes for the ROSPA-identified play area and adult fitness repairs.
- h. To consider grant request from Borden Fete Committee.

## 8. Planning Matters

- a. **Application Ref: 23/503582/ADV:** Town and Country Planning Act 1990 (As Amended) – Planning Appeal Commercial Appeal Service Location: Land At Wises Lane Borden Kent ME10 1GD Proposal: Advertisement consent for 1no. fascia signs, 9no. totem signs, 2no. plaques, 4no. fence panel signs, 1no. development name sign and 5no. flag poles. Appellant: BDW Kent Appeal Reference Number(s): APP/V2255/Z/24/3337906 Appeal Starting date: 26 March 2024 An appeal has been lodged by BDW Kent in relation to the above for the following reason: The Council has partly refused permission for this application.  
***The Planning Inspectorate/Secretary of State has decided that this does not offer an opportunity for interested parties to comment further at the appeal stage.***  
***To note the Parish Council commented on this application in September 2023.***
- b. **Application Ref: 23/505421/NMAMD:** Proposal: Non-material amendment to application 17/505711/HYBRID to alter the boundary of the proposed primary school and open space. Location: Land At Wises Lane Borden Kent.  
***To note this planning application will be reported to the Planning Committee meeting of the Council to be held in the Council Chamber at Swale House on 11 April 2024 at 7.00 pm.***  
***The Parish Council's comments in December 2023 objected to this application.***
- c. **Fernham Homes, Land at Riddles Road.** To note there will be a public consultation held by Fernham Homes at the Conistone Hotel (Holiday Inn), 70 London Road, Sittingbourne, ME10 1NT on ***Wednesday 24<sup>th</sup> April 2024 from 3:00 – 6:30 pm.***
- d. **Consultation** on Revised Validation and Guidance Requirements for Planning Applications determined by Kent County Council. ***Comments on this can be returned by 3<sup>rd</sup> May 2024.***
- e. **Application ref: 22/505870/FULL.** Notification of Appeal Lodged with the Planning Inspectorate 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. Location: Light Industrial Unit (Disused) Land Adjacent To Pebble Court Farm Woodgate Lane An appeal has been lodged in relation to the above for the following reason: The Council has refused permission for this application.  
***Consultation comments are due by 07.05.24***
- f. **Appeal Ref: APP/V2255/W/23/333811:** Location: Land at Ufton Court Farm, Sittingbourne.  
To discuss the appeal on 11<sup>th</sup> April 24, which was attended by Cllr Butlin on behalf of the Parish Council.
- g. **Application ref: 24/500984/FULL:** Address 64 Maylam Gardens. *Loft conversion into habitable space including 3no. front dormers and 2no. rear dormers and rooflight. Garage conversion into habitable space ancillary to the main dwelling'.*  
**The Parish Council objected to this application at their March 24 meeting. Planning Services have been assessing the application and believe it is considered acceptable. Based on the below information, they have asked if the Parish Council would like to consider the following and submit revised comments:**  
*'Although there are no front dormers nearby, the proposed front dormers within this application are small in proportion with a pitched roof and thus would comply with our guidance set out within the Supplementary Planning Guidance (SPG) and the neighbouring property has pitched design within the front roof slope. In terms of parking according to our Parking Standards (SPD), the garage is undersized and the driveway (when measured) could park approximately 4 vehicles, which is above our recommendation in the SPD for a 3+ bedroom house in this location'.*

# BORDEN PARISH COUNCIL

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

*Please note the following, unless otherwise stated are a discharge of condition application and not a formal consultation for the Parish Council.*

1. **Application Ref: 24/501124/FULL.** PROPOSAL: Erection of single-storey rear extension and raised patio.  
ADDRESS: 2 Plots Cottages Vigo Lane Borden Kent ME9 8LG  
**Consultation comments are due by 11/04/24, and an extension has been requested.**
2. **Application Ref: 24/500733/SUB.** Land at Wises Lane Borden Kent ME10 1GD. Submission of details pursuant to conditions 20 (construction management plan) and 21 (construction work times) of application 17/505711/HYBRID (part discharge, relating only to Rugby Club).  
*No consultee letters have been sent to Borden Parish Council as they are not standard consultees on this type of application. Comments may be submitted but there is no guarantee that they will be considered as part of the assessment of the application.*  
Comments are due by 28/03/24, an extension has been requested.
3. **Application Ref: 24/500856/REM.** Land At Wises Lane Borden Kent ME10 1GD. Approval of reserved matters (Access, Appearance, Landscaping, Layout, and Scale sought) for levels and earthworks changes for Phase 2F and the Primary School Land under 17/505711/HYBRID.  
**Consultation comments are due by 15/04/24, and an extension has been requested.**
4. **Application: 24/501115/SUB.** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 66 - Archaeological Evaluation, Subject to APP/V2255/W/19/3233606 (17/505711/HYBRID).
5. **Application Ref: 22/504443/SUB** Proposal: Submission of details pursuant to conditions 15 (site levels), 40 (details of internal spine road) and 49 (Surface Water Drainage) of application 17/505711/HYBRID (phases 2B & 2C) Location: Land At Wises Lane Borden Kent ME10 1GD.  
**Consultation comments are due by 29/04/24**
6. **Application Ref: 24/501246/SUB:** Grid: 588553/16357 Borden Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details to discharge condition 2 (external finishing materials) of planning application 23/500263/REM.
7. **Application Ref: 24/501247/SUB:** Officer: Carly Stoddart Grid 588553/ Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details to discharge condition 10 (schedule of playing field maintenance) of planning application 23/500263/REM.
8. **Application Ref: 24/501304/SUB:** Grid: 588280/164183. Address: 34 Key Street Sittingbourne Kent ME10 1YS  
Proposal: Submission of details to discharge condition 7.1 - Contaminated Land Assessment and 7.2 - Remediation Method Statement, Subject to 20/500367/FULL
9. **Application Ref: 24/501443/SUB:** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 72 - Boiler Details, Subject to APP/V2255/W/19/3233606 (17/505711/HYBRID).
10. **Application Ref: 24/501539/SUB:** Grid: 587715/161937 Address: Hengist Field, Denne Court Pond Farm Road Borden Kent ME9 8LT Proposal: Submission of details to discharge condition 6 - Landscaping, Subject to 22/504445/FULL

## 10. BUSINESS ITEMS

- a. To receive an update on the request to receive a free defibrillator from the British Heart Foundation.

## 11. COMMITTEE AND WORKING GROUP UPDATES

- a. Wises Lane Monitoring & Liaison Group update.
- b. New Build Playstool Convenience Committee update (attachment 1).
  - i. To consider CCTV quotes.
- c. Nature Reserve update
  - i. To discuss and agree on a sign and wording for a Nature Reserve pond.

## 12. HIGHWAYS

# BORDEN PARISH COUNCIL

- a. To receive an update on Highways and consider recommendations from the Highways Group on the following matters (attachment 2);-
  - i. To discuss the Danaway speed limit and informal consultation and agree on the way forward.
  - ii. To agree on responses to resident correspondence.
  - iii. To write to KCC asking that speed check signs be incorporated as part of the design for the 20mph speed limit deterrent.
  - iv. To discuss the correspondence from Street Works regarding the Wisers Lane closures working days.
- b. Wisers Lane closure – Further to February minute item 166b, to discuss the letter received from KCC on 08/04/24 in response to the Parish Council’s letter sent on 13/03/24, and any further actions required.
- c. To receive an update on expected 20mph costs.

## 13. COUNCILLOR MOTIONS

- a. To agree to a letter of thanks being sent from the Parish Council to National Highways for the litter pick up completed at Chestnut Street and Danaway on 28<sup>th</sup> March 24.

## 14. OPEN SPACES

- a. Homestead View pathway barrier update.
- b. To receive an update on the request for a bench at Maylam Gardens.
- c. Woodland area cut down tree update.
- d. To consider changing the Centenary Garden waste bins to closed-top ones.
- e. To discuss the upper Wisers Lane newly laid footpath which has holes appearing.

## 15. CORRESPONDENCE

- a. Request received regarding the reintroduction of a Danaway bus service, as the new Stockbury roundabout nearing completion (email circulated to Cllrs).
- b. To note the motorbike on the Playstool on Sunday 24<sup>th</sup> March, has been reported to the Police.

## 16. REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES (Reports to be circulated before the 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 3)
- d. Borden Heritage Group – Cllr Harrison (attachment 4).

**NEXT MEETING TO BE HELD ON 16<sup>th</sup> MAY 2024**