

BORDEN PARISH COUNCIL



All members of Borden Parish Council are hereby summoned to attend the Full Council meeting to be held on Thursday, 17th July 2025, at the Pavilion, Wises Lane, which will commence at 7:00 pm.

Teresa Millum

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

11th July 2025

A G E N D A

62. APOLOGIES FOR ABSENCE

63. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

64. CHAIR'S ANNOUNCEMENTS

65. TO APPROVE FOR SIGNATURE

The minutes of the Parish Council meeting held on 19th June 2025 (APPX A).

66. 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.
 - i. June minute (item 51c) – To report on Borough Councillors obligations to supply reports to Parish Councils.

67. FINANCE

- a. To approve the bank reconciliation as of 30th June 2025 (APPX B).
- b. To review and approve the budget vs actual report as of 30th June 2025.
- c. To approve the BACS list of accounts for payment in July 2025:

Payee	Budget	Description	Gross	VAT	Net
Staff	Payroll	Staff salary	£ 975.23	n/a	£ 975.23
HMRC	Payroll	PAYE	£ 386.21	n/a	£ 386.21
Staff	Expenses	WFH allowance & D-Day expenses	£ 29.05	n/a	£ 29.05
Fryer Cleaning & Maintenance	Centenary & Memorial Ground	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
Staxson	Open Spaces	Sports Pavilion - Air con service	£ 120.00	£ 20.00	£ 100.00
Total BACS payments			£ 2,625.95	£ 100.80	£ 2,505.15
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	£ 34.54	£ 1.64	£ 32.90
Lloyds Bank	Admin	Corporate card	£ 90.36	£ 14.56	£ 75.80
Total DD payments			£ 192.51	£ 27.47	£ 165.04
Credit Card Payments	Budget	Description	Gross	VAT	Net
Shred Station	Other	General Contingency	£ 87.36	£ 14.56	£ 72.80
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
Total Credit Card			£ 90.36	£ 14.56	£ 75.80
Bank Charges and Transfers					
Bank Charges	Unity	Monthly service charge due 31/07/25	£ 8.10	n/a	£ 8.10

68. PLANNING MATTERS

1) **Appeal Ref APP/V2255/W/25/3360089 Re: Application 23/502210/FULL**

Location: Land On Either Side Of Vigo Lane And Wrens Road, Sittingbourne Kent.

Proposal: Construction of a solar farm together with control building, switch room, substations and compound, point of connection equipment, store room, access track, security measures, associated infrastructure and works, landscaping and biodiversity enhancements.

To note, **the appeal date has been confirmed as 5th August 2025.**

2) **Appeal Ref APP/V2255/W/25/3367384 Re: Resubmission of Application 22/505870/FULL**

Location: Light Industrial Unit (Disused) Land Adjacent To Pebble Court Farm, Woodgate Lane

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 (Resubmission 22/505870/FULL).

This application was last presented to the Parish Council at its meeting in April 2024, where no comments were submitted. **Any comments for the Inspectorate must be submitted by 30th July 2025.**

3) **Application: 24/501839/ADV - Hooks Hole Farm School Lane, Borden, Sittingbourne.**

Proposal: Advertisement Consent for 2 x non illuminated fascia signs. At its June meeting (minute 54/3), the Parish Council requested that this application be called in to the Planning Committee. It has now been called in and will be considered at the **Planning Committee meeting** of the Council to be held in the Council Chamber at Swale House on 17 July 2025 at 7.00 pm.

4) **Application: 24/502717/OUT - Land West Of Borden Lane Sittingbourne Kent.**

Proposal: Outline Application (with all matters reserved) for erection of a care home (Class C2), with associated parking, landscaping and substation.

This application is due to be reported to the **Planning Committee meeting** of the Council to be held in the Council Chamber at Swale House on 17 July 2025 at 7.00 pm.

5) **Application: 24/503677/FULL - Land Off Riddles Road Sittingbourne Kent**

Proposal: Erection of 38 no. residential dwellings, together with associated two access points, open space, landscaping, drainage, and infrastructure works.

This application is due to be reported to the **Planning Committee meeting** of the Council to be held in the Council Chamber at Swale House on 17 July 2025 at 7.00 pm.

69. 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: 25/502494/FULL** Grid: 587971/161972 Address: Sutton Baron Hall Sutton Baron Road Borden ME9 8LH Proposal: Conversion of the stables into a residential studio.

Consultation comments are due by 11th July 25, and extension has been requested.

2) **Application: 25/502495/LBC** Grid: 587971/161972 Address: Sutton Baron Hall, Sutton Baron Road, Borden ME9 8LH Proposal: Listed Building Consent for installation of insulation and lime plaster finish, opening up the ceiling and blocking up existing window as part of conversion of the stables into a residential studio

Consultation comments are due by 11th July 25, and extension has been requested.

3) **Application: 25/502522/NMAMD** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Non material amendment to application 17/505711/HYBRID to amend the layout plan for Phase 1A.

4) **Application: 25/502535/NMAMD** Grid: 588553 Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Non Material Amendment Application against application reference 23/500263/REM and in relation to Condition 1 - approved plans - 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.

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- 5) **Application: 25/502642/NMAMD** Grid: 588387/162878 Address: St Mawes The Street Borden Kent ME9 8JN
Proposal: Non-material amendment of application 22/501315/FULL as shown on plans and elevations received 24.06.25.
- 6) **Application: 25/502649/FULL** Proposal: Raising of side access path and rear patio to 150mm below internal floor level. Address: 217 Borden Lane, Borden, Kent ME9 8HR.
Consultation comments due by 27th July 2025
- 7) **Application: 25/501437/REM** 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. Location: Land At Wises Lane, Borden, Kent ME10 1GD.
Consultation comments are due by 30th July 2025.

70. BUSINESS ITEMS

- a. To seek a councillor **volunteer** to join the **Wises Lane Monitoring Group (WLMG)** following a member's departure.
- b. To seek a councillor **volunteer** to join the **Neighbourhood Plan Steering Group** following a member's departure.
- c. 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.
- d. To consider arrangements for responding to emergency breakdowns of the **Playstool toilet**.
- e. To review the Clerk's report on business actions taken.
- f. Approval sought for Playstool toilet review post for the website and Facebook page.
- g. **Playstool playground urgent repair**: To receive an update on the RoSPA play area inspection, noting that the junior swingset has been flagged as **High Risk** and requires urgent attention.
- h. From April meeting (item 6g): Review the report of **Pavilion storage options**, and consider:
 - 1) A preferred type of storage container based on suitability and cost estimates, noting that the available area may accommodate a larger unit, which would affect overall cost
 - 2) The option of constructing a small office/storage space, including lighting and heating, to enable safe document storage
 - 3) Whether none of the above options are required, and to continue with storage at the Parish Hall
 - 4) The next steps

71. COMMITTEE AND WORKING GROUP UPDATES

- a. **Wises Lane Monitoring & Liaison Group (WLMG)**: To receive a report on updates (attachment 1).
 - i. To consider items for the WLMG to present at the next meeting with BDW.
- b. **Nature Reserve**:
 - i. To receive an update on the status of the new lease.
 - ii. Further to June minutes (item 56bii): To review viable options and estimates for enhanced security of the Nature Reserve access.
 - iii. Further to June minutes (item 56biii and 58a): To receive an update on the progress of the Nature Reserve and Playstool byelaw signs and agree on how to proceed.

72. HIGHWAYS

- a. Maidstone Road and Oad Street proposed 40mph scheme - To consider costs and information received to progress this scheme and agree on the response to KCC.
- b. Review of June meeting resolution (item 57b): To consider whether the resolution to contact Stockbury Parish Council regarding the cost of the 40mph TRO remains necessary in light of new information received from KCC.
- c. KCC Notice of Intentions – To note and review the temporary closure of several public footpaths ZR119, ZR122, and ZU43, from 6th August 2025 for a maximum of six months. With ZR121 is also to be closed from 19th July for at least 6 months.

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73. MOTIONS FROM COUNCILLORS

- a. To discuss the increasing volume of yellow housing development signs displayed throughout the parish, including on lampposts, and the excessive presence of advertising signs on the Key Street roundabout railings. To consider, if appropriate, what action the Parish Council may take in response.

74. CORRESPONDENCE

To review correspondence received and agree on actions to be taken.

75. REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES

- a. Kent Association of Local Councils – reports circulated as received.
- b. Borden Sports Association – Cllr Sims.
- c. Borden Parish Hall – Cllr Hepburn (attachment 2).
- d. Borden Heritage Group – Cllr Harrison (attachment 3).
- e. Western Area Committee report (attachment 4).

76. ITEMS FOR INFORMATION