

**BORDEN PARISH COUNCIL**  
**MINUTES OF MEETING**  
**Held on Thursday 16<sup>TH</sup> January 2020**

**Present:** Cllr J Bolas (Chairman); Cllr N Butlin; Cllr M Downes; Cllr J Emery; Cllr Harrison; Cllr Lainton; Cllr Evans; Cllr Fassenfelt; Cllr J Hepburn; Cllr C Sims

**Apologies:** Cllr Baldock; Cllr Broughton; Cllr Jemmett

**Also in attendance:** J Miller Clerk, Kent County Councillor Mike Whiting; 1 member of the public

**151. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr Baldock, Cllr Jemmett and Cllr Broughton.

**152. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Cllr Hepburn, Cllr Downes and Cllr Bolas declared an interest in the parish hall item

*The meeting was adjourned for the public to address the meeting.*

**153 .PUBLIC PARTICIPATION SESSION**

**a. Police/PCSO**

There were none. A report was circulated prior to the meeting.

It was asked if the PCSO could hold a local surgery.

It was asked if the PCSO could check that all crimes are listed in this month's report as a known crime was not listed in the records.

**b. Parishioners**

A member of the public reported an abandoned car has been on Pond Farm for over six weeks and it was asked if the parish council could follow this up.

The removal of the trees at the Playstool was discussed and the parish council were asked if it could improve its methods of communication on social media.

A member of the public asked if a complaint had been made about the allocation of funds to BRAD.

**c. County/Borough Councillors**

Cllrs Whiting and Hampshire summarised the reports that they submitted prior to the meeting.

Cllr Whiting was asked to confirm his intentions to contribute to the fete committee's request for funding for a marquee; it was suggested he would cover half the cost.

**d. Borden Primary School**

Representatives of the school were not in attendance.

*The meeting was re-convened at 19:17pm*

**154. FINANCE**

**a. To approve accounting statements December 2019**

It was **RESOLVED** to approve the accounting statements for December 2019. The Chair and RFO duly signed the bank reconciliation and bank statement balances

**b. To approve the accounts for payment**

It was **RESOLVED** to approve the following payments and the approved signatories duly signed the BACs payment list:-

	Invoice Date	Services Provided	Gross	Net	VAT
Ms J Miller	16/01/2020	Clerk staff costs January	£744.95	n/a	n/a
HMRC	16/01/2020	PAYE costs December	£258.22	n/a	n/a
Ms J Miller	16/01/2020	Expenses - Clerk	£127.40	n/a	n/a
Ms J Miller	16/01/2020	Reimbursements - Planning Inquiry	£315.15	n/a	n/a
Fryer Cleaning & Maint	31/12/2019	Maintenance of memorial & centenary gardens	£386.40	£322.00	£64.40
John England	04/01/2020	Playstool Inspections 15 <sup>th</sup> Dec – 4 <sup>th</sup> Jan 2020	£40.00	£40.00	£0.00
Four Jays	29/11/2019	Toilet servicing	£43.20	£36.00	£7.20
Lushland Ltd	06/01/2020	Tree works	£370.00	£370.00	£0.00
Safeplay	20/12/2019	Safeplay	£1,011.60	£843.00	£168.60
Clive Moys	14/11/2019	Reimbursements - Planning Inquiry	£161.10	n/a	n/a

**c. To consider s137 grant request from Borden Fete Committee £738.97.**

Cllr Sims advised that the amount was amended as the fete committee no longer require the weights and sides and revised the request to £599.00.

It was **RESOLVED** to approve £300 towards the new marquee, as Cllr Whiting has committed to match the funds.

**155. MATTERS ARISING FROM THE LAST MEETING**

- a. To note meeting with projector installation contractor being arranged.
- b. To note Christmas lights being passed to Cllr Sims.  
Cllr Sims confirmed that he had received a refund of £208.80 to the parish council for the old deficient lights.  
Cllr Sims was thanked for taking up this matter and successfully obtaining a refund.
- c. To note response sent to resident concerning Remembrance wreath laying.  
It was **RESOLVED** to write to the resident and confirm that there is a process in place for nominated members of the parish council to attend the Remembrance wreath laying in the future.  
The clerk will seek further advice from the ICO on the sharing of correspondence details.

**156. GOVERNANCE AND ADMINISTRATION**

- a. To consider holding public meetings and agree actions.  
It was **RESOLVED** that the parish council hold regular Saturday meetings, twice per year (Spring and Autumn) to inform the public of the work of the parish council.  
The clerk will enquire with the hall booking secretary. One in the afternoon and one in the morning.  
It was **RESOLVED** to invite other local groups to attend the meeting and for Cllr Evans to provide refreshments.

**157. PLANNING MATTERS**

- a. To receive update on Wises Lane planning appeal  
There is no further update.
- b. To consider updating of Parish Plan.  
It was **RESOLVED** to focus on the Neighbourhood Plan before considering updating the Parish Plan.
- c. To consider proceeding with Neighbourhood Plan.  
It was **RESOLVED** to consider preparing a Neighbourhood Plan. The clerk and Cllr Butlin

will circulate the links giving guidance. Cllr Butlin will write an article on proposed interest for the Broadside on the subject of the Neighbourhood Plan. This article will also be included in the parish magazine.

*Cllr Sims left the meeting at 20:34pm*

*Cllr Sims re-entered the meeting at 20:36pm*

It was **RESOLVED** to advertise for public interest in a Neighbourhood Plan in the Broadside, the parish website, and at the first public meeting.

#### **158. OPEN SPACES**

- a. To note report diseased and dangerous trees removed – noted.
- b. To consider replacement of removed trees.  
It was **RESOLVED** for councillors to arrange a walk around the Playstool area to consider the location for planting of new trees.
- c. To receive update on installation of closers on Playstool gates and purchase of padlock.  
This was noted.
- d. To receive update on protective surface to be installed under gates at Playstool.  
The clerk is investigating options of matting.
- e. To receive update on Masters bench.  
It was noted that the bench had not yet been installed.
- f. To consider tree warden role.  
It was **RESOLVED** for Cllr Bolas to contact the tree council to investigate how to proceed with the tree warden initiative.  
It was **RESOLVED** for Cllr Bolas to write an article for the Broadside on proposed interest in the tree warden scheme.

#### **159. BORDEN NATURE RESERVE**

- a. To note update on fly-tipping prosecution.  
It was noted that there is no further update and the clerk will chase Swale Borough Council.

#### **160. HIGHWAYS**

- a. To note update on School Lane street lamp.  
Cllr Butlin is arranging a map of the proposed location of the new street lamp to be sent to the clerk investigation.
- b. To receive update on the use of Maidstone Road as a diversion for the A249.  
It was reported that Cllr Whiting is following this up.
- c. To receive update on KCC Highways Improvement Plan.  
It was noted that a date is being prepared for a site meeting with KCC.
- d. To consider the results of the traffic surveys.

*Cllr Harrison left the meeting at 21:05pm*

*Cllr Harrison re-entered the meeting at 21:07pm*

It was **RESOLVED** for Cllr Fassenfelt to prepare a response to the traffic surveys and forward to the clerk to send onto KCC and the highways cabinet member.

#### **161. VE DAY 2020**

- a. To receive update from VE Day 2020 advisory committee  
Cllrs Sims reported an update and requested £900.00 towards the staging. The clerk will apply for a road closure. Councillors were asked to support the event.  
It was **RESOLVED** to approve the purchase of the stage hire at £900.00.

#### **162. CONSULTATIONS FOR COMMENTS**

- a. Draft Swale Heritage Strategy 2020-2032 and 3 year action plan.  
It was **RESOLVED** to advise that the objectives are laudable however the objectives need to recognise that the primary highway network needs to be sufficient to cope with the

extra traffic and therefore any management plan for the Conservation Areas should involve traffic reduction through diversion to main highways.

**163. EXTERNAL MEETINGS**

a. To note any external meetings attended by councillors.  
There were none.

b. To note any future meetings  
Highways Improvement Plan – to be arranged,

*Cllr Lainton left the meeting at 21:25pm*

**146. CORRESPONDENCE**

There is none.

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

**a. Planning Applications to consider for comments**

i. 19/506283/OUT 201 Borden Lane Borden Sittingbourne Kent ME9 8HR  
Outline application for the erection of a residential dwelling with associated parking barn and garden store  
(Access being Sought).

It was **RESOLVED** no comment.

*Cllr Lainton re-entered the meeting at 21:30pm*

ii. 19/506237/FULL Conifers, The Street, Borden ME9 8JN  
Erection of two storey side and first floor rear extension together with roof alterations and changes to fenestration. Creation of new access and driveway.

It was **RESOLVED** no comment.

**148. 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

**149. ITEMS FOR INFORMATION ONLY**

- a. Matters for information circulated to councillors (Appendix 1)
- b. To receive any reports from councillors  
Cllr Hepburn asked that the consideration of outside repairs being covered by the parish council is considered at a future meeting.  
Cllr Harrison reported the issues with Woodgate Lane and the clerk has raised this with KCC  
Cllr Emery reported that the picnic tables at the Playstool are looking tired, the replacement of these will be considered at the next meeting.  
Cllr Butlin reported that there is an iron signpost on Harman's Corner that is illegible. This item will be considered at the next meeting to include quotes and Cllr Evans will make an initial approach.  
Cllr Butlin asked how groups get advertisement on the website  
Cllr Fassenfelt asked about highways works and reported that the complaints process is very good. Cllr Fassenfelt will write an article for the Broadside on how to report highways issues.  
Cllr Fassenfelt asked about a parish boundary map for the website.  
Cllr Downes asked about the reporting of a complaint being made against the parish

council.

Cllr Bolas reported that the litter problem has been cleared somewhat, a TRO is required to clear School Lane and Cllr Bolas is chasing this.

**150. NEXT MEETING TO BE HELD 20<sup>th</sup> FEBRUARY 2020 at 7pm**

**Meeting closed at 21:50pm**

**MATTERS FOR INFORMATION (APPENDIX 1)**

18/12/2019	Temporary width restriction Chestnut Street
19/12/2019	South East Water vulnerable customer research
19/12/2019	Diabetes awareness month
06/01/2020	KALC Health and Wellbeing conference
06/01/2020	KALC training job vacancy
06/01/2020	KALC CEO Bulletin
06/01/2020	LCR Winter Survey
06/01/2020	Chief Executives Bulletin
06/01/2020	Members, what next for the countryside
06/01/2020	Temporary Road Closure- Sittingbourne High Street
06/01/2020	KALC News December 2019
06/01/2020	NALC Chairman's open letter
06/01/2020	Members, what a year we've had
06/01/2020	Update of major gas works Newington
06/01/2020	Spring Conference NALC
06/01/2020	The Rural Bulletin
06/01/2020	KCC Public Health media release -Dry January

**Signed.....**

**Date.....**