



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on Thursday 15th June 2023 in the Pavilion, Wises Lane at 7pm

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk 2nd June 2023

A G E N D A

51. APOLOGIES FOR ABSENCE

52. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

53. CHAIR'S ANNOUNCEMENTS

54. TO APPROVE FOR SIGNATURE:

- a. The minutes of the annual Parish Council meeting held on 18th May (appendix A).
- b. The minutes of the monthly Parish Council meeting held on 18th May (appendix B).
- c. The minutes of the annual Parish meeting held on 25th May, to be approved and signed by the Chair (appendix C).

55. 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.*

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

56. FINANCE

- a. To approve accounting statements for May 2023 (appendix D).
- b. To approve the BACS list of accounts for June 2023 payment (as shown on the accounting spreadsheet).
- c. To note the year-to-date accounting spreadsheet, budget spend and June 2023 BACS payment list (attachment 1).
- d. To note under financial regulation 3.4, the Clerk has arranged to have the leg on the adult exercise air walker replaced as the footplate has rusted through as reported on the weekly safety checks, the cost including VAT is £648.00.

58. ANNUAL RETURN 2022-23

- a. To approve the annual Internal Auditor Report (attachment 2)
- b. To review the effectiveness of the system of internal control and to approve the Statement of Internal Control in support of the Annual Governance Statement (attachment 3 & 4).
- c. Annual Governance Statement (AGAR) for 2022-23, Section 1 of the AGAR (attachment 5)
To approve post internal audit, section 1 of the AGAR for 2022-23 for the year ending 31 March 2023.
- d. Accounting Statements for 2022-23, Section 2 or the AGAR (attachment 6).
To approve post internal audit, section 2 of the AGAR for year ending 31 March 2023, and the supporting bank reconciliation and the explanation of any significant variances in the accounting statements from 2021-22 to the year 2022-23.
- e. To approve the annual Risk Assessment review (attachment 7)
- f. To agree the dates for the period for the exercise of public rights.

59. BUSINESS ITEMS

- a. Social Media – a discussion to clarify the use of the Parish Council, Councillors own, and other public forums (attachment 8).
- b. To review the method of communication between the Clerk and Councillors, including general emails and resident communications.
- c. Playstool toilets – to discuss the way forward with the new toilet facilities.
- d. To consider Swale Borough Councils 'Invitation to Nominate for Local Heritage List' (attachment 9)

BORDEN PARISH COUNCIL

60. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive report from Wises Lane Monitoring Group (attachment 10).
- b. To consider the following 3 items regarding the Nature Reserve.
 - i. To consider installation of disabled and pushchair kissing gate, which in principle is supported by KCC. However, there are many models of such structures available on the market and KCC have requested details of the dimensions of the model the Parish Council wish to see installed, and the precise location, for approval. It is possible that the KCC Public Rights of Way Team will become involved in this matter too, particularly if the County Council are being requested to consider funding part/all of such an installation (attachment 11).
 - ii. To consider FOBNR lectern. KCC have confirmed the proposed design of the lectern surface is satisfactory and assume, that the proposed A2 size refers to the readable surface of the lectern. KCC have requested details of the height of the lectern above ground level; assuming this is a sloping structure, also indicating the highest point of the lectern (attachment 11).
 - iii. Nature Reserve lease update from KCC requested in March minute item 189e/iv.

61. OPEN SPACES

- a. Further to February minutes item 175c, Councillors to bring an update of parking in their own areas for discussion.

62. HIGHWAYS

- a. To receive update on Highways matters.

63. CORRESPONDENCE

- a. To review resident correspondence and agree any actions to be taken (attachment 12)

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

- 1) **APPLICATION REF: 23/502210/FULL. Grid: 587631/161562.** PROPOSAL: Construction of a solar farm together with control building, switch room, substations and compound, point of connection equipment, storeroom, access track, security measures, associated infrastructure and works, landscaping and biodiversity enhancements. ADDRESS: Land on Either Side of Vigo Lane and Wrens Road Sittingbourne Kent ME9 8LA.
Comments due 6th June, extension agreed.
- 2) **APPLICATION REF: 23/502038/LAWPRO.** Grid: 588580/163789. Address: 93 Brier Road Borden Sittingbourne Kent ME10 1YL. Proposal: Lawful Development Certificate for proposed erection of a single storey rear extension.
- 3) To Note re: **Application No: 22/505735/REM.** Land at Manor Farm Chestnut Street Borden Kent. This planning application was due to be reported to the Planning Committee meeting of the Council held in the Council Chamber at Swale House on 25 May 2023.

65. 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 (attachment 13).
- c. Borden Parish Hall – Cllr Hepburn (attachment 14)
- d. Borden Heritage Group – Cllr Hepburn (attachment 15).
- i. To consider the committee of Borden Heritage Groups decision on the following wording for the plaque to be located on The Street bench:
*“In commemoration of the Coronation of King Charles III 6th May 2023
Borden Heritage Group”*
The funding notice listing those who provided funds is to be placed in the bus shelter behind the bench.
- e. Western Area Committee report (attachment 16)

66. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to Councillors (attachment 17).

NEXT MEETING TO BE HELD ON 20TH JULY 2023