



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on **Thursday 21<sup>st</sup> December 2023** in the Pavilion, Wises Lane at 7 pm

Teresa Millum

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

15th December 2023

## **A G E N D A**

### 133. APOLOGIES FOR ABSENCE

### 134. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

### 135. CHAIR'S ANNOUNCEMENTS

### 136. TO APPROVE FOR SIGNATURE:

The minutes of the Parish Council meeting held on 16<sup>th</sup> November 23 (Appendix A).

### 137. 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).

### 138. FINANCE

- To approve the accounting statement and reconciliation for November 2023 (Appendix B).
- To approve the following BACS list of accounts for payment for December 2023.

#### December 23 PAYMENT LIST

Payee	Budget	Description	Gross	VAT	Net
Staff	Payroll	Staff salary	£ 994.02	n/a	£ 994.02
Staff	Expenses	WFH allowance	£ 25.00	n/a	£ 25.00
HMRC	Payroll	PAYE	£ 310.50	n/a	£ 310.50
Richard Wilkinson Electrical	Christmas Tree Lights	Labour and equipment for lights	£ 1,696.80	£ 282.80	£ 1,414.00
Treecraft	Tree Maintenance	1st installment of 4	£ 2,200.00	n/a	£ 2,200.00
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 505.20	£ 84.20	£ 421.00
Kings Commercial	Open Spaces	Toilet Cleaning (11/ Oct - 11 Nov)	£ 173.33	n/a	£ 173.33
J England	Health & Safety	Playstool insptctions	£ 60.00	n/a	£ 60.00
Sittingbourne Christmas Lights	Grants	Sleigh round	£ 250.00	n/a	£ 250.00
Fete Committee	Grants	Xmas light switch on	£ 400.00	n/a	£ 400.00
Swale Borough Council	Other Expenditure	Borden Broadside printing	£ 186.00	n/a	£ 186.00
Steve Wakeling	Playstool Maintenance	Contract 4th installment	£ 779.76	n/a	£ 779.76
SLCC	Training	VAT	£ 36.00	£ 6.00	£ 30.00
<b>Total BACS payments</b>			<b>£ 7,616.61</b>	<b>£ 373.00</b>	<b>£ 7,243.61</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	£ 12.16	£ 2.03	£ 10.13
EE	Office	Broadband	£ 19.20	£ 3.20	£ 16.00
EDF energy	Electricity -Feeder pillar	Electric	£ 8.22	£ 1.37	£ 6.85
N Power	Electricity - Unmetered supply		£ 156.78	£ 7.47	£ 149.31
Lloyds Bank	Admin	Corporate card	£ 157.30	£ 25.72	£ 131.58
<b>Total DD payments</b>			<b>£ 383.82</b>	<b>£ 44.82</b>	<b>£ 339.00</b>
Credit Card Payments	Budget	Description	Gross	VAT	Net
Euroloos	Toilet servicing	Weekly toilet emptying (1 - 30 Nov)	£ 154.30	£ 25.72	£ 128.58
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			<b>£ 157.30</b>	<b>£ 25.72</b>	<b>£ 131.58</b>

- New NatWest 35-day notice liquidity account -To note the account has now been opened and the Clerk has been added as a signatory as agreed at the November meeting, this is for bank management purposes only. The S106 funds of £42,501.49 have now also been transferred as agreed under September minute item 100f.
- To note Swale Borough Council has agreed to the £7000.00 Community Infrastructure grant towards the new Playstool toilets which will be paid into the NatWest Liquidity account.

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- e. To agree to a virement from the Grant Allocations budget line of £1500.00 to the Christmas Tree light budget line, towards the unbudgeted cost of the new Christmas tree lights agreed under October minute item 116h.
- f. To note the previous EDF 4-year fixed for business rate has ended for the feeder pillar electricity supply and costs were set to increase from £13 to £36 monthly. A new 2-year fixed for-business rate for £21 monthly has now been set up which remains within budget.
- g. To note the VAT reclaim for 2022/2023 has been received from HMRC VTR for £8,790.43.
- h. The Finance Advisory Committee to present for review and agreement the budget and precept for 2024/2025.

## **BUSINESS ITEMS**

- a. To consider a further Councillor to join the Wises Lane Monitoring & Liaison Group.
- b. To agree that quotes can be sought for the annual Playstool, Woodland Area and Nature Reserve 2024 tree survey which was last completed in February 2023.

## **139. HIGHWAYS**

- a. To receive an update on November minute item 130a, regarding KCC Community Transport services and Taxi company quotes.

## **140. COMMITTEE AND WORKING GROUP UPDATES**

- a. To receive an update from the Wises Lane Working & Liaison Group (attachment 1).
- i. To review resident communications regarding the Borden Directory content and consider a response from the Parish Council.
- b. To receive an update from the Nature Reserve Working Group.
- i. To discuss the way forward with the application for the Nature Reserve to have designated status.
- ii. Further to November item 129a iii, to review a draft of the communication for the proposed cherry logo for the Nature Reserve lectern.

## **141. OPEN SPACES**

- a. Homewood View pathway barrier  
Further to October item 116j – To ascertain if funds are available in the current budget to purchase and install a pathway 'A frame' barrier to stop access by bikes to the Woodland area. If so quotes produced for the September meeting under item 100g can be re-considered.
- c. To receive an update on the request to have bins installed at the junction of Wrens Road and Hearts Delight and also beside the dog bag dispenser at Maylam Gardens.
- d. To receive an update on the request for a bench at Maylam Gardens.
- e. To receive an update on the Police response from the Woodland area unauthorised tree felling (previous minute item 116i).
- f. To receive an update on the request sent to Swale Environmental to protect a hedgerow near the Wises Lane Development.

## **142. MOTIONS FROM COUNCILLORS**

- a. Cllr Baldock asks that consideration be given to youth provision in Borden.
- b. Cllr Butlin asks that consideration be given to applying for a free defibrillator grant from the British Heart Foundation.

## **143. CORRESPONDENCE**

- a. To consider a resident request to write to KCC requesting that Muns Gore Lane and surrounding areas around Borden Primary School and Pre-School Playgroup be added to their winter salting route (attachment 2).
- b. To consider a resident request for a crossing on Borden Lane for children walking to school (attachment 3).
- c. To consider a resident request for a new highway sign to show Muns Gore Lane is not a suitable detour route (attachment 4).
- d. To agree on the completion of a survey and comments regarding a consultation on the Swale Borough Council draft Corporate Plan.
- e. To consider the repair of the footpath finger post at the bottom of the Playstool steps that has been broken off at the base and is leaning in the hedge (attachment 5).

## 144. PLANNING MATTERS

- a. Town and Country Planning Act 1990 Section 257 Swale Borough Council (Public Footpath ZR117 (Part) Borden) Public Path Division Order 2023 (attachment 6)

- b. To note the following planning application was objected to by the Parish Council at their meetings in September and November and is due to be reported to the Swale Planning Committee meeting on 7<sup>th</sup> December.

**Application No: 23/503582/ADV** Proposal: Advertisement consent for 1no. fascia signs, 9no. totem signs, 2no. plaques, 4no. fence panel signs, 1no. development name sign and 5no. flag poles. Location: Land At Wises Lane Borden Kent.

**Application: 22/505646/OUT.** Notification of Appeal Lodged with the Planning Inspectorate Proposal: Outline application with access being sought for the erection of up to 290no. dwellings, the formation of a new means of access onto Minterne Avenue, new footpaths and cycle routes, the creation of new surface water drainage, new landscaping and habitat creation, groundworks and other infrastructure. Location: Land At Ufton Court Farm Tunstall Kent.

***The Parish Council objected to this application on 20<sup>th</sup> January 2023 and If they wish to add to, modify or withdraw the previous representations this must be done by 10<sup>th</sup> January 2024.***

## 145. 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: 23/505055/SUB.** Grid: 588553/163571. Address: Land At Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 62 (landscape and ecological management plan) of planning application 17/505711/HYBRID (phases A1 and 1B).  
***Extension for comments agreed until 22/12/23.***
2. **Application: 23/505056/SUB.** Grid: 588553/163571. Address: Land At Wises Lane Borden Kent ME10 1GD  
Proposal: Submission of details to discharge condition 20 (updated construction management plan) of planning application 17/505711/HYBRID and in conjunction with 22/500784/SUB.  
***Extension for comments agreed until 22/12/23***
3. **Application: 23/504793/FULL** Proposal: Demolition of existing porch and conservatory, and erection of a single storey front, side and rear extension. Erection of a new pitched roof to existing garage with 2no. dormer windows, to provide recreational area. Location: Littlefields Hearts Delight Road Tunstall Kent ME9 8JB  
***Consultation responses are due by 12<sup>th</sup> December, an extension has been agreed.***
4. **Application: 23/500258/OUT** Location: Gleneagles Maidstone Road Borden Kent ME9 7QA Proposal: Outline Application for redevelopment of the former Gleneagles Garage to provide a commercial development of two buildings. 4 x light industry (Use Class E(g)(iii)) and 4 x warehouse/storage (Use Class B8). (All Matters Reserved).  
***Previous comment March 23. Consultation responses are due by 14<sup>th</sup> December, an extension has been requested.***
5. **Application: 23/505420/REM** PROPOSAL: Approval of Reserved Matters (Appearance, Landscaping, Layout and Scale sought) for creation of the eastern spine road (Phase 2D), pursuant to 17/505711/HYBRID. ADDRESS: Land At Wises Lane Borden Kent ME10 1GD.  
***Consultation responses are due by 27<sup>th</sup> December 2023.***
6. **Application: 23/505421/NMAMD.** Grid: 588553/16357. Borden Address: Land At Wises Lane Borden Kent ME10 1GD  
Proposal: Non material amendment to application 17/505711/HYBRID to alter the boundary of the proposed primary school and open space.
7. **Application: 23/505522/PNQCLA** Grid: 586297/162615. Address: The Field Barn Woodgate Lane Borden Kent ME9 7QB Proposal: Prior notification for the change of use of a building and any land within its curtilage from agricultural to 2no. dwellinghouses and associated operation development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. -Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses). - Design and external appearance impacts on the building. - Provision of adequate natural light in all habitable rooms of the dwellinghouses

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146. **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 7)
- d. Borden Heritage Group – Cllr Harrison (attachment 8).

**NEXT MEETING TO BE HELD ON 18<sup>th</sup> JANUARY 2024**