

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 17th November 2022** in Borden Sports Pavilion, Wises Lane at 7pm

Teresa Millum

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

11th November 2022

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 MONTHLY MEETING HELD ON 20th October 22 (appendix A).

5. PUBLIC PARTICIPATION SESSION – The period of time designated for public participation at a meeting shall not exceed 30 minutes unless directed by the chairman of the meeting, a member of the public shall not speak for more than 5 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 (attachment 1)
- Parishioners.
- County/Borough Councillors (a written report must be submitted three days before the meeting).

6. FINANCE

- To approve accounting statements for October 2022** - Chair and RFO to sign the bank reconciliation and bank statement balances (appendix B).
- To approve the BACS list of accounts for October payment** - Approved signatories to sign the BACs payment list.

Payee	Budget	Description	Gross	VAT	Net
T Millum	Clerk salary	May Salary inc National Salary award	£1,237.57	n/a	£1,237.57
J Miller	Clerk Salary	National Salary award backdated	£69.27	n/a	£69.27
T Millum	Clerk expenses	WFH allowance, mileage, stationary	£29.05	n/a	£29.05
HMRC	PAYE	PAYE costs	£514.12	n/a	£514.12
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£480.00	£80.00	£400.00
J England	Safety	Playstool safety checks	£60.00	n/a	£60.00
Kings Commercial Services	Toilet cleaning	Playstool toilet cleaning	£173.33	n/a	£173.33
KALC	Training	Courses 25/5 & 5/5 Net £70. less £60 credit	£24.00	£ 14.00	£10.00
Swale BC	Highways	Oad St questionnaire printing	£25.20	£4.20	£21.00
Lumley Designs	Jubilee	Jubilee plaque	£385.00	n/a	£385.00
Streetlights	Streetlighting maintenance	2022/2023 Street lighting maintenance contract	£691.20	£ 115.20	£576.00
Royal British Legion	Civic Wreath	Civic Wreath of poppies	£50.00	n/a	£50.00
Total direct payments Sept			£3,738.74	£213.40	£3,525.34
Direct Debits	Budget	Description	Gross	VAT	Net
EDF Energy	Electric	Feeder pillar	£16.00		£16.00

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Waveney IT	IT Costs	Monthly Mailbox charge	£16.67	£2.78	£13.89
Waveney IT	IT Costs	IT remote support	£42.00	£7.00	£35.00
O2	IT Costs	Mobile	£13.20	n/a	£13.20
Npower	Electric	Unmetered supply	£92.20	£4.39	£87.81
Lloyds Bank	See below	Credit card payment	£398.25		
Total DD Sept payments			£578.32	£77.06	£501.26
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Euroloos	Toilet maintenance	Toilet Maintenance	£ 159.41	£ 26.57	£ 132.84
Amazon - Go Green Batteries Ltd	Defib battery	10 x Duracel batteries for PH defib	£ 29.95	£ 4.99	£ 24.96
JL Sales - Ebay	Oak Tree Belts		£ 12.99	£ -	£ 12.99
Lloyds	Charge for card end 3857™	Monthly credit card fee	£ 3.00	n/a	£3.00
Euroloos	Toilet maintenance	Toilet maintenance	£ 154.30	£ 25.72	£ 128.58
KALC	AGM	Subsistence	£ 5.00	£ -	£ 5.00
Amazon	Office stationery	Notebooks	£ 8.80	£ 1.47	£ 7.33
Amazon	Office stationery	2 x printer cartridges	£ 24.80	£ 4.14	£ 20.66
Total Credit card payments			£ 398.25	£ 62.89	£ 335.36

- c. To note year to date budget, spend and accounts (attachment 2).
- d. To note staff salary includes the national salary award for 2022 which equates to 5.86% and has been backdated from April. The previous Clerk's award for April and May has also been included, as per the national salary award guidelines.

7. BUSINESS ITEMS

- a) To discuss the Parish Hall annual insurance premium.
- b) To discuss the refurbishment of the toilet facilities at Borden Parish Hall.

8. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive report from Wises Lane Monitoring Group (attachment 3).
- b. The Finance Committee - To review the proposed budget for 2023 (attachment 4).
- c. To receive report from Nature Reserve Working Group (attachment 5).
- d. Operation Golden Orb – the Coronation (attachment 6).
- e. Neighbourhood Plan Working Group update (attachment 7).

9. OPEN SPACES

- a. To receive an update on the Byelaws.
- b. Annual Tree Survey of The Playstool, Nature Reserve and Woodland area.
To note the previous Playstool tree survey was carried out in November 21. To carry out a current survey of all 3 of the above stated areas a quote has been received for £900. plus VAT (Playstool & Woodland £495.00, Nature Reserve, £405.00), The fee is based on current information provided and may be subject to change should additional trees need to be surveyed or extra works undertaken during the course of the inspection. As the quote is within the agreed budget set in Octobers meeting the Clerk has arranged the survey for all 3 areas to take place on the next available date which is 22nd February 2023.
- c. To note Borden Fete Committee In line with Bylaws, have contacted the Clerk to advise that this year the Borden Football Club will be running a BBQ at the event on the 4th December 2022 (switching on of Christmas lights). They have confirmed that they have submitted all the relevant risk assessments and health and Safety documents to SBC. They are also planning to have additional lights put on the trees either side of the main Christmas tree on Friday 18th November so that they can be checked by BPC's electrician on the 21st November.

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- d. To receive an update on The Street signpost refurbishment (attachments 8 and 9)

10. HIGHWAYS

- a. To receive update on Highways matters (attachment 10).
- b. To receive and update on response from Swale Borough Council regarding the reported section 20 Breach of Planning at Land at Wisles Lane.
- c. Swale Joint Transportation Board meeting - KCC Highways consultation with Parishes about highway details on major developments, including Wisles Lane.
- d. Complaint to Gas Transportation Company (GTC) - Wisles Lane, Borden, Road Closure 6th June to 19th August 22. To note the Clerk has sent a further email to the GTC, as since their confirmation email of 2nd September was received stating referral to the relevant stakeholders, a response regarding their rational has yet to be received.

11. EXTERNAL MEETINGS

- a. Western Area Committee.
- b. Swale West meeting (attachment 11).

12. CORRESPONDENCE

- a. Regarding Nature Reserve new fencing - When the new fencing is completed will it have vulnerable access places for wildlife including badgers (attachment 12)
- b. Application for a £250.00 grant from Sittingbourne Lights and Sleigh (attachment 13).
- c. Cllr Sims and Cllr Fassenfelt have been invited to a meeting with the William Barrow Charity (WBC) on 23rd February 23, where the purpose is to provide the Councillors with some background as to what the objects of the Charity's Scheme allows and what support they can and cannot provide within the Parish. In relation to this August resolution 85ai was to compose a report to the WBC regarding a Playstool toilet grant but the Parish Council may want to consider putting this resolution on hold until after the meeting with WBC.
- d. Air Quality Action Plan – the survey is due for completion by 15th January 23, and questions have been sent to Councillors to review in readiness for confirming the Parish Councils responses so that the Clerk may update the survey on behalf of BPC (attachment 14).

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

- 1) **APPLICATION REF: 22/504822/REM** Grid: 588553/163571 Address: Land South West Sittingbourne/Wisles Lane Borden Kent ME10 1GD Proposal: Approval of Reserved Matters for Phase 1B (Access, Appearance, Landscaping, Layout and Scale) for the erection of a substation, Gas Govnor, associated access and works pursuant to 17/505711/HYBRID - Hybrid planning application with outline planning permission (all matters reserved except for access) sought for up to 595 dwellings including affordable housing; a two-form entry primary school with associated outdoor space and vehicle parking; local facilities comprising a Class A1 retail store of up to 480 sq m GIA and up to 560sqm GIA of "flexible use" floorspace that can be used for one or more of the following uses - A1 (retail), A2 (financial and professional services), A3 (restaurants and cafes), D1 (non-residential institutions); a rugby clubhouse / community building of up to 375 sq m GIA, three standard RFU sports pitches and associated vehicle parking; a link road between Borden Lane and Chestnut Street / A249; allotments; and formal and informal open space incorporating SuDS, new planting / landscaping and ecological enhancement works.

Extension for comments agreed to 18th Nov.

Comments from the Wisles Lane Monitoring Group to be sent prior to the meeting.

- 2) **APPLICATION REF: 22/504799/SUB.** Grid: 588553/163571 Address: Land At Wisles Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to conditions 15 (existing & proposed site levels, proposed finished floor levels), 16 (fixed telecommunication infrastructure & high speed fibre optic connections), 37 (proposed estate road, footways, footpaths, verges, street tree planting, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, driveway gradients, car parking and street furniture), 40 (spine road details), and 10 (connection to public sewerage system) of application 17/505711/HYBRID (allowed on appeal APP/V2255/W/19/3233606) in relation to the Chestnut Street roundabout.

Comments from the Wisles Lane Monitoring Group to be sent prior to the meeting.

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- 3) **APPLICATION REF: 22/504800/SUB** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to condition 71 (Electric Vehicle Charging) of application 17/505711/HYBRID (allowed on appeal APP/V2255/W/19/3233606) - Relating to Phase 1A.
Comments from the Wises Lane Monitoring Group to be sent prior to the meeting.
- 4) **APPLICATION REF: 22/505014/SUB** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to condition 49 (surface water drainage scheme), of application 17/505711/HYBRID (allowed on appeal APP/V2255/W/19/3233606) in relation to the Chestnut Street roundabout.
Comments from the Wises Lane Monitoring Group to be sent prior to the meeting.
- 5) **APPLICATION REF: 22/504860/FULL.** Grid: 588368/164170. Address: 68 Key Street Sittingbourne Kent ME10 1YU. Proposal: Erection of a rear lean-to extension and formation of a gable to the existing side and rear extension.
Extension for comments agreed to 18th Nov.
- 6) **APPLICATION REF: 22/505194/SUB:** Grid: 587970/161972. Address: Sutton Baron Hall Sutton Baron Road Borden Kent ME9 8LH. Proposal: Discharge of Condition 3 - Building recording report and a Specification for an archaeological building recording of 22/500033/FULL.
- 7) **APPLICATION REF: 22/504823/REM: Land At Wises Lane Borden Kent ME10 1GD PROPOSAL:** Approval of Reserved Matters (Layout, Scale, Appearance and Landscaping being sought) for the western spine road (Phases 2B & 2C) pursuant to 17/505711/HYBRID - Hybrid planning application with outline planning permission (all matters reserved except for access) sought for up to 595 dwellings including affordable housing; a two-form entry primary school with associated outdoor space and vehicle parking; local facilities comprising a Class A1 retail store of up to 480 sq m GIA and up to 560sqm GIA of "flexible use" floorspace that can be used for one or more of the following uses - A1 (retail), A2 (financial and professional services), A3 (restaurants and cafes), D1 (non-residential institutions); a rugby clubhouse / community building of up to 375 sq m GIA, three standard RFU sports pitches and associated vehicle parking; a link road between Borden Lane and Chestnut Street / A249; allotments; and formal and informal open space incorporating SuDS, new planting / landscaping and ecological enhancement works. Full planning permission is sought for the erection of 80 dwellings including affordable housing, open space, associated access / roads, vehicle parking, associated services, infrastructure, landscaping and associated.
Comments from the Wises Lane Monitoring Group to be sent prior to the meeting.
- 8) **APPLICATION REF: 22/504937/REM; Land At Wises Lane Borden Kent PROPOSAL:** Approval of Reserved Matters (appearance, landscaping, layout and scale) for Phase 1B, 2A, 2B and 2C for the erection of 209no. dwellings including affordable, together with associated access, landscaping, equipped play, drainage, infrastructure and earthworks, pursuant to 17/505711/HYBRID - Hybrid planning application with outline planning permission (all matters reserved except for access) sought for up to 595 dwellings including affordable housing; a two-form entry primary school with associated outdoor space and vehicle parking; local facilities comprising a Class A1 retail store of up to 480 sq m GIA and up to 560sqm GIA of "flexible use" floorspace that can be used for one or more of the following uses - A1 (retail), A2 (financial and professional services), A3 (restaurants and cafes), D1 (non-residential institutions); a rugby clubhouse / community building of up to 375 sq m GIA, three standard RFU sports pitches and associated vehicle parking; a link road between Borden Lane and Chestnut Street / A249; allotments; and formal and informal open space incorporating SuDS, new planting / landscaping and ecological enhancement works. Full planning permission is sought for the erection of 80 dwellings including affordable housing, open space, associated access / roads, vehicle parking, associated services, infrastructure, landscaping, and associated SuDS.
Comments from the Wises Lane Monitoring Group to be sent prior to the meeting.
- 14. 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.
 - c. Heritage – Cllr Harrison (attachment 15).
 - d. Borden Parish Hall – Cllr Hepburn (attachment 16).
- 15. ITEMS FOR INFORMATION ONLY**
- a. Matters for information circulated to councillors (attachment 17).
 - b. To receive any reports from councillors.

NEXT MEETING TO BE HELD 15th December 2022