

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 19th November 2020
Via Video Conferencing at 7pm**

Please see www.bordenparishcouncil.gov.uk for Zoom log in details.

Julie Miller

Julie Miller, Parish Clerk

clerk.bordenpc@gmail.com

12th November 2020

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNARY INTERESTS

3. PUBLIC PARTICIPATION SESSION –

The period of time designated for public participation at a meeting in accordance with standing order 3 above 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

- a. Police/PCSO
- b. Parishioners
- c. County/Borough Councillors

4. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MEETINGS HELD ON 15TH OCTOBER 2020

(Attachment A)

5. FINANCE

a. To approve accounting statements October 2020

Chair and RFO to sign the bank reconciliation and bank statement balances

(Attachment B)

b. To approve the accounts for payment

(Appendix 1)

Approved signatories to sign the BACs payment list at next available opportunity.

c. Annual Return

To note clarification questions received and requirement to resend AGAR.

d. To consider pay award to Clerk for 2021

e. Precept and Budget 2021/22

To consider precept and budget for 2021/22

(Attachment C)

6. GRANT APPLICATION

- a. To consider application for Sittingbourne Christmas Lights and Sleigh Rounds

(Attachment D)

7. ACTIONS TAKEN IN RESPONSE TO COVID-19

- a. To receive update on COVID-19 response.

8. GOVERNANCE AND ADMINISTRATION

- a. To receive update on Parish Hall 5 year costed plan.

- b. To note Cllr Hepburn and Clerk obtaining three quotes for alarm system and upgrading broadband at parish hall.

- c. To note successful application to EV charging point grant scheme and £500 match funding from parish council.

- d. To note wreath laid on Remembrance Sunday.

- e. To note posters for Borden United Charities in Noticeboards and on website.

9. PLANNING MATTERS

- a. To receive update on Wisers Lane planning appeal.
- b. To receive update on Neighbourhood Plan initiative – Cllr Butlin

(Attachment D)

10. OPEN SPACES

- a. To note awaiting quote for replacement and refurbishment of picnic tables
- b. To note dog waste bin ordered.
- c. To consider asking Swale members to fund cost of dog waste bags – Cllr Downes
- d. To receive update on plan at Playstool – Cllr Emery/Clerk
- e. To review Playstool COVID19 risk assessment *(Attachment E)*
- f. To receive update on information boards – Cllr Sims
- g. To receive update on Christmas lights – Cllr Sims
- h. To consider moving the youth shelter at a cost of approx. £1000 – Cllr Emery

11. BORDEN NATURE RESERVE

- a. To note update on fly-tipping prosecution.
- b. To note update on homeless occupation.
- c. To receive update on Nature Reserve management working group.

12. HIGHWAYS

- a. To receive update on Highways issues reported – Cllr Fassenfelt
- b. To note Oad Street traffic survey requested of KCC.
- c. To consider updated Highways Improvement Plan document
- d. To receive update Highways project
- e. To receive update on the use of Maidstone Road as a diversion for the A249.
- f. To note streetlight repair – PB.32 Maidstone Road – failing and dim output – lantern replaced £325+VAT.

12. CONSULTATIONS FOR COMMENTS

13. EXTERNAL MEETINGS

a. Meetings attended

Swale Planning Training – Cllr Butlin 10/11/2002

b. Future meetings

KALC AGM 28/11/2020

Swale Area Committee 08/12/2020

14. CORRESPONDENCE

09/11/2020 Overgrown vegetation Chestnut Street

15. PLANNING APPLICATIONS – view on <http://pa.midkent.gov.uk/online-applications/> There are none.

16. 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

17. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to councillors (Appendix 2)
- b. To receive any reports from councillors

18. NEXT MEETING DATE – THURSDAY 17th DECEMBER 2020 7pm

ACCOUNTS FOR PAYMENT

| Nov-20 | Invoice Date | Invoice Number | Services Provided | Gross | Net | VAT |
|------------------------|--------------|----------------|---|------------|------------|------------|
| Ms J Miller | | | Clerk expenses Nov | £ 88.45 | n/a | n/a |
| Ms J Miller | | | Clerk costs Nov | £ 592.28 | n/a | n/a |
| HMRC | | | PAYE costs Nov | £ 149.37 | n/a | n/a |
| EuroLoos | 01/10/2020 | 154421 | October Toilet invoice | £ 144.00 | £ 120.00 | £ 24.00 |
| Fryer Cleaning & Maint | 31/10/2020 | 10053 | Maintenance of memorial & centenary gardens | £ 460.80 | £ 384.00 | £ 76.80 |
| Streetlights | 20/10/2020 | 11673 | Payment 2 of maintenance plan | £ 691.20 | £ 576.00 | £ 115.20 |
| Kings Commercial | 01/10/2020 | INV00464 | Clean of toilet | £ 173.33 | n/a | n/a |
| John England | | | Playstool Inspections | £ 50.00 | | |
| Tikspak | 03/11/2020 | inv-0088 | 1 bopx ticpac bags | £ 78.00 | £ 65.00 | £ 13.00 |
| PJA | 28/10/2020 | | Traffic plan phase 1 | £ 6,798.00 | £ 5,665.00 | £ 1,133.00 |
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Appendix 2

MATTERS FOR INFORMATION

10/10/2020 NALC Chief Executives Bulletin
 10/10/2020 KALC/KCC/Kent and Medway Environment Board
 10/10/2020 Chief Executives Bulletin
 10/10/2020 Local Electricity Bill – Parliamentary debate
 10/10/2020 ELF October 2020 podcast
 10/10/2020 Online Finance Conference 2020
 10/10/2020 Rebuilding Communities
 12/10/2020 COVID 19 Community Champions
 12/10/2020 Rebuilding Communities
 13/10/2020 Emergency speed limit reduction and suspension of width restriction Chestnut St
 13/10/2020 Public sector buildings
 15/10/2020 Identifying idling hotspots
 15/10/2020 Rebuilding Communities
 22/10/2020 Kent Police Fraud Alert
 22/10/2020 Rebuilding Communities
 22/10/2020 COVID19 Funding Guidance for Charities
 22/10/2020 KALC CEO Bulletin
 22/10/2020 Disabled Bay Consultations Swale
 27/10/2020 KCC Media Release
 22/10/2020 Disabled Bay Consultations Swale
 27/10/2020 Chief Executives Bulletin
 27/10/2020 NHS Kent and Medway
 27/10/2020 National CSSC green message
 27/10/2020 Weekly programmed M20 works
 28/10/2020 Emergency Road Closure School Lane
 29/10/2020 COVID 19 Updates
 29/10/2020 NALC Chief Executive Updates
 03/11/2020 NALC Chief Executive bulletin
 03/11/2020 HCLG Select Committee
 03/11/2020 Coronavirus updates
 03/11/2020 Rebuilding Communities
 03/11/2020 NALCs Tree Charter
 03/11/2020 Chief Executives Bulletin
 05/11/2020 Coronavirus updates

09/11/2020 Kent Police Rural Update
09/11/2020 Kent Adult Education
09/11/2020 KALC Chairing Virtual meetings
09/11/2020 KALC News October 2020
09/11/2020 RSN Rural Funding Digest
09/11/2020 National CSSC green message
09/11/2020 NALC Announcement- elections
09/11/2020 Chief Executives Bulletin
09/11/2020 M20 Updates
09/11/2020 Exploring Brexit Food and Drink
09/11/2020 Rebuilding Communities
09/11/2020 COVID 19 Update
09/11/2020 NALC Chief Executive Bulletin