

# 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 18th May 2023** in the Pavilion, Wises Lane. The meeting will follow on from the Annual Parish Council meeting which starts at 7pm.

Teresa Millum

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

12<sup>th</sup> May 2023

## AGENDA FOR MONTHLY PARISH COUNCIL MEETING

### 35. APOLOGIES FOR ABSENCE

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

### 37. CHAIR'S ANNOUNCEMENTS

### 38. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MONTHLY MEETING HELD ON 13<sup>th</sup> April 23 (appendix A).

### 39. 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).

### 40. FINANCE

- To approve accounting statements for April 2023 (appendix B).
- To approve the following BACS list of accounts for May 2023 payment.

Payee	Budget	Description	Gross	VAT	Net
Staff	Salary	Mar/Apr Salary	£ 949.82	n/a	£ 949.82
Staff	Expenses	WFH allowance & milage	£ 33.10	n/a	£ 33.10
HMRC	PAYE	April PAYE costs	£ 280.73	n/a	£ 280.73
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns		£ 505.20	£ 84.20	£ 421.00
John England	Playstool Inspections		£ 75.00	n/a	£ 75.00
Borden Fete Committee	Grants	Grant payment (s137)	£ 1,047.20	n/a	£ 1,047.20
Streetlights	Streetlighting maintenance contract	Payment 1 of 2	£ 725.76	£ 120.96	£ 604.80
Borden Parish Hall	Hall Hire	Barrow room (12/01; 19/01; 16/02)	£ 40.20	n/a	£ 40.20
Maypole Minstrels set	Coronation of King Charles III	Choir donation (s137)	£ 60.00	n/a	£ 60.00
KALC	Subscriptions	Annual fee	£ 1,011.12	£ 168.52	£ 842.60
DJS Audio	Coronation of King Charles III	Sound	£ 300.00	n/a	£ 300.00
<b>Total direct payments April</b>			<b>£ 5,028.13</b>	<b>£ 373.68</b>	<b>£ 4,654.45</b>
Direct Debits	Budget	Description	Gross	VAT	Net
Waveney IT	IT Costs	Monthly Mailbox charge	£ 18.17	£ 3.03	£ 15.14
O2	Office	Mobile	£ 15.48	£ 2.58	£ 12.90
EE	Office	Broadband	£ 19.20	£ 3.20	£ 19.20
EDF energy	Electricity -Feeder pillar	Electric	£ 16.00	£ 2.67	£ 13.33
N Power	Electricity - Unmetered supply	Electric	£ 96.18	£ 4.58	£ 91.60
Lloyds Bank	Corporate card		£ 364.00	£ 60.18	£ 303.82
<b>Total payments April</b>			<b>£ 529.03</b>	<b>£ 76.24</b>	<b>£ 455.99</b>
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Euroloos	Toilet servicing	Weekly toilet emptying	£ 159.44	£ 26.57	£ 132.87
Anyjunk	Open spaces	Fly tipping removals	£ 70.00	£ 11.67	£ 58.33
Solopress	Coronation of King Charles III	Banner	£ 56.68	£ 9.45	£ 47.23
Cartridge People	Office	Stationary - Cartridges	£ 74.88	£ 12.49	£ 62.39
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 364.00	£ 60.18	£ 303.82

- To note year to date accounts and budget spend (attachment 1).



## 41. ANNUAL RETURN 2022 - 2023

- a. Annual Governance Statement (AGAR) for 2022-23, Section 1 of the AGAR (attachment 2).  
To approve section 1 of the AGAR for 2022-23 for the year ending 31 March 2023.
- b. Accounting Statements for 2022-23, Section 2 of the AGAR (attachment 3)  
To approve 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.

## 42. BUSINESS ITEMS

- a. The Council to consider and agree the process for co-opting Councillors to fill the 3 vacant seats post-election.
- b. To consider and agree a quote for the Jubilee Oak tree plaque (attachment 4)
- c. To consider and agree a quote for the Parish Hall Honours board (attachment 5 & 6)
- d. To consider a grant request to refurbish the Gent's and Disabled toilets in Borden Parish Hall (attachment 7)
- e. The Clerk will be on annual leave from 3<sup>rd</sup> to 11<sup>th</sup> June, do the Parish Council want to consider getting a locum Clerk for this period, or are they happy to defer until the Clerks return.

## 43. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive a report from Wisers Lane Monitoring Group (attachment 8)
- b. To receive a report from the Nature Reserve Working Group (attachment 9)
  - i. To consider the installation of Byelaw notice boards at the Playstool, Woodland area and Nature Reserve (attachment 10)
- c. Operation Golden Orb – His Majesty King Charles III Coronation (attachment 11).
  - i. To review quotes for the Coronation oak tree (attachment 12)

## 44. OPEN SPACES

- a. To consider the quality of the ground fixing of the bench recently installed on The Street.

## 45. HIGHWAYS

- a. To receive update on Highways matters (attachment 13)

## 46. MOTIONS FROM COUNCILLORS

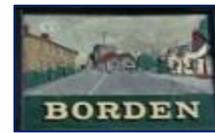
- a. Dog fouling issue Maylam Gardens (attachment 14)  
Cllr Jemmett proposes that the Parish Council support this resident by writing to SBC asking for a decision to be made on potential solutions the resident has put forward.

## 47. CORRESPONDENCE

- a. To review correspondence from residents (attachment 15)

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

- a. **APPLICATION REF: 23/501750/FULL** PROPOSAL: Erection of a detached garage and boundary wall with railings and sliding gate. ADDRESS: 195 Borden Lane Borden Sittingbourne Kent ME9 8HR.  
COMMENTS DUE BY: 9 May 2023.  
**Extension for comments agreed until 19/05/23.**
- b. **APPLICATION: 23/501895/PN14J.** Grid: 587716/161938. Address: Denne Court Hengist Field Pond Farm Road Borden Kent. Proposal: Prior Notification for the installation of roof mounted solar photovoltaics (PV) equipment. For its prior approval to: - Design and external appearance of the development.



- c. To consider a response to responses made by the applicant, to the Parish Councils comments made on 18/11/22 for 'application 22/504937/REM - Wises Lane - Reserved Matters on Phases 1B, 2A, 2B & 2C & Others' (attachment 16)

- d. **RE: REFERENCE 21/504812/REM.** To consider adding to, modifying, or withdrawing the Parish Councils previous representations (attachment 17)

**Notification of Appeal Lodged with the Planning Inspectorate**

Proposal: Approval of Reserved Matters of appearance, landscaping, layout and scale for erection of 50 dwellinghouses pursuant to application 17/500727/OUT – Outline application for residential development for up to 50 dwellings with access off Chestnut Street (All others matters reserved).

Location: Land at Manor Farm Chestnut Street Borden

An appeal has been lodged by Abbey Development Ltd in relation to the above for the following reason:

The Council has refused permission for this application.

The Planning Inspectorate/Secretary of State has decided that the appeal will be determined on the basis of Written Representations.

Any comments and/or representations received in relation to this application have already been forwarded to the Planning Inspectorate and will be considered by the Inspector when deciding the appeal.

to add to modify or withdraw your previous representations then you can do so by contacting the Planning Inspectorate by email to: [North2@planninginspectorate.gov.uk](mailto:North2@planninginspectorate.gov.uk) or in writing to 3D Eagle Wing, Temple Quay House, 2 The Square, Bristol, BS1 6PN, quoting reference(s) APP/V2255/W/22/3313216.

**Please note you must do this by 6 June 2023.**

**49. 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. Borden Parish Hall – Cllr Hepburn (attachment 18)
- d. Borden Heritage Group – Cllr Harrison (attachment 19)

**50. ITEMS FOR INFORMATION ONLY**

- a. Matters for information circulated to Councillors (attachment 20)
- b. To note on 19<sup>th</sup> April at the Local Councils Liaison Forum, Swale Borough Council have published the following 2 dates for Parish Councils to undergo Planning training. All training will be recorded and available to rewatch if unable to attend or to refer to. If Councillors are interested in attending, please let the Clerk know and she will forward attendees names.
  - Wednesday 28<sup>th</sup> June at 7pm via Teams.
  - Wednesday 27<sup>th</sup> September at 7pm via Teams.

**NEXT MONTHLY MEETING TO BE HELD 15<sup>th</sup> June 2023**