

# **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 10<sup>th</sup> September 2020  
Via Video Conferencing at 7pm**

Please see [www.bordenparishcouncil.gov.uk](http://www.bordenparishcouncil.gov.uk) for Zoom log in details.

*Julie Miller*

Julie Miller, Parish Clerk

[clerk.bordenpc@gmail.com](mailto:clerk.bordenpc@gmail.com)

3<sup>rd</sup> September 2020

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

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF PECUNIARY AND NON-PECUNARY INTERESTS**
- 3. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MEETINGS HELD ON 16<sup>TH</sup> JULY 2020.** *(Attachment A)*
- 4. FINANCE**
  - a. To approve accounting statements July 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. To receive internal audit report** *(Attachment C)*
- 5. ACTIONS TAKEN IN RESPONSE TO COVID-19**
  - a. To receive update on COVID-19 response.
- 6. GOVERNANCE AND ADMINISTRATION**
  - a. To receive update on Parish Hall 5 year costed plan.
  - b. To consider electrical quotation for Sports Pavilion.** *(Attachment D)*
  - c. To consider insurance renewal** *(Attachment E)*
- 7. PLANNING MATTERS**
  - a. To receive update on Wises Lane planning appeal.
  - b. To receive update on Neighbourhood Plan.
- 8. OPEN SPACES**
  - a. To receive quote for replacement of picnic tables delayed due to COVID-19
  - b. To note re-opening of Playstool play areas and to review risk assessment** *(Attachment F)*
  - c. To receive update on dog waste bags – Cllr Baldock
  - d. To receive update on antisocial behaviour at Playstool – Cllr Emery - and to consider correspondence from resident to consider moving youth shelter at Playstool.
  - e. To consider proposal for plaque and marking of oaks for Centenary Gardens – Cllr Sims and Cllr Downes
  - f. To consider Centenary Gardens Information Board – Cllr Sims
  - g. To consider request for additional bin at Playstool – Cllr Emery
  - h. To note toilet seat damage and emergency repairs carried out (£40)
  - i. To receive annual play area inspection report and to note quotations being sought to address risks. *(Attachment G)*
  - j. To discuss conservation area
- 9. BORDEN NATURE RESERVE**
  - a. To note update on fly-tipping prosecution.
  - b. To note update from Cllr Baldock on 'Friends of' group.

- c. To consider installation of CCTV signage (Attachment H)
- d. To receive update on request for SBC to assist with removal of fly tipping
- e. To consider setting up an advisory group to prepare an options paper on future management of the nature reserve

## **10. HIGHWAYS**

- a. To receive update on Highways issues reported – Cllr Fassenfelt
- b. To receive update on press release and consider next steps.
- c. To consider response from PCC re street lamp in School Lane.
- d. To receive update on the use of Maidstone Road as a diversion for the A249.
- e. To receive update on consultants' responses on 20 mph zones.

(Attachment I)

## **11. EVENTS**

- a. To discuss Christmas Tree Lights – Cllr Sims
- b. To discuss Poppies and Wreath for Remembrance – Cllr Sims
- c. To consider Community Award Nomination – Cllr Baldock
- d. To consider thanks to resident for VJ work - Cllr Jemmett
- e. To consider request from WI to hold picnic on Playstool – Cllr Harrison

(Attachment J)

## **12. CONSULTATIONS FOR COMMENTS**

- a. Ponds and Hedgerows – Swale Borough Council
- b. Housing Allocations Policy 2020 – Swale Borough Council

## **13. EXTERNAL MEETINGS**

- a. Western Area Committee – SBC – 01/09/2020
- b. Swale Area Committee – 14/09/2020
- c. KALC Clerks Conference – 24/09/2020

## **14. CORRESPONDENCE**

- a. Email from resident regarding anti social behaviour in Playstool
- b. Email from resident regarding Nature Reserve rules and signage
- c. Email from resident regarding Oad Street highways issues
- d. Email from resident reporting missing sign at Wises Lane/The Street junction
- e. Email from resident raising concern regarding trees in the Conservation area
- f. Email from local business requesting to advertise apprenticeship on parish council website
- g. Email from Meals on Wheels request for information

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

### **a. APPLICATION REF: 20/503116/FULL**

**PROPOSAL:** Erection of a single storey rear extension.

**ADDRESS:** 81 Maylam Gardens, Borden.

### **b. APPLICATION REF: 20/503102/FULL**

**PROPOSAL:** Erection of 6ft fencing to boundary.

**ADDRESS:** 66 Maylam Gardens, Borden.

### **c. APPLICATION REF: 20/503656/LDCEX**

**PROPOSAL:** Lawful Development Certificate (Existing) for permanent siting of mobile home for use as a separate (C3) dwelling.

**ADDRESS:** Hilbery Wrens Road Borden Sittingbourne Kent ME9 8JD

(Not for comments)

### **d. APPLICATION REF: 20/503554/FULL**

**PROPOSAL** Proposed loft conversion with 3no. roof lights to the front and 3no. dormers to the rear together with new pitched roof with increase in ridge height.

**ADDRESS:** Frederick Cottage Chestnut Street Borden Sittingbourne Kent

### **e. APPLICATION REF: 20/503825/SUB**

**PROPOSAL:** Submission of Details to Discharge Condition 3 (Materials) Condition 4

(Hard and Soft Landscaping) Condition 12 (Energy Efficiency) and Condition 15 (Method

**e. TO NOTE APPEAL LODGED**

**19/505028/FULL Former Car Park Oad Street Borden Kent**

**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 15<sup>th</sup> OCTOBER 2020 7pm**

**Appendix 1**

**ACCOUNTS FOR PAYMENT**

	Invoice Date	Invoice Number	Services Provided	Gross	Net	VAT
Ms J Miller			Clerk costs Sept	£ 648.32	n/a	n/a
HMRC			PAYE costs Sept	£ 176.69	n/a	n/a
Ms J Miller			Expenses - Clerk Aug	£ 93.40	n/a	n/a
David Buckett	22/08/2020	1196	Annual Audit Fee	£ 300.00	£ 300.00	n/a
EuroLoos	01/08/2020		August Toilet Servicing	£ 144.00	£ 120.00	n/a
Fryer Cleaning & Maint	31/08/2020	8915	Maintenance of memorial & centenary gardens	£ 460.80	£ 384.00	£ 76.80
Kings Commercial	01/09/2020	450	Clean of toilet and repair to seat	£ 213.33	£ 213.33	n/a
Kings Commercial	01/09/2020	449	Initial toilet clean	£ 40.00	£ 40.00	n/a
Spectrum Signs and Display	06/08/2020	1765	COVID signs for Playstool	£ 439.20	£ 366.00	£ 73.20

**Appendix 2**

**MATTERS FOR INFORMATION**

22/07/2020 Coronavirus Information for parish and town councils  
 22/07/2020 HM Prison and probation service  
 22/07/2020 Ponds and Hedgerows  
 22/07/2020 NALC Chief Executive Bulletin  
 22/07/2020 Visitor Economy Framework Action plan consultation  
 04/08/2020 KALC SAC Appointments for AGM  
 04/08/2020 6 month rule – disqualification  
 04/08/2020 Items for Swale JTB  
 04/08/2020 The Rural Bulletin  
 04/08/2020 East Street Bridge Works M20  
 04/08/2020 Community Engagement and Social Inclusion Officer – Swale BC  
 04/08/2020 A251/M2 closures  
 04/08/2020 NALC Consultation EPC4  
 04/08/2020 Swale West July Report KCC  
 04/08/2020 KALC Online Workshop Supporting Wellbeing  
 04/08/2020 A green and fair recovery  
 04/08/2020 KALC News July

04/08/2020 CSSC Green Message  
04/08/2020 The rural bulletin  
06/08/2020 Call for Sites – proposed green spaces  
06/08/2020 Eligibility of Parish and Town Councils for business grants  
06/08/2020 RSN rural digest  
06/08/2020 Rebuilding communities  
06/08/2020 Temporary road closures A2  
07/08/2020 Housing allocations policy  
10/08/2020 Covid 19 financial impact survey  
10/08/2020 Clean Air Zone Workshop 18/08  
10/08/2020 Health and Wellbeing workshops  
10/08/2020 Kent Fraud Alerts  
10/08/2020 Information from Came and Company flood flash  
10/08/2020 NALC chief executives bulletin  
10/08/2020 A planning system shakeup  
10/08/2020 The rural bulletin  
18/08/2020 LGA Consultation on Code of Conduct  
18/08/2020 Chief Executives bulletin  
18/08/2020 NALC chief executives bulletin  
18/08/2020 M20 works  
18/08/2020 Rural bulletin  
18/08/2020 Rebuilding communities  
20/08/2020 Solar together  
20/08/2020 KALC CEO bulletin August 2020  
20/08/2020 Covid 19 update  
20/08/2020 Allington IWMF extension of consultation period  
20/08/2020 KALC seminar for clerks  
20/08/2020 Government consultations on reforming the planning system  
20/08/2020 Housing allocations policy  
31/08/2020 Police update report  
31/08/2020 Swale Joint Transportation Board  
31/08/2020 KCC Electric Charging Points  
31/08/2020 Highways England M20 moveable barrier works  
31/08/2020 Free online KALC/CPRE Kent planning white paper virtual info event  
31/08/2020 NHS Kent and Medway CCG  
31/08/2020 Proposed New slip on road onto A249  
31/08/2020 KALC online clerk's conference  
31/08/2020 Disabled Bay consultations Swale  
31/08/2020 Western Area Committee – Swale  
31/08/2020 Rebuilding Communities  
31/08/2020 Rural Bulletin  
31/08/2020 Highways England – moveable barrier works M20  
31/08/2020 Health and Wellbeing workshops  
31/08/2020 Weekly pothole data  
31/08/2020 Chief Executives Bulletin