

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 15th December 2022 in Borden Sports Pavilion, Wises Lane at 7pm

Teresa Millum

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

9th December 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 17th November 22 (appendix A). To note a change to November minutes, item 125 amended typo on Cllr Hepburn's name.

5. PUBLIC PARTICIPATION SESSION – The period 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
- Parishioners.
- County/Borough Councillors (a written report must be submitted three days before the meeting).

6. FINANCE

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

Payee	Budget	Description	Gross	VAT	Net
Staff expenses	Clerk salary	Salary	£949.82	n/a	£949.82
Staff expenses	Clerk expenses	WFH allowance, mileage, stationary	£29.05	n/a	£29.05
HMRC	PAYE	PAYE costs	£280.73	n/a	£280.73
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	ILCA for Clerk	£144.00	£ 24.00	£120.00
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Playdale	Playstool equip repair	ROSPA repair's part payment Playground	£4,592.93	£ 765.49	£3,827.44
Caloo	Playstool equip repair	ROSPA repairs adult equip	£534.00	£ 89.00	£445.00
Richard Wilkinson Electrical	Christmas Lights	Visual inspection of Christmas tree	£180.00	£ 30.00	£150.00
Greenbarnes Ltd	Notice Board	Wrens Road replacement	£3,393.71	£ 565.62	£2,828.09
Sittingbourne Christmas Lights	Grant	Sleigh Rounds	£250.00	n/a	£250.00

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Total direct payments December			£11,211.57	£1,578.11	£9,633.46
Direct Debits	Budget	Description	Gross	VAT	Net
EDF Energy	Electric	Feeder pillar	£16.00		£16.00
Waveney IT	IT Costs	Monthly Mailbox charge	£16.67	£2.78	£13.89
O2	IT Costs	Mobile	£13.20	n/a	£13.20
Npower	Electric	Unmetered supply - revised Oct bill	£57.56	£2.74	£54.82
Lloyds Bank	See below	Credit card payment	£185.74	£25.72	£160.02
Total DD December payments			£289.17	£31.24	£257.93
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Post Office Counters	Postage	Stamps	£3.45	n/a	£3.45
WH Smith	Stationary	Printing paper	£24.99	n/a	£24.99
Euroloos	Toilet maintenance	Toilet Maintenance 1 - 31 Oct	£154.30	£25.72	£128.58
Lloyds	Charge for card end 3857™	Monthly credit card fee	£3.00	n/a	£3.00
Total Credit card payments			£185.74	£25.72	£160.02

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

7. BUSINESS ITEMS

- a. Community Assets (attachment 2)
To discuss how to proceed with the completion of the Community Asset Right to Bid form, as there is detail required that would need considerable investigation.
- b. Swale Borough Council (SBC) Parish Footway Lighting Grant (attachment 3).
To note in their draft budget SBC are proposing to reduce the grant that is paid to some Parish Councils towards footway lighting costs, paying 50% of the current grant amount in 2023/24 and 50% in 2024/25 with the grant ceasing in 2025/26. The proposed tapering of the grant is to allow parishes to plan their budget and precept to take account of the reduction in the grant allocation. Based on this new proposal Borden's grant allocation for both 2023/24 and 2024/25 would both be for £2115.00.
- c. Parish Hall legal update (previously noted under item 126bii of the November minutes).

8. COMMITTEE AND WORKING GROUP UPDATES

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

9. OPEN SPACES

- a. To receive an update on the Byelaws.
- b. To receive an update on The Street / Harmans Corner signpost refurbishment (attachments 8 and 9)
- c. To note the Jubilee Beacon plaque pattern has been made and is now waiting for the foundry to do the casting so it can be completed.
- d. Oak tree plaque further review of wording prior to quotes being obtained.
- e. Email received from KCC Public Rights of Way Officer regarding 2 applications received under section 53 of the Wildlife & Countryside Act 1981, for comment on by the Parish Council. To note an extension until 16th December has been agreed for comments to be returned (attachments 10, 11, 12, 13 & 14)

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- 1) Re: The Wildlife and Countryside Act 1981 – Section 53 Claimed footpath running from public footpath ZR210 to Maylam Gardens and around the inside perimeter of the field to Cryalls Lane at Borden, Sittingbourne, Kent, ME10 1YF.

An application has been submitted under Section 53 of the Wildlife and Countryside Act 1981 that the Definitive Map of Public Rights of Way should be modified to show at public footpath status a route running from public footpath ZR210 to Maylam Gardens and around the inside perimeter of the field to Cryalls Lane at Borden on the basis of the public having used the route for an uninterrupted period of 20 years.

- 2) Re: The Wildlife and Countryside Act 1981 – Section 53.

Claimed footpath running from Wises Lane opposite public footpath ZR120 to its connection with public footpath ZR119 at Borden, Sittingbourne, Kent, ME10 1YN

An application has been submitted by under Section 53 of the Wildlife and Countryside Act 1981 that the Definitive Map of Public Rights of Way should be modified to show at public footpath status a route running from Wises Lane opposite public footpath ZR120 to its connection with public footpath ZR119 at Borden, on the basis of the route being shown on historic documentation.

- f. ROSPA repairs of Children's playground equipment.

The ROSPA repairs to the children's play area will take place week commencing 9th January 23, for the repairs to take place the Clerk recommends that the play area should be closed for the duration of the repairs, if agreed how will this be done.

10. HIGHWAYS

- a. To receive update on Highways matters (attachment 15).
- b. Complaint to Gas Transportation Company (GTC) - Wises Lane, Borden, Road Closure 6th June to 19th August 22
To note the Clerk has once again chased and asked for an urgent update from GTC Stakeholders on 7th December, and is awaiting a response.

11. EXTERNAL MEETINGS

- a. Western Area Committee (attachment 16).
- b. Local Councils Liaison Forum – Cllr Butlin (attachment 17).

12. CORRESPONDENCE

- a. Hugo Fox email regarding visibility from the bridleway on Chestnut Street (attachment 18).
- b. Marie Curie request for support (attachment 19).

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

- 1) **APPLICATION REF: 22/505222/FULL.** Grid: 588339/162909. Address: Borden Post Office 17 The Street Borden Sittingbourne Kent. Proposal: Relocation of stables and construction of a single-storey residential dwelling to the rear of 17 The Street Borden (Resubmission of 22/503059/FULL).

Extension for comments agreed until 16th December.

- 2) **APPLICATION REF: 22/505498/FULL,** Grid: 588846/162860. Address: 140 Borden Lane Borden Kent ME9 8HR
Proposal: Erection of a two storey with room in the roof, 5-bedroom house, including widening of access drive (Revision of Planning Application ref: 22/501804/FULL)

Comments due 15th December extension agreed until 19th December.

- 3) **APPLICATION No: 22/503623/FULL.** Proposal: Change of use of barn from agricultural to B8 storage and distribution use, with associated office space (retrospective). Location: Hooks Hole Farm School Lane Borden Kent

To Note The above planning application will be reported to the Planning Committee meeting of the Council to be held at The Appleyard, Avenue of Remembrance, Sittingbourne on 08/12/22 at 7pm.

- 4) **APPLICATION No: 21/503914/EIOUT - updated version (attachment 20).**

Location: Land South and East Of Sittingbourne Kent Proposal: Southern Site. Outline Planning Application for the phased development of up to 577.48 hectares at Highsted Park, Land to the South and East of Sittingbourne, Kent, comprising of up to 7,150 residential dwellings including sheltered / extra care accommodation (Use Class C2 and Use Class C3). Up to 170,000 sq m / 34 hectares of commercial, business and service / employment

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floorspace (Use Class B2, Use Class B8 and Use Class E), and including up to 2,800 sq m of hotel (Use Class C1) floorspace. Up to 15,000 sq m / 1.5 hectares for a household waste recycling centre. Mixed use local centre and neighbourhood facilities including commercial, business and employment floorspace (Use Class E), non-residential institutions (Use Class F1) and local community uses (Use Class F2) floorspace, and Public Houses (Sui Generis). Learning institutions including primary and secondary schools (Use Class F1(a)). Open space, green infrastructure, woodland, and community and sports provision (Use Class F2(c)). Highways and infrastructure works including the provision of a new motorway junction to the M2, a Highsted Park Sustainable Movement Corridor (inc. a Sittingbourne Southern Relief Road), and new vehicular access points to the existing network; and associated groundworks, engineering, utilities, and demolition works.

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 21).
- d. Borden Parish Hall – Cllr Hepburn (attachment 22).

15. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to Councillors (attachment 23).
- b. To receive any reports from Councillors.

NEXT MEETING TO BE HELD 19th January 2023