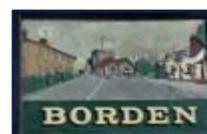


BORDEN PARISH COUNCIL



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on Thursday 16th March 2023 in the Pavilion, Wises Lane at 7pm

Teresa Millum

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

10th March 2023

AGENDA

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 16th February 23 (appendix A).
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.
 - a. Police/PCSO.
 - b. Parishioners.
 - c. County/Borough Councillors (a written report must be submitted three days before the meeting).
6. FINANCE
 - a. To approve accounting statements for February 23 (appendix B).
 - b. To approve the following BACS list of accounts for March payment.

Mar-23	BORDEN PARISH COUNCIL - PAYMENT LIST				
Payee	Budget	Description	Gross	VAT	Net
Staff Expenses	Salary	Clerk salary	£949.82	n/a	£949.82
Staff Expenses	Clerk expenses	WFH allowance, milage etc.	£31.90	n/a	£31.90
HMRC	PAYE	PAYE costs	£280.73	n/a	£280.73
Lushland	Tree surgery & Risk ass	Nature Reserve Survey	£405.00	n/a	£405.00
Lushland	Tree surgery & Risk ass	Playstool & Woodland Survey	£495.00	n/a	£495.00
Steve Wakeling	Contingency for future projects	Parish Hall bench refurb	£390.00	n/a	£390.00
Treecraft	Tree surgery & Risk ass	Ivy at woodland	£100.00	n/a	£100.00
Playdale	Playstool	ROSPA repairs	£5,245.73	£ 874.29	£4,371.44
Kings Commercial Services	Toilet cleaning	Playstool toilet cleaning	£173.33	n/a	£173.33
J England	Playstool inspections	Safety	£60.00	n/a	£60.00
Martin Newcombe	Highways	Badger survey 2nd March	£870.00	n/a	£870.00
Swale BC	Borden Broadside	Printing fee	£186.00	n/a	£186.00
Woodberry	Contingency for future projects	Charlbury Bench & installation	£962.40	£ 160.40	£802.00
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£405.60	£ 67.60	£338.00
Total direct payments			£10,555.51	£ 1,102.29	£9,453.22

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Direct Debits	Budget	Description	Gross	VAT	Net
EDF Energy	Electric	Feeder pillar	£16.00	£ 2.67	£13.33
O2	IT Costs	Mobile	£13.20	£ 2.20	£11.00
Waveney IT	IT Costs	Monthly Mailbox charge	£16.67	£ 2.78	£13.89
Lloyds Bank	Credit card	Credit card payment	£392.35	£ 64.90	£327.45
EE	IT Costs	Mobile Broadband	£19.20	£ 3.20	£16.00
Npower	Electric	Unmetered supply	£63.80	£ 3.04	£60.76
Total DD payments			£521.22	£78.79	£442.43
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Online Reality.co Furniture	Pavilion Tabletops	Credit refund	£60.00	£ 10.00	£ 50.00
Epsom Store UK	Office Equipment	Scanner	£280.00	£46.67	£ 233.33
Amazon	Office stationery	Hole punch, work dividers etc.	£25.35	£4.23	£ 21.12
Euroloos	Toilet maintenance	Toilet Maintenance 1-31 Jan	£144.00	£24.00	£ 120.00
Lloyds	Charge for card end 3857™	Monthly credit card fee	£3.00	n/a	£ 3.00
Total Credit card payments			£ 392.35	£ 64.90	£ 327.45

- c. To note year to date accounts and budget spend (attachment 1).
- d. To note further to February item 173b, the Canon flatbed scanner for £299.00, is no longer available to purchase. As a flatbed scanner was agreed by Council the Clerk has purchased a similar model which also has the option of using a document feeder, from Epsom for £280.00 (reduced from £310.00), £19.99 cheaper than the Canon option.
- e. To note under Financial Regulation 3.4 the Clerk has agreed a payment of £100 to Treecraft, to cut a ring of ivy growth around the main trunk of a Wild Cherry tree to kill off the dense ivy at the crown of the tree, which is growing near the boundary fence line at Mountview. This was shown as a medium recommendation in the February arboricultural survey, but further discussion with Cllr Bolas suggested the cut happen urgently to stop further growth, density, and weight on the tree and so not to disturb birds nesting (attachment 2).
- f. To note the ROSPA repair work carried out week commencing 20th February to renew the side leg of the children's swing set was unable to be completed due to the back leg having now rotted to the extent that if the side leg was replaced as agreed then the back leg may have split. As the swing set repair was approved by the Parish Council as part of the urgent repairs required, the Clerk for health & safety reasons has authorised this additional repair to be completed on 13th March, at an additional cost of £544 + VAT, under Financial Regulation 3.4.
- g. To note an increase of 5% for the 2023/24 annual contract to maintain the Centenary Garden and care home bi-weekly grass cutting (attachment 3).
- h. To note an increase of 7% for the Playstool maintenance annual contract for 2023/24 (attachment 4).
- i. To agree the suggested budget virements which will move funds from budget lines that are underspent at the end of the fiscal year, to those budget lines where an overspend has occurred.
 1. Playstool equipment repair is over budget by £1281.47;
 - Move £1200 from Other Grants budget line.
 - Move £81.47 from Streetlighting budget line.
 2. Electricity unmetered supply is over budget by £269.21 – move same amount from Streetlight repairs budget line.
 3. Borden Sports Association is over budget by ££126.00 - Move £126.00 from Streetlight repairs budget line.
 4. Playstool inspections is over budget by £122.00 – move same amount from Streetlight repairs budget line.
 5. Toilet cleaning is over budget by £499.95 – move the same amount from Streetlight repairs budget line.
 6. Playstool maintenance is over budget by ££169.48 – move the same amount from Streetlight repairs budget line.
 7. Office equipment is over budget by £254.04 – move the same amount from Flytipping removals budget line.
 8. Training courses is over budget by £222.00 – move the same amount form Flytipping removals budget line.
 9. Stationary is over budget by £148.03 – move same amount from Flytipping removals budget line.
 10. Insurance is over budget by £136.45 – move the same amount from Flytipping removals budget line.

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11. PAYE costs are over budget by £1551.41;
 - Move £180.00 from Horticultural Society budget line.
 - Move £936.60 from Fete budget line.
 - Move £434.00 from Heritage budget line.
12. Clerk salary is over budget by £4547.43;
 - Move £3984.76 from Contingency for future project budget line.
 - Move £562.67 from School / PTA budget line.

7. BUSINESS ITEMS

- a. Due to Cllr Fassenfelt's unavailability on the 20th April a decision needs to be taken on an alternative meeting date or if not who will Chair on the 20th April.
- b. To consider how the owners and occupiers of properties identified to become community assets are communicated with to explain the Parishes action.

8. COMMITTEE AND WORKING GROUP UPDATES

- a. To receive report from Wises Lane Monitoring Group (attachment 5).
- b. To note Wises Lane resident communications (attachment 6).
- c. To note complaints regarding the Wises Lane development (attachment 7).
- d. Operation Golden Orb – His Majesty King Charles III Coronation (attachment 8).
- e. Nature Reserve report (attachment 9)

9. NEIGHBOURHOOD PLAN

- a. To receive update from Steering Group (attachment 10)

10. OPEN SPACES

- a. To update on the ROSPA repairs for the Children's playground equipment and quote for additional work noted (attachment 11)
- b. To update on the agreed rubbish bin at junctions of Hearts Delight and Wrens Road.
- c. To review the initial report from the arboricultural survey completed on Nature Reserve in February and agree a quote for urgent work (attachments 12 & 13).
- d. To update on the fallen tree on the steps to the Playstool.

11. HIGHWAYS

- a. To receive update on Highways matters (attachment 14).
- b. To review the update on the proposed junction improvements on the A249 at Key Street and Grovehurst Road, from the Swale West Joint Transportation Board February agenda item 8 (attachment 17).
- c. To note resident's emails regarding Oad Street (attachment 15).
- d. To consider Oad Street improvements (attachment 16).
- e. To decide on the location of the bench at the junction of The Street and Mountview.

12. CORRESPONDENCE

- a. SBC - Consultation on the Draft Pavement Licence Policy 2023 – 2026 (attachment 18).
- b. SBC - Consultation on amendments to the Street Trading Policy 2021 – 2024 (attachment 19.)
- c. To consider supporting Kent Plant a Tree (attachment 20).

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

1. **APPLICATION 23/500516/SUB. Grid: 588553/163571. Address: Land at Wises Lane Borden Kent ME10 1GD. Proposal: Submission of details to discharge condition 59 (badger survey) of planning application: 17/505711/HYBRID** (attachment 21).

An extension to submit comments has been agreed until 17th March by Swale Planning (The determination date for this application is 30th March, there is no consultation period for this application, however, please feel free to submit any comments by the 17th March at the latest and these can be shared with the officer for consideration but comments are not required as part of the officers assessment process).

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2. **APPLICATION 23/500602/SUB.** Grid: 587706/163874. Address: Hooks Hole Farm School Lane Borden Kent ME9 8DA. Proposal: Submission of Details pursuant to conditions 3 (Noise Management Plan) and 4 (Soft Landscaping Scheme) of Application 22/503623/FULL.
An extension to submit comments has been requested.
3. Application: 23/500258/OUT. Grid: 585880/162678. Address: Gleneagles Maidstone Road Borden Kent ME9 7QA
Proposal: Outline Application for redevelopment of the former Gleneagles Garage to provide a commercial development of two buildings. 4 x light industry (Use Class E(g)(iii)) and 4 x warehouse/storage (Use Class B8). (All Matters Reserved).
An extension to submit comments has been agreed.
4. Application: 23/500742/TCA. Grid: 587536/163903. Address: Primrose Cottage Chestnut Street Borden Kent ME9 8DD. Proposal: Conservation Area Notification: To Fell / Remove One Elaeagnus Ebbingei Tree (T1).

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. Borden Parish Hall – Cllr Hepburn (attachment 22).
- d. Borden Heritage Group – Cllr Harrison (attachment 23).

15. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to Councillors (attachment 24).
- b. To receive any reports from Councillors.

NEXT MEETING TO BE HELD 20th April 2023