

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 17th December 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

10th December 2020

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNARY INTERESTS

3. CHAIRMAN'S ANNOUNCEMENTS

4. 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

5. TO APPROVE FOR SIGNATURE THE MINUTES OF THE MEETINGS HELD ON 19TH NOVEMBER 2020

(Attachment A)

6. FINANCE

a. To approve accounting statements 2020

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

(Attachment B)

b. To approve the accounts for payment

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

(Appendix 1)

c. Annual Return

To note completion of audit and matters raised.

d. Members Grant

To note Swale members grant applied for - £78 Ticpac and £300 Oad Street Speed Survey.

6. ACTIONS TAKEN IN RESPONSE TO COVID-19

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

7. GOVERNANCE AND ADMINISTRATION

- a. To note awaiting third quote for parish hall alarm system
- b. To consider village hall 5 year plan and window quotations
- c. To consider future storage options for the parish council – Cllr Sims

8. PLANNING MATTERS

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

9. OPEN SPACES

- a. To consider quote for replacement of picnic tables
- b. To receive update on plan at Playstool – Cllr Emery/Clerk

(Attachment D)

- c. To review Playstool COVID19 risk assessment *(Attachment E)*
- d. To note complaint from resident and consider Playstool steps *(Attachment F)*
- e. To receive update on information boards – Cllr Sims

10. BORDEN NATURE RESERVE

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

11. HIGHWAYS

- a. To receive update on Highways issues reported – Cllr Fassenfelt
- b. To receive update on Oad Street traffic survey requested of KCC.
- c. To receive update Highways project.
- d. To receive update on the use of Maidstone Road as a diversion for the A249.
- e. To discuss and agree response to KCC Key Street A249 improvements consultation.

12. EXTERNAL MEETINGS

a. Meetings attended

KALC AGM 28/11/2020 – Cllr Sims

Western Area Committee – 01/12/2020 – Cllr Butlin

KALC Area Committee – 08/12/2020 – Cllr Baldock

b. Future meetings

13. CONSULTATIONS

Swale Borough Council – Brown Signs

14. CORRESPONDENCE

16/11/2020 – Email from resident re Playstool steps and tree planting for Mrs Millican.

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

(a) APPLICATION REF: 20/505424/LBC

PROPOSAL: Listed Building Consent to repair/replace 4no. single ground floor windows to rear and replacement of rotten oak stile to 1no. side window, repairs to oak beams and render on rear elevation to match existing, and overhaul of brick wall from garage to roadside, repairing with matching reclaimed bricks and lime mortar where necessary.

ADDRESS: Hearts Delight House Hearts Delight Borden

(b) APPLICATION REF: 20/505403/FULL

PROPOSAL: Erection of a single storey front side and rear extension.

ADDRESS: 30 Grove Park Avenue Borden Sittingbourne Kent ME10

(c) APPLICATION REF: 20/505739/FULL

PROPOSAL: Change of use of premises to use as office (Use Class E(g)(i)) and an eye clinic (E) (e)).

ADDRESS: Denne Court Hengist Field Pond Farm Road Borden Kent ME9 8LT

(d) APPLICATION REF: 20/505732/FULL

PROPOSAL: Erection of 2000mm boundary fence 1500mm from highway. (Resubmission of 20/503102/FULL)

ADDRESS: 66 Maylam Gardens Borden Sittingbourne Kent ME10 1GB

(e) APPLICATION REF: 20/504992/FULL

PROPOSAL: Creation of new access with crossover and dropped kerb

ADDRESS: 3 & 4 Woodgate Close Borden Kent ME9 7QG

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 21st JANUARY 2021 7pm

Appendix 1

ACCOUNTS FOR PAYMENT

	Invoice Date	Invoice Number	Services Provided	Gross	Net	VAT
Ms J Miller			Clerk expenses Dec	£ 90.20	n/a	n/a
Ms J Miller			Clerk costs Dec	£ 592.48	n/a	n/a
HMRC			PAYE costs Dec	£ 149.37	n/a	n/a
Fryer Cleaning & Maint	30/11/2020	10335	Maintenance of memorial & centenary gardens	£ 460.80	£ 384.00	£ 76.80
Streetlights	03/11/2020	11793	Maidstone Road Lamp repair	£ 390.00	£ 325.00	£ 65.00
Kings Commercial	01/12/2020	482	Clean of toilet	£ 173.33	n/a	n/a
John England			Playstool Inspections	£ 40.00		
PKF Littlejohn	28/11/2020	SB20203827	Annual external audit	£ 360.00	£ 300.00	£ 60.00
Sittingbourne Christmas Lights			Donation	£ 250.00		
Richard Wilson Electrical	21/11/2020	20/1176	Christmas Tree	£ 1,332.00	£ 1,110.00	£ 222.00
Richard Wilson Electrical	26/11/2020	20/1179	Pavilion	£ 1,836.00	£ 1,530.00	£ 306.00
Swale Borough Council	01/12/2020	722023201X	Printing of Broadside	£ 186.00	£ -	£ -
Steve Wakelin	21/11/2020	83A	Playstool sanitising Sept – Oct	£ 810.00	£ 810.00	£ -
Steve Wakelin	21/11/2020	5	Playstool sanitising Oct -Nov	£ 720.00	£ 720.00	

Appendix 2

MATTERS FOR INFORMATION

- 11/11/2020 KALC AGM November 2020
- 11/11/2020 KCC Highways seminar
- 11/11/2020 Notes on Neighbourhood Planning
- 14/11/2020 Connecting with the countryside during lockdown
- 14/11/2020 Weekly Programmed works M20
- 14/11/2020 Chief Executives Bulletin
- 14/11/2020 KCF Social Isolation Campaign
- 17/11/2020 The rural bulletin
- 23/11/2020 Weekly programmed works M20
- 23/11/2020 Chief Executive's bulletin
- 23/11/2020 KALC Ceo Bulletin
- 23/11/2020 Rebuilding communities
- 23/11/2020 Updated Government Guidance for playgrounds
- 23/11/2020 KCC Member environment briefing
- 23/11/2020 Flood warden training
- 23/11/2020 KCC Safeguarding SPD
- 23/11/2020 Parish Seminar Autumn 2020

23/11/2020 KALC Community Awards
23/11/2020 Additional papers KALC AGM
24/11/2020 The Rural Bulletin
24/11/2020 Local Government Bulletin 23rd Nov
24/11/2020 KALC webinar
24/11/2020 NALC Chief Executives Bulletin
24/11/2020 Webinar on Wednesday – Brexit
24/11/2020 Important message from Roger Truelove
25/11/2020 Western Area Committee
30/11/2020 KRF press release
30/11/2020 Webinar – are your goods ready for EU export
30/11/2020 Covid 19 very high tier
30/11/2020 NALC online events
30/11/2020 Chief executives bulletin
30/11/2020 Weekly programmed updates M20
30/11/2020 COVID 19 update
30/11/2020 Tier 3 announcements
01/12/2020 Annual policing survey
01/12/2020 The rural bulletin
01/12/2020 KCC prospective councillor event
01/12/2020 Updated guidance for council buildings
01/12/2020 Disabled Bay consultations
01/12/2020 National CSSC Green message
01/12/2020 Community energy events
02/12/2020 Annual policing survey
02/12/2020 RSN Rural Digest
06/12/2020 Chief executives bulletin
06/12/2020 COVID 19 update
06/12/2020 Local Government Bulletin 02/12
06/12/2020 KALC news November
06/12/2020 Moveable barrier M20