

BORDEN PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
Held on Thursday 21st March 2019

Present:

Cllr J Bolas (Chairman); Cllr C Masters; Cllr M Baldock; Cllr J Evans; Cllr E Harrison; Cllr J Hepburn; Cllr J Emery; Cllr K Lainton; Cllr Sims (Vice-Chair) Cllr S Smith; J Miller (Interim Clerk)

Also in attendance: Swale Borough Councillor Nicholas Hampshire and PCSO Cork.

1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies were received from Cllr Downes, Cllr Millican and Cllr Luxton with reasons given for absence. It was **RESOLVED** that the apologies be accepted.

Apologies were also noted from Cllr Whiting.

The meeting was adjourned to allow the public to address the council.

2. PUBLIC TIME

a) Parishioners

b) County/Borough Councillors

Cllr Hampshire reported that Swale Borough Council will be inviting the parish council to consult on the s106 agreement for the new development. Cllr Hampshire thanked the parish council for removing the fly tipping and noted that the borough council will be pursuing a case against the offender. The parish council was also thanked for taking part in the litter pick.

Cllr Hampshire reported that there is an existing commitment to replace the bus shelters at Key Street from Highways England which could be an opportunity for the parish council to reclaim any costs.

Cllr Hampshire reported that two households have been in touch about the proposals for parking restrictions at Barn Close and that this may not be extensive enough to address the problem of inconsiderate parking.

c) Police/PCSO

PCSO Cork gave reasons why he is not able to attend all parish meetings and apologised for not attending recently. PCSO Cork reported that there has been some vehicle crime in Chestnut Street, fly tipping and the hinges were taken from the school gate. PCSO Cork has been patrolling the nature reserve during day shifts and has not come across any issues. It was noted that three more PCSOs are being trained to join the team.

The PCSO requested an email to be sent the week before a meeting to remind him when the meeting is so that he can either send apologies or send a report.

An abandoned vehicle in Danaway was reported to the PCSO to investigate.

The meeting was reconvened at 19:36pm

Item 6 (a) was brought forward.

3. MATTERS ARISING FROM THE LAST MEETING

- a. To note response from Kent Police regarding lack of PCSO attendance at meetings.
It was noted that incidents continue to be reported to 101 and information passed onto the PCSO by email.
It was agreed that attendance at one in three parish meetings attended by PCSO Cork would be acceptable.
It was **RESOLVED** to move the PCSO section of the agenda as the first matter of public time business.

4. MINUTES OF THE MONTHLY MEETING HELD ON 21ST FEBRUARY 2019

It was **RESOLVED** that the minutes of the 21st February meeting be accepted as a true and correct record.

5. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr Bolas declared a non-pecuniary interest in the item Wises Lane & Manor Farm Planning.
Cllr Baldock declared a non-pecuniary interest in the item Planning.

6. FINANCE

a) To approve the accounts

It was **RESOLVED** to approve the accounting statements of 28th February 2019.

b) To approve the cheques raised at the meeting

It was **RESOLVED** to approve the accounts for payment as follows:

Invoice Date	Payee	Description	Gross Amount	Net Amount	VAT	Cheque Number
09/03/2019	Ms J Miller	Interim Clerk invoice	£ 611.58	£ 611.58	£ -	102803
28/02/2019	Fryer Cleaning & Maintenance	Maintenance of memorial & centenary gardens	£ 386.40	£ 322.00	£ 64.40	102804
28/02/2019	Four Jays	Toilet Servicing	£ 64.80	£ 54.00	£ 10.80	102805
06/03/2019	Ms J Miller	Flytipping reimbursement - deposit	£ 450.00			102806
06/03/2019	Clearway	Flytipping balance of payment	£ 474.00	£ 770.00	£ 154.00	102807
03/03/2019	John England	Playstool inspections	£ 40.00	£ 40.00		102808
27/02/2019	Metric Scaffolding	Christmas Lights	£ 400.80	£ 334.00	£ 66.80	102809
11/03/2019	Steve Wakeling	Landscape Maintenance	£ 431.62	£ 431.62	£ -	102810

7. WISES LANE & MANOR FARM PLANNING APPLICATIONS

a. To report decision to defer SBC planning meeting 7th March 2019

Cllr Baldock noted that borough ward councillors had argued that there had been no community involved in the s106 agreements and the meeting had been deferred until this consultation takes place.

It was noted that the consultation for the application has been extended until 4th April due to an administrative error at Swale Borough Council.

Cllr Sims took the chair for this item.

- b. To note complaint sent to Local Government Ombudsman – noted.
- c. To consider questions to be asked of legal representatives who may be appointed to advise and act on behalf of Borden Parish Council (Annex A)
A report was circulated prior to the meeting and it was **RESOLVED** to send the legal challenge questions to CPRE and the KALC legal adviser for preliminary advice. It was **RESOLVED** that if CPRE require a consultation Cllr Sims and Cllr Baldock will attend the meeting.
It was noted that CERDA have not yet provided the recommended advisers for consideration by the parish council. Three estimates from three different legal advisers will be provided to the next meeting, it was agreed that this could include the BRAD adviser.
- d. To receive update on investigations into legal representation – an update was noted.

Cllr Bolas took the chair

- e. To consider strategy for s106 discussions
After much discussion it was agreed that s106 discussions shall not preclude the pursuance of a judicial review
It was **RESOLVED** to adopt an open and constructive approach to s106 discussions.
It was **RESOLVED** for the Clerk to contact the planning officer to obtain details of the areas that the parish council could request funding under the s106 discussion. It was agreed that the Clerk circulate the link to the current s106 proposals to the council.
It was **RESOLVED** to seek a formal invitation from SBC to meet to discuss the s106 proposals.
It was **RESOLVED** that parish councillors will submit ideas to the clerk to consideration at the next meeting.

8. OPEN SPACES

- a. To consider Playstool refurbishments (Annex B)
A report was circulated prior to the meeting.
It was **RESOLVED** to proceed with the refurbishment of the outdoor gym equipment.
It was **RESOLVED** to proceed with the playground repairs with Playdale.
It was **RESOLVED** to retain the Rocker Bird.
It was **RESOLVED** to proceed with DCM surfaces to replace the wetpour
It was **RESOLVED** to not proceed with the sports wall and monitor the goalposts for the future.
- b. To receive update on toilet contractor
It was **RESOLVED** for the clerk to obtain quotes for a suitable surface to allow the contractor vehicle to access the toilet at the Playstool. It was noted that the clerk will contact the toilet contractor to confirm it will be possible to access using the proposed new surface.

The clerk will also send a complaint about the cleaning of the toilet and advise that it will be taken out of service if it is proved to be a risk.

9. BORDEN NATURE RESERVE

- a. To receive report on site visit and agree actions (Annex C)
The clerk was asked to chase Nick Gill for a formal response on Cllr Baldock's request for the inclusion of the land adjacent to the nature reserve within the lease.
It was **RESOLVED** to proceed with s106 discussions with KCC and to ensure that all decisions are put before the parish council before they are submitted to Swale Borough Council.
It was **RESOLVED** that the parish council will install a bin at the gate as recommended by KCC. It was delegated to the clerk to arrange installation and include in the borough council rounds.
- b. To receive update on flytipping – an update was noted.
- c. To discuss responsibility and future procedure for removal of flytipping

It was agreed to circulate the lease to councillors for review.
 It was noted that this flytipping incident had brought to the council's attention the need to report fly-tipping to Swale Borough Council as soon as possible for investigation to maintain the integrity of evidence and provide witnesses. It was also noted that incidents shall be publicised in Broadside and on website to raise awareness. It was noted that the powers exist within the financial regulations for the clerk to arrange emergency removal so as not to delay such matters.

10. HIGHWAYS

- a. To consider quote for bus shelter at Key Street
 It was **RESOLVED** to proceed with the bus shelter at Key Street.
- b. To receive update on streetlighting report (Annex D)
 It was **RESOLVED** to adopt the unadopted streetlights within the parish
 It was **RESOLVED** to replace two lamps in Danaway
 It was **RESOLVED** to proceed with the streetlighting maintenance service plan with Streetlighting.co.uk at £1152.00+VAT

It was **RESOLVED** to register an interest with KCC that the footpath ZR149 remain lit.

- c. To note parking restriction consultation at Barn Close ends on 31st March 2019 – noted.

11. GENERAL DATA PROTECTION REGULATIONS

- a. To receive update on new website – it was noted that Cllr Hepburn and the clerk were working on a draft site to present to councillors at the next meeting.
- b. To note communications policy under investigation

12. EXTERNAL MEETINGS

- a. Elections meeting – Swale Borough Council 27/02/2019 Clerk

13. CORRESPONDENCE

- a. Email from contractors at Danaway 01/03/2019
 Cllr Masters had reported that he had addressed issues with contractor heavy good vehicles ignoring the weight restrictions in Danaway.

The suspected sink hole in the village hall car park was discussed and it was noted that this is being left to settle before further investigations are made.

Cllr Masters left the meeting at 21:45pm
Cllr Baldock left the meeting at 21:52pm

14. PLANNING APPLICATIONS

Application: 19/500589/FULL	Officer: Andrew Spiers
Grid: 586063/162811	Ward: Borden And Grove Park
	Parish: Borden
Address: Land Adjacent To Ambleside Maidstone Road Borden Sittingbourne Kent	
Proposal: Erection of a three bedroom chalet bungalow with integral garage.	
It was RESOLVED to object	
Application: 19/500894/FULL	Officer: Kelly Sharp
Grid: 588658/164066	Ward: Borden And Grove Park
	Parish: Borden
Address: 33 Grove Park Avenue Borden Sittingbourne Kent ME10 1YH	
Proposal: Conversion of existing garage and part first floor, part two storey side extension.	

It was **RESOLVED** no comment.

Cllr Baldock re-entered the meeting at 21.57pm

15. REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES

a. Finance

It was noted that a finance committee meeting would be held prior to the year end.

b. KALC

It was **RESOLVED** to write to Mark Radford and the leader of Swale Borough Council to object to the proposed charges for paper planning applications.

c. Borden Sport Association

There was nothing further to report.

d. Borden Parish Hall

It was noted that a bollard had been damaged and will be repaired.

e. Heritage

A report was circulated prior to the meeting.

16. ITEMS FOR INFORMATION ONLY

1. Matters for information circulated to councillors (Appendix 2)
2. Reports to be noted (Appendix 3)
3. To receive any reports from councillors

Cllr Sims reported that a member of the public had been hit in the face during the hedge cutting on Wises Lane and KCC had left the remains on the public highway for which there were concerns that this will affect the drainage. Concerns were also raised that under the Hedgerows Regulations 1997 cutting should not take place between March and September due to nesting birds. It was asked that the clerk write to KCC to complain.

Cllr Sims asked when the council can begin recruiting for a new clerk. It was noted that this will be reviewed after the elections.

17. NEXT MEETING TO BE HELD on Thursday 18th April at 7pm

The meeting closed at 22:00pm

Signed.....

Date.....