

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 21st January 2021
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

14th January 2021

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY 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 17th DECEMBER 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

(Appendix 1)

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

6. ACTIONS TAKEN IN RESPONSE TO COVID-19

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

7. GOVERNANCE AND ADMINISTRATION

- a. To receive quotes for hall alarm system and consider recommendation
- b. To consider village hall 5 year plan and window quotations
- c. To storage at the parish hall – Cllr Sims
- d. To note correspondence from government advising requirement that .gov.uk website is administered with .gov.uk email address and to note Microsoft email account being organised.
- e. To consider Facebook presence – Cllr Fassenfelt

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 terms of reference for Playstool working group – Cllr Emery/Clerk
(Attachment E)
- b. To review Playstool COVID19 risk assessment
(Attachment F)

- c. To receive update on information boards – Cllr Sims
- d. To note playground inspector shielding and to consider future inspection regime
- e. To consider permanent sign for toilet use

10. BORDEN NATURE RESERVE

- a. To note update on fly-tipping prosecution.
- b. To receive update on Nature Reserve management working group.

11. HIGHWAYS

- a. To note response from KCC on white post gate refurbishments and that these items have been added to the Highways Improvement Plan. *(Attachment G)*
- b. To receive update on Highways issues reported – Cllr Fassenfelt
- c. To receive update on renewing of white lines, Wises Lane and Pond Farm Road – Cllr Fassenfelt
- d. To receive update Highways project.
- e. To receive update on the use of Maidstone Road as a diversion for the A249.
- f. To consider response to KCC Key Street A249 improvements consultation submitted and press release prepared *(Attachment H)*

12. EXTERNAL MEETINGS

a. Meetings attended

14/01/2020 Cllr Fassenfelt; Clerk; KCC; PJA Associates – Highways meeting
(CANCELLED BY KCC)

b. Future meetings

13. CONSULTATIONS

- a. Swale Borough Council – Brown Signs
- b. KCC Climate Change Survey – to note response submitted.

14. CORRESPONDENCE

17/12/2020 – Email from resident concerning planning application, Borden Hall Cottages
19/12/2020 – Email from resident concerning waste Chestnut Wood Lane
04/01/2021 – Thank you email from resident for support with bench at Heart's Delight.
04/01/2021 – Invite to join Rural Market Town Group

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

(a) APPLICATION REF: 20/505427/OUT

PROPOSAL: Outline planning application for the erection of 6no. dwellings with associated parking provision, utilising existing highways access with pedestrian access, landscaping and other ancillary works. (Access being sought)

ADDRESS: Land at Pond Farm Road, Borden, Kent ME9 8LL

(b) APPLICATION REF: 20/505852/FULL

PROPOSAL: Removal of a hedge and erection of a fence (Retrospective).

ADDRESS: 2 Borden Hall Cottages School Lane, Borden Kent ME9 8JS

(c) APPLICATION REF: 20/506052/FULL

PROPOSAL: Demolition of garage and home office and erection of a single storey side and rear extension.

ADDRESS: 6 Coppins Lane Borden Sittingbourne Kent ME9 8JG

(d) APPLICATION REF: 20/505732/FULL

PROPOSAL: Erection of 1840mm boundary fence 1500mm from highway. (Resubmission of 20/503102/FULL)

ADDRESS: 66 Maylam Gardens Sittingbourne Kent ME10 1GB

(e) APPLICATION REF: 20/506008/FULL

PROPOSAL: Proposed single storey rear extension.

16. REPORTS AND MINUTES FROM COMMITTEES AND REPRESENTATIVES

- a. Speedwatch – Cllr Downes
- b. Kent Association of Local Councils – Cllr Sims
- c. KALC Swale area committee – Cllr Baldock
- d. Borden Sports Association – Cllr Sims
- e. Heritage – Cllr Harrison
- f. 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 18th FEBRUARY 2021 7pm

Appendix 1

ACCOUNTS FOR PAYMENT

Jan-21	Invoice Date	Invoice Number	Services Provided	Gross	Net	VAT
Ms J Miller			Clerk expenses Jan	£ 592.28	n/a	n/a
Ms J Miller			Clerk costs Jan	£ 100.20	n/a	n/a
HMRC			PAYE costs Jan	£ 149.37	n/a	n/a
Fryer Cleaning & Maint	30/11/2020	10335	Maintenance of memorial & centenary gardens	£ 460.80	£ 384.00	£ 76.80
Kings Commercial	01/01/2021	492	Clean of toilet	£ 173.33	n/a	n/a
Beverly Ward	07/01/2021	5	Design invoice for heritage board	£ 200.00	n/a	n/a
Beverly	07/01/2021	4	Design invoice for PC board	£ 150.00	n/a	n/a
Fitzpatrick Woolmer	15/12/2020	CW14947/1	Board for Playstool (PC)	£ 1,838.40	£ 1,532.00	£ 306.40
Fitzpatrick Woolmer		CW15022/1	Board for Heritage group (S137)	£ 899.40	£ 749.50	£ 149.90
Steve Wakelin	13/12/2020	14	Playarea sanitising	£ 660.00		
Steve Wakelin	13/12/2020	11	Final payment contract	£ 453.20		

Appendix 2

MATTERS FOR INFORMATION

08/12/2020 NALC online events
08/12/2020 Christmas Card from Swale
08/12/2020 K Cas Ransomware
08/12/2020 COVID updates
08/12/2020 Rural Bulletin
08/12/2020 KCC Safeguarding supplementary planning document
08/12/2020 EU webinar
08/12/2020 NALC chief executives bulletin
08/12/2020 NALC breaking news
08/12/2020 KCC media release cold weather warning
14/12/2020 Weekly M20 updates
14/12/2020 SAC minutes
14/12/2020 Brexit webinar
15/12/2020 Width restriction KCC
16/12/2020 Ryan Sheil's presentation to SAC

17/12/2020 Seasons greetings from KALC
17/12/2020 Rural Bulletin
17/12/2020 NALC Chief Executive's bulletin
17/12/2020 NALC coronavirus update
17/12/2020 KALC upcoming events
17/12/2020 COVID support packages
17/12/2020 Kent prepared newsletter – Brexit
17/12/2020 NALC coronavirus update
17/12/2020 Climate adaption survey
17/12/2020 Defibrillators and equipment
19/12/2020 M20 moveable barrier
19/12/2020 NALC chief executive's bulletin
21/12/2020 Heavy rain warning
23/12/2020 Temporary HGV restriction A249, A299, A256
23/12/2020 Covid updates
23/12/2020 The rural bulletin
23/12/2020 KALC news December
23/12/2020 Highways England updates M20 j3 -5
23/12/2020 KALC CEO bulletin December
04/01/2021 Operation Fennel briefing
04/01/2021 Press release – Statistics released following cross-channel disruption
04/01/2021 Temporary HGV restriction A249, A299, A256
04/01/2021 Kent Police Rural Task Force Report
08/01/2021 RSN Rural Funding Digest
08/01/2021 Mike Whiting Report
08/01/2021 Update from .gov.uk COVID 19
08/01/2021 The Rural Bulletin
08/01/2021 COVID 19 and the EU transition process
08/01/2021 Request for items for JTB Swale
08/01/2021 Local Government Bulletin
08/01/2021 Vaccine update
08/01/2021 M20 works bulletin
09/01/2021 Star count
09/01/2021 NALC chief executive bulletin
09/01/2021 KALC training events
09/01/2021 Coronavirus scam warnings
09/01/2021 Local government bulletin