

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 April 2021
Via Video Conferencing at 7pm

Please see www.bordenparishcouncil.gov.uk for Zoom log in details.

Julie Miller

Julie Miller, Parish Clerk

clerk@bordenparishcouncil.gov.uk

7th April 2021

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 18TH MARCH 2021

(Attachment A)

6. FINANCE

a. To approve accounting statements March 2021

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.

c. To consider budget virements 2021-22

i. Reduce the Parish Hall fund from £19,900 to £9,720 {£10,180}

Reduced the Pavilion 5yr Plan from £19,000 to £11,025 {£7,975}

= £18,155.

Total Earmarked Reserves are now £127,675 which is equal to the bank balance at the 31st March.

ii. Increase VAT Refund from £5,500 to £8,500 {£3,000}

Reduce sanitizing from £9,025 to £1,800 {£7,225} = £10,225

Other Expenses - Contingencies" add £10,225

£225 I have added into "Other Expenses - Contingencies – roll over of unspent Highways Improvement Plan invoice.

7. ACTIONS TAKEN IN RESPONSE TO COVID-19

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

8. GOVERNANCE AND ADMINISTRATION

- a. To consider applicant for councillor role.
- b. To consider moving Annual General Meeting forward to 6th May to permit remote attendance and to consider future face to face meetings.
- c. To consider Annual Parish Meeting date.

- d. To consider annual KALC subscription.
- e. To note pre-application planning advice for parish storage at the pavilion and Lawful Development Certificate application submitted.
- f. To note further update from KCC on costs for electric charging points at Parish Hall.

9. PLANNING MATTERS

- a. To receive update on Wises Lane planning appeal.
- b. To approve Local Plan response. *(Attachment C)*
- c. To receive update on Neighbourhood Plan Steering Group – Cllr Butlin.

10. OPEN SPACES

- a. To receive update on Playstool working group – Cllr Emery.
- b. To review Playstool COVID19 risk assessment. *(Attachment D)*
- c. To consider request from resident to address puddling at Playstool gate.
- d. To receive update on information boards – Cllr Sims.
- e. To note update on installation of Ticspac dispenser.

11. BORDEN NATURE RESERVE

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

12. HIGHWAYS

- a. To receive update on Highways issues reported – Cllr Fassenfelt.
- b. To receive update Highways Improvement project.
- c. To receive update on the use of Maidstone Road as a diversion for the A249.
- d. KCC Key Street A249 Improvements.
 - i. To note no further response from MP Gordon Henderson
 - ii. To note no response to KCC complaint ref 19850025 despite two reminders.

13. EXTERNAL MEETINGS

a. Meetings attended

Local Plan briefings 25/03 and 30/03 – Cllrs Butlin and Sims

14. CONSULTATIONS

There are none.

15. CORRESPONDENCE

- a. To consider request for Citizens Advice funding

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

(a) To consider planning applications for comment

APPLICATION REF: 21/501143/FULL

PROPOSAL: Section 73 - Application for Minor Material Amendment to approved plans condition 2 (addition of dormer windows to units 2 and 3) pursuant to 20/500367/FULL for - Demolition of existing storage buildings and erection of 1 no. two bed and 3 no. one bed dwelling units with associated parking turning and amenity space.

(b) Lawful Development Certificates for noting

APPLICATION REF: 21/501544/LAWPRO Address: 211 Borden Lane Borden Sittingbourne Kent ME9 8HR

PROPOSAL: Lawful Development Certificate for proposed erection of single storey rear extension. Applicant: Mr M. Webb Contact Address: C/O Kent Design Partnership FAO: James Batson Grove Dairy Farm Bobbing Hill Bobbing Sittingbourne Kent.

18. ITEMS FOR INFORMATION ONLY

- a. Matters for information circulated to councillors (Appendix 2)
- b. To receive any reports from councillors

19. NEXT MEETING DATE – to be agreed at this meeting.

Appendix 1 ACCOUNTS FOR PAYMENT

Borden Parish Council

Payment Schedule

Month April 2021

Payee	Inv Date	Inv No	Goods & Services	Gross	VAT	Net
Ms Miller	31-03-21		Clerk Wages Apr21	£698.27		£698.27
Ms Miller	31-03-21		Clerk Expenses Apr21	£71.80		£71.80
HMRC	31-03-21		PAYE Apr21	£208.48		£208.48
Fryer Cleaning & Maintenance	31-03-21	10884	Maintenance of Memorial & Centenary Gardens	£460.80	£76.80	£384.00
Kings Commercial	01-04-21	518	Toilet Cleaning	£173.33		£173.33
Steve Wakeling	11-03-21	31	Sanitisation of Playstool Equipment - Sep & Oct	£1,080.00		£1,080.00
Steve Wakeling	29-03-21	34	Ground Maintenance Contract	£475.86		£475.86
Waveney IT	01-04-21	1175	Exchange Email - Mthly Chg	£5.99	£1.00	£4.99
John England	04-04-21		Playstool Inspections x 5wks	£50.00		£50.00
Jonathan Butcher	05-04-21	10583	Pavilion Water Leaks	£218.40	£36.40	£182.00
Jonathan Butcher	05-04-21	10584	Pavilion Water Controls	£370.80	£61.80	£309.00
Omiga Fire & Security Ltd	23-03-21	22614	BPH Alarm Tags	£72.00	£12.00	£60.00
Total Payment by Bank Transfer				£4,860.27	£350.42	£4,509.85
Direct Debits	Pay't Date					
EDF	01-04-21		Power Supply Pillar in Centenary Gardens	£7.00	£0.33	£6.67
E-on	16-04-21		Streetlight Electricity Supply	£66.13	£3.15	£62.98
Lloyds Bank Credit Card - analysis below				£183.00	£30.00	£153.00
Lloyds Monthly Chg	31-03-21		Mthly Serv Chg Fee	£3.00		£3.00
Euroloo	01-03-21	173492	Toilet Servicing	£180.00	£30.00	£150.00
Meno			Total Payments	£5,116.40		
Meno			UTB Account Bal at 1st Apr	£2,856.20	-£2,260.20	
UTB Transfer between Deposit & Current Accounts			From Deposit & Current Accounts	£5,000.00		
Authorised By						
Date						
Authorised By						
Date						

Appendix 2 MATTERS FOR INFORMATION

08/03/2021 New learning opportunity from KALC

08/03/2021 Crowdfund Kent launch
08/03/2021 NALC Chief Executive's bulletin
17/03/2021 Local Government Bulletin
17/03/2021 Learning and Development Opportunities from KALC
17/03/2021 NALC chief executive bulletin
17/03/2021 KCC Member environment briefing
17/03/2021 Local Government Bulletin
17/03/2021 Local Government Bulletin
17/03/2021 KALC New events
17/03/2021 NALC Online Events
17/03/2021 The Rural Bulletin
17/03/2021 SBC Disabled Bay Installs
17/03/2021 Rural Market Town Group
17/03/2021 Chief Executives Bulletin
17/03/2021 Census pack
17/03/2021 Crowdfund Kent
18/03/2021 ACRE Village Halls Domesday Book
22/03/2021 SAC minutes
22/03/2021 FCC Communities Funding Grants
22/03/2021 NALC Chief Executives bulletin
22/03/2021 Simpsons Crossing from Cllr Whiting
22/03/2021 Highways forward works programme
23/03/2021 Invitation to Rural/Marketing Town Group
26/03/2021 KALC CEO Bulletin
26/03/2021 KALC learning opportunity
26/03/2021 Local Government Bulletin
26/03/2021 National free webinar crisis communications
26/03/2021 Kent Prepared newsletter
26/03/2021 Local Government Bulletin
26/03/2021 Local Government Bulletin
26/03/2021 Help improve services for people with Long Covid
26/03/2021 Government's welcome back fund
26/03/2021 Chief Executives Bulletin
26/03/2021 ELF news
30/03/2021 Local Government Bulletin
30/03/2021 Local Government Bulletin
30/03/2021 NALC chief executive's bulletin
30/03/2021 NALC online events
31/03/2021 Local Government Bulletin
31/03/2021 NALC online events
31/03/2021 Rural bulletin
03/04/2021 ECO Green Communities
03/04/2021 NALC chief executive's bulletin.
03/04/2021 KALC News March
03/04/2021 KALC launches second planning conference
03/04/2021 KALC stop press events
03/04/2021 Practitioners Guide