

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 18th February 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

11th February 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 21ST JANUARY 2021

(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 consider formally announcing council vacancy following the passing of Cllr Lainton.
- b. To consider request from Cllr Whiting to append his monthly report to the minutes on the parish council website
- c. To receive update on planning permission for parish storage – 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 social media presence *(Attachment C)*
(see also correspondence 14b)
- f. To consider joining the Rural Market Town Group
- g. To note survey carried out by KCC for electric charging points at Parish Hall

8. PLANNING MATTERS

- a. To receive update on Wisers Lane planning appeal.
- b. To receive update on Neighbourhood Plan Steering Group – Cllr Butlin

- c. To consider Neighbourhood Plan Steering Group Terms of Reference– Cllr Butlin

9. OPEN SPACES

- a. To consider terms of reference for Playstool working group – Cllr Emery
(Attachment D)
- b. To review Playstool COVID19 risk assessment
(Attachment E)
- c. To consider reports of mud at foot of slide at Playstool – Cllr Emery
- d. To receive update on information boards – Cllr Sims
- e. To receive update on Playstool steps work
- f. To note delivery of Ticspac dispenser

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 Ryan Sheils concerning challenge to white posts advice.
- b. To note flooding issues from Wises Lane to Sports Pavilion being addressed by KCC.
- c. To receive update on Highways issues reported – Cllr Fassenfelt
- d. To receive update Highways project.
- e. To receive update on the use of Maidstone Road as a diversion for the A249.
(See also correspondence 14a)
- f. KCC Key Street A249 Improvements
 - i. To note parish council;s response to KCC Key Street A249 improvements and press coverage.
 - ii. To note response from MP Gordon Henderson
 - iii. To note no response from Simon Jones, KCC

12. EXTERNAL MEETINGS

a. Meetings attended

12/02/2021 Cllr Whiting/HIP meeting

b. Future meetings

KCC Vision Zero Workshops – Cllrs Bolas; Butlin; Fassenfelt; Sims

13. CONSULTATIONS

- a. Vision Zero – KCC consultation
- b. Swale Borough Council The Local Plan Review 2021 (Reg 18)

14. CORRESPONDENCE

- a. 15/01/2021 Email from resident concerning A249 diversion route, Chestnut Street
- b. 03/02/2021 Email from Village Facebook group administrator concerning parish council considering setting up Facebook page

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

(a) Conservation Area Notification

12/500085/TCA

To trim back all overhanging branches from trees and bushes (Hollys, Copper Beech, Brambles and Laurel to boundary line on annual basis and reduce holly trees to approx. 12 ft due to overshadowing

Applicant – Mr Michael Farrow, Contact Address - 160 Borden Lane, Borden

Proposal Address Harmans Corner, The Street, Borden

(b) To consider reporting future planning decisions on the agenda – Cllr Jemmett

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 MARCH 7pm**Appendix 1****ACCOUNTS FOR PAYMENT**

Payee	Inv Date	Inv Number	Goods & Services	Gross	VAT	Net
Ms Miller	28/02/2021		Clerk Wages February 2021	592.48		592.48
Ms Miller	28/02/2021		Clerk Expenses February 2021	71.80		71.80
HMRC	28/02/2021		PAYE February 2021	149.17		149.17
Fryer Cleaning & Maintenance	31/01/2021	10599	Maintenance of Memorial & Centenary Gardens	386.40	64.40	322.00
Kings Commercial	01/02/2021	499	Toilet Cleaning	173.33		173.33
Steve Wakekin			Sanitisation of Playstool Equipment - Sep & Oct			0.00
Steve Wakekin			Ground Maintenance Contract			0.00
Windsor Fitted Furniture Ltd	25/01/2021	963	Kitchen - Pavilion	4,449.00	741.50	3,707.50
Waveney IT	01/03/2021	1110	BPC Email Account & Domain	71.86	12.00	59.86
Kent Trade Frames Ltd	01/02/2021	21202	BPH Replacement Windows & Doors	2,760.00	460.00	2,300.00
Treecraft	20/01/2021	2101208	Tree Surgery @ Playstool	1,140.00		1,140.00

9,794.04	1,277.90	8,516.14
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Direct Debits**Pay't Date**

EDF			Power Supply Pillar in Centenary Gardens	7.00	0.33	6.67
E-on			Streetlight Electricity Supply	64.00	3.05	60.95

Lloyds Bank Credit Card - analysis below	
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370.00	0.00	370.00
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Lloyds Monthly Chg			Mthly Serv Chg Fee	3.00		3.00
Euroloo	04/01/2021		Toilet Servicing	180.00		180.00
Euroloo	01/02/2021		Toilet Servicing	144.00		144.00
Interflora	06/01/2021		Flower Keith Lainton Funeral	43.00		43.00

Appendix 2

MATTERS FOR INFORMATION

12/01/2021 Open letter to all councillors
 12/01/2021 The Rural Bulletin
 15/01/2021 NALC Coronavirus Updates
 15/01/2021 Local Government Bulletin 14 January
 15/01/2021 M20 works bulletin
 18/01/2021 LCR Magazine
 18/01/2021 Climate and Ecological Emergency
 18/01/2021 Chief Executives Bulletin
 22/01/2021 A249 Key Street and Grovehurst Road consultation
 22/01/2021 KALC CEO Bulletin
 22/01/2021 KCC Member briefing – Environment update
 26/01/2021 Chief Executives bulletin
 26/01/2021 KCC trading standards alert
 26/01/2021 Local Government Bulletin
 26/01/2021 NALC online events
 26/01/2021 Keep staff and customers safe
 27/01/2021 Vision Zero workshops
 28/01/2021 Local Government Bulletin
 28/01/2021 Consultation notifications to members
 28/01/2021 KALC introduction to chairmanship
 28/01/2021 New companies registering in Kent
 01/02/2021 Chief Executives Bulletin
 01/02/2021 M20 Works Bulletin
 01/02/2021 S137 limit for 2021/22
 01/02/2021 Local Government Bulletin 28th January
 01/02/2021 KALC Community Awards
 01/02/2021 COVID report /NHS report
 01/02/2021 Statement TRO update
 01/02/2021 NALC Chief Executive's bulletin
 01/02/2021 NALC Coronavirus Update
 01/02/2021 Local Government Bulletin
 01/02/2021 NALC Consultation briefing DPC1-21 MHCLG consultation
 02/02/2021 The rural bulletin
 02/02/2021 NALC Online Events
 02/02/2021 KALC event – introduction to planning
 03/02/2021 KALC news January
 05/02/2021 Local Government Bulletin
 05/02/2021 RSN Rural Funding Digest
 08/02/2021 Swale Borough Council new event – Reg 18
 08/02/2021 NALC chief executives bulletin
 08/02/2021 Vision Zero The Road Safety Strategy
 08/02/2021 Local Government Bulletin
 08/02/2021 National CSSC Green Message
 08/02/2021 Domestic abuse posters

