

# **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 18<sup>th</sup> March 2021  
Via Video Conferencing at 7pm**

Please see [www.bordenparishcouncil.gov.uk](http://www.bordenparishcouncil.gov.uk) for Zoom log in details.

*Julie Miller*

Julie Miller, Parish Clerk

[clerk.bordenpc@gmail.com](mailto:clerk.bordenpc@gmail.com)

11<sup>th</sup> March 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 18<sup>th</sup> FEBRUARY 2021**

*(Attachment A)*

### **6. FINANCE**

- a. **To receive budget update from RFO (including 5 year plan spending)**
- b. **To approve accounting statements 2020**

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

*(Attachment B)*

- c. **To approve the accounts for payment**

*(Appendix 1)*

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

### **7. ACTIONS TAKEN IN RESPONSE TO COVID-19**

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

### **8. GOVERNANCE AND ADMINISTRATION**

- a. To consider co-option process.
- b. To note planning permission for parish storage with Swale Borough Council for consideration.
- c. To consider social media policy *(Attachment C)*
- d. To note update from KCC on costs for electric charging points at Parish Hall £12,635.

### **9. PLANNING MATTERS**

- a. To receive update on Wises Lane planning appeal.
- b. To note Swale Borough Council investigating weekly decision lists.
- 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 quote for wetpour around slide at £3950 or rubber mulch wear pad at £750

- d. To receive update on information boards – Cllr Sims
- e. To receive update on Playstool steps work
- f. To consider installation of Ticspac dispenser

#### **11. BORDEN NATURE RESERVE**

- a. To note update on fly-tipping prosecution and request to attend court if required.
- 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 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 complaint reported to KCC ref 19850025

#### **13. EXTERNAL MEETINGS**

##### **a. Meetings attended**

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

##### **b. Future meetings**

#### **14. CONSULTATIONS**

- a. Vision Zero – KCC consultation
- b. Swale Borough Council The Local Plan Review 2021 (Reg 18)  
To consider councillors feedback to prepare a response.
- c. EPC2-21 Model Design Code

#### **15. CORRESPONDENCE**

- a. Email from resident informing Oad Street streetlamp not working.
- b. Update from resident on Stuart Charlesworth memorial bench
- c. Email from resident that toilet flush was broken (subsequently repaired)

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

##### **(a) To consider planning applications for comment**

##### **i. APPLICATION REF: 21/500968/FULL**

**PROPOSAL:** Part conversion of garage into habitable space, with creation of first floor including 3no. front rooflights and 1no. rear dormer. Erection of single storey rear extension including internal and external alterations.

**ADDRESS:** 2 Homestead View Borden Sittingbourne Kent ME9 8JQ

##### **ii. Application No: 20/506052/FULL**

**ADDRESS:** 6 Coppins Lane Borden Sittingbourne Kent ME9 8JG

**PROPOSAL:** Erection of a single storey rear extension. Amended plans and description

##### **iii. Application: 21/500951/PNQCLA**

**ADDRESS:** Pebble Court Farm Woodgate Lane Borden Kent ME9 7QB

**PROPOSAL:** Prior Notification for change of use of agricultural building to 1no. dwelling and associated operational development. For it's prior approval to: - Transport and Highways impacts of the development - Noise impacts of the development - Contamination risks on the site - Flooding risks on the site - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses) - Design and external appearance impacts on the building, and - Provision of adequate natural light in all habitable rooms of the dwellinghouses.

##### **iv. APPLICATION REF: 21/500998/FULL**

**PROPOSAL:** Erection of a single storey rear extension.

**ADDRESS:** Jaybees Chestnut

**17. 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

**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 – THURSDAY 15<sup>TH</sup> APRIL 7pm****Appendix 1****ACCOUNTS FOR PAYMENT**

Payment Schedule		Month	March 2021			
Payee	Inv Date	Inv No	Goods & Services	Gross	VAT	Net
Ms Miller	31-03-21		Clerk Wages Mar21	£758.02		£758.02
Ms Miller	31-03-21		Clerk Expenses Mar21	£90.70		£90.70
HMRC	31-03-21		PAYE Mar21	£250.49		£250.49
Fryer Cleaning & Maintenance	28-02-21	10731	Maintenance of Memorial & Centenary Gardens	£386.40	£64.40	£322.00
Kings Commercial	01-03-21	511	Toilet Cleaning	£173.33		£173.33
Steve Wakelin	08-02-21	25	Sanitisation of Playstool Equipment - Sep & Oct	£570.00		£570.00
Steve Wakelin	18-02-21	26	Padlock Children Play Area	£35.00		£35.00
Steve Wakelin	08-02-21	24	Gate Closers Children Play Area	£590.00		£590.00
M Belsom & Son Ltd	15-02-21	0198	Handle Rails Centenary Garden Steps	£576.00	£96.00	£480.00
Clearway Env Services Ltd	15-12-20	471882	Removal of Tent & Waste - Nature Reserve	£462.00	£77.00	£385.00
Streetlights	16-02-21	11994	Column 36 Oaf Street	£1,134.00	£189.00	£945.00
Waveney IT	01-03-21	1133	Email Account - Mthly Charge	£5.99	£1.00	£4.99
Omiga Fire & Security Ltd	14-03-21	22500	Fire Alarm Install - BPH	£5,348.40	£891.40	£4,457.00
Omiga Fire & Security Ltd	23-02-21	22466	Intruder Alarm BPH	£2,154.20	£359.03	£1,795.17
PlayFix Ltd	04-03-21	1247 Pro Forma	Play Equip Repairs	£1,860.00	£310.00	£1,550.00

<b>Total Payment by Bank Transfer</b>				£14,394.53	£1,987.83	£12,406.70
<b>Direct Debits</b>	<b>Pay't Date</b>					
EDF	01-03-21		Power Supply Pillar in Centenary Gardens	£7.00	£0.33	£6.67
E-on	01-03-21		Streetlight Electricity Supply	£61.87	£2.95	£58.92
ICO	11-02-21		DGPR Annual Fee	£35.00		£35.00
<b>Lloyds Bank Credit Card - analysis below</b>				£147.00	£24.00	£123.00
Lloyds Monthly Chg			Mthly Serv Chg Fee	£3.00		£3.00
Euroloo	01-02-21	169276	Toilet Servicing	£144.00	£24.00	£120.00
<b>Meno</b>			<b>Total Payments</b>	14,645.40		
UTB Transfer between Deposit & Current Accounts			From Deposit & Current Accounts	£15,000.00	08-03-21	
Meno			UTB Account Bal at 1st Mar	£2,482.46	£2,837.06	

## Appendix 2

### MATTERS FOR INFORMATION

11/02/2021 SAC Agenda 09.03.21  
 11/02/2021 Grant for changing website provider  
 11/02/2021 Local Government Bulletin 11 February  
 16/02/2021 NALC online events  
 16/02/2021 The Rural Bulletin  
 16/02/2021 Local Government Bulletin 15 February  
 18/02/2021 Kent PCC's winter newsletter  
 18/02/2021 Engagement opportunity KCC Adult social care  
 18/02/2021 Swale BC Local Plan Review (Reg 19)  
 19/02/2021 Swale JTB agenda  
 19/02/2021 Chief Executives Bulletin  
 19/02/2021 Local Government Bulletin 19 February  
 23/02/2021 NALC online events  
 23/02/2021 Western area committee agenda 2<sup>nd</sup> March  
 23/02/2021 Fuel and water home advice service  
 23/02/2021 Roadmap for easing restrictions  
 23/02/2021 Kent Wildlife Trust newsletter  
 23/02/2021 KALC Zoom for beginners  
 23/02/2021 NALC chief executive bulletin  
 26/02/2021 Local Government Bulletin 25 February  
 26/02/2021 Revised Closing Date Reg 19  
 26/02/2021 NALC Star Councils award  
 26/02/2021 2021 Census – supporting residents  
 26/02/2021 Operation London Bridge  
 02/03/2021 ACRE Village Halls Doomsday Book  
 02/03/2021 Local Government Bulletin 26 February  
 02/03/2021 Chief Executives Bulletin  
 03/03/2021 RSN Rural Digest  
 03/03/2021 The Rural Bulletin  
 03/03/2021 NALC Coronavirus Update  
 03/03/2021 Vision Zero Delegate Pack  
 03/03/2021 Kent Police Rural Task Force Report  
 04/03/2021 LRA recovery press release