



All members of Borden Parish Council are hereby summoned to attend the Full Council meeting to be held on Thursday, 17th September 2026, at the Pavilion, Wises Lane, which will commence at 7:00 pm.

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk

11th September 2026

AGENDA

87. APOLOGIES FOR ABSENCE

88. DECLARATIONS OF INTERESTS

89. CHAIR'S ANNOUNCEMENTS

90. TO CONSIDER APPLICATIONS FOR CO-OPTION TO FILL VACANCIES ON THE PARISH COUNCIL.

91. TO APPROVE FOR SIGNATURE:

- a. The minutes of the previous month's Parish Council meeting (APPX A).

92. PUBLIC PARTICIPATION SESSION *(The period designated for public participation at a meeting shall not exceed 10 minutes unless directed by the Chair. A member of the public shall not speak for more than 3 minutes. A question shall not require a response at the meeting, nor start a debate on the question. The Chair may direct that a written or oral response be given).*

- a. **Police/PCSO.**
- b. **Parishioners.**
- c. **County/Borough Councillors** *(it would be appreciated if any reports from Borough or County Councillors could be submitted at least 5 days in advance of the meeting)*

93. FINANCE

a. **Bank Reconciliation:**

- i. To approve the reconciliation as of 31st August 2026 (APPX B).
- ii. For a member other than the Chair to be appointed to verify the bank reconciliation as required by Financial Regulation 2.6.

b. **Budget vs Actual:** To review and approve the report as of 31st August 2026.

c. **Pay Award:** To note the Clerk/RFO's revised salary following the 2026/2027 National pay award and contractual qualification one-point increment, and to authorise the payroll change via the amended Standing Order.

d. **Inter Account Transfer:** To note £20,000 in total has been transferred from the Unity Instant Access to Current T1 to cover expected outgoings.

e. **Audit:** To receive, review and agree the External Auditor's Report for the 2025/2026 Annual Governance and Accountability Return (AGAR), and note the Completion notice.

f. **Insurance Renewal:** To note renewal for the 2026/2027 insurance policy, year two of a three-year long-term agreement.

g. **BACS Payments:** To approve the list of accounts presented for payment in September 2026. To note the payment to Lushland was authorised on 26 August 26, to ensure prompt receipt of the report.

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Payee	Budget	Description	Gross	VAT	Net	Power	s137
Lushland	Health & Safety	Annual tree survey (paid 26/08/26)	£ 650.00	n/a	£ 650.00	LGA 1972, s.111	
HMRC	Payroll	PAYE	£ 577.24	n/a	£ 577.24	LGA 1972, s.112	
Staff	Expenses	Expenses	£ 31.80	n/a	£ 31.80	LGA 1972, s.112	
Fryer Cleaning & Maint	Centenary Gdns	Maintenance	£ 640.80	£ 106.80	£ 534.00	Open Spaces Act 1906, ss 9 and 10	
J England	Health & Safety	Playtool inspections	£ 60.00	n/a	£ 60.00	Open Spaces Act 1906, ss 9 and 10;	
Kings Commercial	Open Spaces	Toilet cleaning	£ 450.66	n/a	£ 450.66	Public Health Act 1936, ss 221-223, 227	
Clear Councils	Insurance	Annual renewal	£ 1,898.90	n/a	£ 1,898.90	Employers' Liability (Compulsory Insurance) Act 1969 and associated	
PKK Plumbing & Heating	Open Spaces	Toilet maintenance	£ 320.00	n/a	£ 320.00	LGA 1972, s.111	
Kent County Council	Open Spaces	Highways	£ 15,170.60	n/a	£ 15,170.60		
Total BACS payments			£ 19,800.00	£ 106.80	£ 19,693.20	£ -	£ -
Regular Payments	Budget	Description	Gross	VAT	Net	Power	s.137
Staff	Payroll	Staff	£ 1,296.34	n/a	£ 1,296.34	LGA 1972, s.112	
Waveney IT	Office	365 Licence/IMAP	£ 44.47	£ 7.41	£ 37.06	LGA 1972, s.111	
Hugo Fox	Office	Website	£ 11.99	£ 2.00	£ 9.99	LGA 1972 s 142	
O2	Office	Mobile	£ 15.00	£ 2.50	£ 12.50	LGA 1972, s.111	
EE	Office	Broadband	£ 23.64	£ 3.94	£ 19.70	LGA 1972, s.111	
Npower	Utilities	Electric - unmetered	£ 123.07	£ 5.86	£ 117.21	Parish Councils Act 1957, s.3	
Smartest Energy	Utilities	Electric - Metered supply	£ 25.98	£ 1.24	£ 24.74	Parish Councils Act 1957, s.3	
Lloyds Bank	Admin	Corporate card fee	£ 20.11	£ 2.85	£ 17.26	See below card information	
Total DD payments			£ 1,560.60	£ 25.80	£ 1,534.80	£ -	£ -
Credit Card Payments	Budget	Description	Gross	VAT	Net	Power	s.137
Your Security Sign	Open Spaces	General repairs & maint	£ 17.11	£ 2.85	£ 14.26		
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00		
Card Total			£ 20.11	£ 2.85	£ 17.26	£ -	£ -
Bank Charges	Unity	Monthly service charge 30/09/26	£ 7.00	n/a	£ 7.00	LGA 1972, s.111	

PLANNING MATTERS

- Application: 26/502856/ENVSCR** Address: Land at Danaway Banks, Sittingbourne Proposal: EIA Screening Opinion - Construction of up to 30,000 sqm of mixed-use employment warehouse space (Use Classes E(g) (ii) / E(g) (iii) / B2 / B8) together with service station (with EV charging and other associated amenities), access, landscaping, and other works.
To review information requested from Borough Cllrs on this application (previously raised in July minutes (item 77c), noting that it was not referred to the Parish Council but was included on Swale's list of decisions issued.
- Application 26/502025/FULL** Address: Light Industrial Unit (Disused) Land Adjacent To Pebble Court Farm Woodgate Lane Borden Kent ME9 7QB Proposal: Conversion and change of use of existing detached redundant and disused former light industrial workshop into a three bedroom dwelling (C3) including new pitched roof and conversion and change of use of existing adjacent detached redundant and disused former associated office and store (previously hay store) into a home office to be used for the dwelling occupier including part demolition and erection of small single storey side extension (to form garage) to existing commercial workshop and installation of sewage treatment plant and EV charging point (Resubmission of 25/500162/FULL).
Further to August minutes (item 79 (1)), the Parish Council required further evidence before reconsidering its objection. To review correspondence and further information provided by applicant.

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

(Please note that unless otherwise stated, the following applications are a discharge of conditions and not formal consultations for the Parish Council).

- Application: 26/501765/SUB** Address: Land at Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of Details to Discharge **Condition 44** (Phase 3 and 4 Part Discharge) - Details of all existing trees and/or hedges, details of trees or hedges proposed for removal and measures to protect trees or hedges- 1) Plan showing location, 2) Details of size, species, diameter, approximate height and assessment, 3)Arboricultural works, 4) Details of any alterations in ground levels and any excavation or engineering works and 5) Details of specification and position of fencing subject to 17/505711/HYBRID (V2255/W/19/3233606).
To consider action regarding this application validated in May 2026, but which was not referred to the Parish Council (link to August minutes (item 80(2))).
Extension for comments agreed by 22 September 2026.
- Application: 26/503211/TCA** Grid: 588205/163019 Address: Borden Hall Wises Lane Borden Kent ME9 8LP Proposal: Conservation Area Notification to fell Ash tree.

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- 3) **Application: 26/503173/SUB** Grid: 588553/163571 Address: Land at Wises Lane, Borden, Kent ME10 1GD
Proposal: Submission of details pursuant to condition 58-(ecological report), 59-(updated Badger survey), 62-(detailed Landscape and Ecological Management Plan) subject to 17/505711/HYBRID
- 4) **Application: 26/503172/SUB** Grid: 588553/163571 Address: Land at Wises Lane, Borden, Kent ME10 1GD
Proposal: Submission of details pursuant to condition 7-(detailed scheme of lighting) subject to 23/500263/REM.
- 5) **Application: 26/503178/FULL** Address: Land At Borden Lane, Sittingbourne, Kent Proposal: Erection of 15no. residential dwellings together with associated access point, landscaping, drainage, and infrastructure works.
- 6) **Application: 26/503397/SUB** Grid: 587084/162533 Address: Eyehorn Farm Munsgore Lane Borden Kent ME9 8JU
Proposal: Submission of details pursuant to conditions 3 - Metal cladding details, 4 - Hard and soft landscaping and 5 - Management Plan, Subject to 25/504136/FULL.

96. BUSINESS ITEMS

- a. **Clerk's report** (attachment 1): To review the report and consider any further actions required.
- b. **Land at Riddles Road**: To note the Notice of Intended Disposal of Land at Riddles Road ME10 1LE (Local Government Act 1972, Section 123), and to consider the Parish Council position.
- c. **Annual Tree Survey**: To review reports for the Playstool, Woodland and Nature Reserve, and agree action to be taken.

97. COMMITTEE AND WORKING GROUP UPDATES

- a. **Wises Lane Monitoring & Liaison Group (WLMG)**: To receive a report on updates.
 - i. To consider items for the WLMG to refer to BDW.
- b. **Nature Reserve**:
 - i. **Lease renewal**: To review and consider KCC's correspondence which includes an update on the requested break clause.

98. HIGHWAYS:

- i. **40mph Scheme**: To receive an update on the scheme's progress.
- ii. **Speedwatch**: To receive an update on the reinstatement of the programme.

99. CORRESPONDENCE - To review correspondence received and consider actions to be taken:

- a. **Residents' Correspondence**: To review and consider any further action required.
- b. **Swale Borough Council PSPO Consultation**: To consider completion of surveys for the three towns' current PSPO to be extended for a further 3 years. A formal response has been requested by 4th September 2026.
- c. **Consultation on Draft Pavement Licence Policy 2026 – 2029**: To consider completion of consultation which is open until 1 October 2026.
- d. **KCC Safer Road Users Mature Drivers & Passengers Course**: To consider a request for venue funding.
- e. **Your Swale Survey**: To consider completion of survey.

100. REPORTS AND MINUTES FROM EXTERNAL REPRESENTATIVES (Reports to be circulated before the meeting).

- a. Kent Association of Local Councils – reports circulated as received.
- b. Borden Sports Association – Cllr Butlin (attachment 2).
- c. Borden Parish Hall – Cllr Harrison (attachment 3).
- d. Borden Heritage Group – Cllr Harrison (attachment 4).

101. ITEMS FOR INFORMATION

SEPTEMBER 2026 CLERKS REPORT FOR PARISH COUNCIL

By Teresa Millum

GENERAL UPDATES

- 1) A damaged drain cover between Wises Lane and Maylam Gardens was reported to the Clerk on 08/09/26. The KCC Highways emergency out-of-hours telephone number was called to report this as an urgent dangerous issue. Meanwhile, a concerned resident liaised with local builders who erected a temporary fence around the drain for public safety.



2) **E-scooters on Wises Lane and Pavilion motorbike**

PC Atherton has been notified of these issues and confirmed that he will look out for both on his patrols. He also asked if there is any CCTV footage of the bike that uses the Pavilion entrance. Next time the bike is seen at the Pavilion, please share the date and time with the Clerk, who will then contact the CCTV unit.



BHG report for BPC September 2026

Dr Paul Staker gave a very interesting talk about the history of the Chestnut Surgery in East Street; including the building and many of its doctors, his book is currently being revised and should be available soon.

On October 9th 10.30am in the Parish hall Andrew Richardson will tell us about his work as the Kent Finds Liaison officer. The meeting will be preceded by a short AGM at 10am, visitors are welcome.

Our website now has an archive section devoted to Farming if you have any old articles, photographs or memories that we can record please contact me.

Eileen

BHG Chair

bordenheritage.co.uk

