



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on Thursday 15th August at the Pavilion, Wises Lane from 7 pm

Teresa Millum

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

9th August 2024

AGENDA

64. APOLOGIES FOR ABSENCE

65. UPDATE ON UNCONTESTED ELECTION

66. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

67. CHAIR'S ANNOUNCEMENTS

68. TO APPROVE FOR SIGNATURE

a. The minutes of the Parish Council meeting held on 18th July 2024 (Appx A).

69. **PUBLIC PARTICIPATION SESSION** – *The period designated for public participation at a meeting shall not exceed 10 minutes unless directed by the chairman of the meeting, 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 chairman of the meeting may direct that a written or oral response be given.*

a. Police/PCSO.

b. Parishioners.

c. County/Borough Councillors (*a written report must be submitted three days before the meeting*).

70. FINANCE

a. To approve the accounting statements and bank reconciliation, which include the general and earmarked reserves as of 31st July 2024 (Appx B).

b. To review and agree to the budget vs actual report as of 31st July 2024.

c. To approve the following BACS list of accounts for payment in August 2024.

Payee	Budget	Description	Gross	VAT	Net
South East Water	Playstool New Toilet	New water connection NARS 25458	£ 4,428.60	£ 413.60	£ 4,015.00
Staff	Payroll	Staff salary	£ 983.03	n/a	£ 983.03
HMRC	Payroll	PAYE	£ 321.49	n/a	£ 321.49
Staff	Expenses	WFH allowance & D-Day expenses	£ 25.00	n/a	£ 25.00
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 570.60	£ 95.10	£ 475.50
Kings Commercial	Open Spaces	Toilet Cleaning - June	£ 173.33	n/a	£ 173.33
Kings Commercial	Open Spaces	Toilet Cleaning - July	£ 173.33	n/a	£ 173.33
J England	Health & Safety	Playstool insptctions	£ 60.00	n/a	£ 60.00
Playdale Playgrounds Ltd	Open Spaces	Playstool - New Little Hamlets - Final payment	£ 7,989.41	£ 1,331.57	£ 6,657.84
Playdale Playgrounds Ltd	Open Spaces	Playstool - RoSPA repairs - Final payment	£ 3,077.33	£ 512.89	£ 2,564.44
Caloo	Open Spaces	Adult fitness repairs	£ 1,993.80	£ 332.30	£ 1,661.50
Caloo	Open Spaces	Adult fitness repairs - replacement handles	£ 43.92	£ 7.32	£ 36.60
JNC Architecture	New Playstool Toilet	Architect - JNC Stage 2 Technical	£ 700.00	n/a	£ 700.00
Imperium Engineering	New Playstool Toilet	Structural Engineer 1/2 50%	£ 425.00	£ 70.83	£ 354.17
Total BACS payments			£ 20,964.84	£ 2,763.61	£ 18,201.23
Direct Debits	Budget	Description	Gross	VAT	Net
Waveney IT	IT Costs	Monthly Mailbox charge	£ 18.17	£ 3.03	£ 15.14
Hugo Fox	Office	IT Support - Website	£ 11.99	£ 2.00	£ 9.99
O2	Office	Mobile	£ 14.35	£ 2.39	£ 11.96
EE	Office	Broadband	£ 20.71	£ 3.45	£ 17.26
EDF energy	Utilities	Electricity - metered supply	£ 20.90	£ 1.00	£ 19.90
N Power	Utilities	Electricity - Unmetered supply	£ 120.04	£ 5.72	£ 114.32
Lloyds Bank	Admin	Corporate card	£ 173.21	£ 26.57	£ 146.64
Total DD payments			£ 379.37	£ 44.16	£ 335.21
Credit Card Payments	Budget	Description	Gross	VAT	Net
Euroloo	Open Spaces	Toilet servicing	£ 159.41	£ 26.57	£ 132.84
Morrisons	Office	Stationary & postage (stamps)	£ 10.80	n/a	£ 10.80
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 173.21	£ 26.57	£ 146.64

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- d. To consider quotes for the Parish Council insurance.
- e. To consider quotes for a new Internal Auditor.
- f. Following the repairs completed to the Playstool play area, the roundabout was unable to be serviced. To consider a further quote provided by the repair company to replace the bearing and surrounding surface.

PLANNING MATTERS

- a. To consider and agree on how the Parish Council addresses Planning Committee meetings.
- b. **Application No: 23/505420/REM** Proposal: Approval of Reserved Matters (Appearance, Landscaping, Layout and Scale sought) for creation of the eastern spine road (Phase 2D), pursuant to 17/505711/HYBRID. Location: Land At Wisles Lane Borden Kent.
The above planning application was reported to the Planning Committee meeting of the Council on 6 August 2024.
- c. **Application No: 24/500856/REM** Proposal: Approval of reserved matters (Access, Appearance, Landscaping, Layout, and Scale sought) for levels and earthworks changes for Phase 2F and the Primary School Land pursuant to 17/505711/HYBRID. Location: Land At Wisles Lane Borden Kent.
The above planning application was reported to the Planning Committee meeting of the Council on 6 August 2024.
- d. **Application No: 23/502210/FULL** Proposal: Construction of a solar farm together with control building, switch room, substations and compound, point of connection equipment, store room, access track, security measures, associated infrastructure and works, landscaping and biodiversity enhancements. Location: Land On Either Side Of Vigo Lane And Wrens Road Sittingbourne Kent ME9 8LA.
The above planning application was reported to the Planning Committee meeting of the Council on 6 August 2024.
- e. **Application No: 24/500984/FULL** Proposal: Loft conversion into habitable space including 3no. front dormers and 2no. rear dormers and rooflight. Garage conversion into habitable space ancillary to the main dwelling. Location: 64 Maylam Gardens Borden Sittingbourne Kent.
The above planning application was reported to the Planning Committee meeting of the Council to be held in the Council Chamber at Swale House on 15 August 2024 at 7.00 pm

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

Please note the following, unless otherwise stated are a discharge of condition application and not a formal consultation for the Parish Council.

- 1) **Application 24/502787/SUB**: Submission of details pursuant to condition 7 (External Lighting Scheme) of application 23/500263/REM. Land At Wisles Lane Borden Kent ME10 1GD
- 2) **Application: 24/502832/SUB** Officer: Grid: 587746/161878: Address: 2 Plots Cottages Vigo Lane Borden Kent ME9 8LG Proposal: Submission of details pursuant to condition 4 (archaeology) of application 24/501124/FULL (part discharge relating to approval of the WSI).
- 3) **Application: 24/503070/SUB** Officer: Carly Stoddart Grid: 588553/163571 Ward: Borden And Grove Park Parish: Borden Address: Land At Wisles Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 66 (archaeological field evaluation) subject to application 17/505711/HYBRID (part discharge, relating to Phase 2D).
- 4) **Application Reference: 24/502717/OUT**: Proposal: Outline Application (with all matters reserved) for erection of a care home (Class C2), with associated parking, landscaping and substation. Location: Land West Of Borden Lane Sittingbourne Kent ME9 8HR.
Consultation comments are due by 30th Aug 24

72. BUSINESS ITEMS

- a. Homestead View Pathway Barrier update.
- b. To consider a further update to the Social Media and Electronic Communications Policy.
- c. To consider Cllr volunteers for the Kent Association of Local Councils representative.

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- d. To consider Cllr volunteers for the Highways Group Advisory Committee.

73. COMMITTEE AND WORKING GROUP UPDATES

- a. Wisers Lane Monitoring & Liaison Group update (attachment 1).
- b. New Build Playstool Convenience Committee report (attachment 2).
 - i. To receive an update on the Playstool modular toilet tender.
 - ii. To agree the deposit payment for the Playstool modular toilet.
 - iii. To consider the Committee's recommendation to amend Financial Regulations and Standing Orders to allow an electronic tendering process.
 - iv. To consider the Committee's recommendation for a closed tender process for the toilet construction tenders. This will allow companies to be invited to tender and not be opened up to wider competition as detailed in the Public Contracts Regulations 2015, Ref 110(5)(b).
- c. Nature Reserve update;-
 - i. To receive an update on the Nature Reserve lease renewal with KCC.
 - ii. To consider the updated Nature Reserve Terms of Reference (ToR).

74. CORRESPONDENCE

- a. To review resident correspondence and agree on any actions to be taken.

75. 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 Sims.
- c. Borden Parish Hall – Cllr Hepburn (attachment 3)
- d. Borden Heritage Group – Cllr Harrison.

76. ITEMS FOR INFORMATION

NEXT MEETING TO BE HELD ON 19th SEPTEMBER 2024