



All members of Borden Parish Council are hereby summoned to attend the Full Council meeting to be held on Thursday, 16th April 2026, at the Pavilion, Wises Lane, which will commence at 7:00 pm.

Teresa Millum

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

10th April 2026

AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTERESTS
3. CHAIR'S ANNOUNCEMENTS
4. TO APPROVE FOR SIGNATURE: The minutes of the last Parish Council meeting (APPX A).
5. 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)
6. FINANCE
 - a. Bank Reconciliation: To review and approve as at 31st March 2026 (APPX B).
 - b. Budget vs Actual: To review and approve the report as at 31st March 2026 (end of financial year).
 - c. Earmarked Reserves: To review and approve the earmarked reserves (end of financial year).
 - d. BACS Payments: To approve the list of accounts for payment in April 2026:

Payee	Budget	Description	Gross	VAT	Net	Power	s.137
Staff	Payroll	Staff	£ 1,036.51	n/a	£ 1,036.51	LGA 1972, s.112	
HMRC	Payroll	PAYE	£ 421.78	n/a	£ 421.78	LGA 1972, s.112	
Staff	Expenses	Expenses	£ 33.10	n/a	£ 33.10	LGA 1972, s.112	
Fryer Cleaning & Maint	Centenary Gdns	Maintenance	£ 604.80	£ 100.80	£ 504.00	Open Spaces Act 1906, ss 9 and 10	
J England	Health & Safety	Playstool 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	
KALC	Office	Subscriptions	£ 1,263.97	£ 210.66	£ 1,053.31	LGA 1972, s.143(1)	
Total BACS payments			£ 3,870.82	£ 311.46	£ 3,559.36	£ -	£ -
Direct Debits	Budget	Description	Gross	VAT	Net	Power	s.137
Waveney IT	Office	365 Licence	£ 14.47	£ 2.41	£ 12.06	LGA 1972, s.111	
Hugo Fox	Office	Website	£ 12.00	£ 2.00	£ 10.00	LGA 1972 s 142	
O2	Office	Mobile	£ 13.20	£ 2.20	£ 11.00	LGA 1972, s.111	
EE	Office	Broadband	£ 23.64	£ 3.94	£ 19.70	LGA 1972, s.111	
Npower	Utilities	Electric - unmetered (01-31Mar)	£ 155.03	£ 7.38	£ 147.65	Parish Councils Act 1957, s.3	
Lloyds Bank	Admin	Corporate card	£ 38.55	£ 5.92	£ 32.63	See below card information	
Total DD payments			£ 256.89	£ 23.85	£ 233.04	£ -	£ -
Credit Card Payments	Budget	Description	Gross	VAT	Net	Power	s.137
Epsom	Office	Stationary	£ 35.55	£ 5.92	£ 29.63	LGA 1972, s.111	
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00	LGA 1972, s.111	
Total Credit Card (Payment made via Lloyds DD payment)			£ 38.55	£ 5.92	£ 32.63	£ -	£ -
Bank Charges and Transfers							
Bank Charges	Unity	Monthly service charge 30/12/25	£ 9.25	n/a	£ 9.25	LGA 1972, s.111	

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e. **Quotes – To review and approve quotations for the following items:**

- i. Byelaw signs installation.
- ii. Nature Reserve lease legal advice.
- f. To consider and approve the 2026/27 increase of 4% for the street lighting maintenance contract.
- g. To note urgent safety works to play area swing sets, actioned under delegated authority in accordance with Financial Regulation 5.12.

7. **PLANNING MATTERS**

a. **Application 22/5036564/EIOUT:** Land to the West of Bobbing, Sittingbourne, Kent ME9 8QL.

To receive an update from the SBC Planning Committee meeting on 26th March 2026.

b. **Member items** for consideration and decision:

- i. To consider Swale Borough Council's enforcement of Borden's conservation areas.
- ii. Potential support for an initial investigation into a judicial review of the SBC Bobbing planning decision.

8. **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).

- 1) **Application: 26/500995/NMAMD** Grid: 588553/163571 Address: Land At Wises Lane, Borden, Kent ME10 1GD Proposal: Non-material amendment to application 25/501437/REM for elevational changes and amend the approved materiality of the homes within Phase 3.
- 2) **Application: 26/501122/FULL** Address: Sutton Baron Hall, Sutton Baron Road, Borden, Kent ME9 8LH Proposal: Replacement of an asbestos roof with corrugated insulated sheeting to the existing garage. Installing photovoltaic (PV) panels on the existing garage and existing timber shed.
Consultation comments due by 23rd April 2026.
- 3) **Application: 26/501123/LBC** Address: Sutton Baron Hall, Sutton Baron Road, Borden, Kent ME9 8LH Proposal: Listed Building Consent for replacement of an asbestos roof with corrugated insulated sheeting to the existing garage. Installing photovoltaic (PV) panels on the existing garage and existing timber shed.
Consultation comments due by 23rd April 2026.
- 4) **Application 26/5011387/SUB** Address: Land At Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of details pursuant to conditions 13 (phases 3 and 4 water consumption rate), 15 (phase 3 site levels), 16 (phase 3 telecommunication details), 40 (phases 3 and 4 planting details) and 48 (phases 3 and 4 public sewers), subject to 17/505711/HYBRID (APP/V2255/W/19/3233606).
- 5) **Application: 26/501141/SUB** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 15- (details of the existing site levels, proposed site levels (including any levels changes to areas to be used as open space, landscaped buffer areas and highways), and proposed finished floor levels for buildings) 37- (proposed estate road, footways, footpaths, verges, street tree planting, junctions, street lighting (to include measures to limit light spill and use of lighting to minimise impacts upon wildlife), sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, driveway gradients, car parking and street furniture) subject to 17/505711/HYBRID approved at appeal (APP/V2255/W/19/3233606).
- 6) **Application: 26/501142/SUB** Grid: 588553/163571 Officer: Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 8 (emergency access details), subject to application 25/501437/REM.

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8. BUSINESS ITEMS

- a. **Clerk's report:** To review the report and consider any further actions to be taken.
- b. **Borden Broadside:** To review the draft of the next issue.
- c. **Bus Service:** To review, if available, the update from Kent County Council.
- d. **Training Policy:** To approve and adopt the policy.
- e. **IT Policy:** To review the updated version of the policy adapted from the Practitioners Guide 2025, and adopt.
- f. **Action Plan (2026-2027):** To review and approve the Council's draft plan for the forthcoming year.
- g. **Parish Hall Representative Member:** To consider and appoint a successor to Cllr Bolas in accordance with the terms of the Charity Commission Scheme 1981 (point 7).
- h. **Tree Planting:** Further to the January agreement (item 160di), to agree on the tree type, collection, location and planting arrangement. To also consider a request for a plaque and tree guard.
- i. **KCC Lengthsman Scheme:** To review the report from the March meeting (item 182c(i)), and decide whether any further action is required.
- j. **Members' items** for consideration and decision:
 - i. Publicising the roles & responsibilities of the Borden, Swale & Kent councils on the BPC Facebook page, website & future Broadside publications.
 - ii. **Rugby Club and Community Hub Development:** To review and discuss this development and agree on any necessary action, including inviting the Rugby Club representatives to the next meeting to present their plans and discuss future collaboration with the Parish Council.

9. 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 present at the next meeting with BDW.
- b. **Nature Reserve:** To receive a progress update on the lease renewal.

10. HIGHWAYS

- a. **To receive an update on the following items:**
 - i. Maidstone Road and Danaway 40mph scheme
 - ii. To consider the response received from Mr K McKenna MP regarding Oad Street, and any further action required.

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

- a. Resident correspondence: To review and consider any further updates required.
- b. School Community Governor: To consider the request for a Parish Councillor volunteer.
- c. Swale Borough Council -Designation of an Area of Special Control of Advertisements (ASCA). To consider the completion of the consultation.
- d. Citizens Advice: To consider the donation request.

13. 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 Parish Hall – Cllr Hepburn.
- c. Borden Heritage Group – Cllr Harrison.

14. ITEMS FOR INFORMATION