



All members of Borden Parish Council are hereby summoned to attend the Full Council meeting to be held on Thursday, 19th February 2026, at the Pavilion, Wises Lane, which will commence at 7:00 pm.

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk 13th February 2026

AGENDA

163. APOLOGIES FOR ABSENCE

164. DECLARATIONS OF INTERESTS

165. CHAIR'S ANNOUNCEMENTS

166. TO APPROVE FOR SIGNATURE: The minutes of the last Parish Council meeting (APPX A).

167. 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).*

- Police/PCSO.
- Parishioners.
- 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)*

168. FINANCE

a. Bank Reconciliation: To approve the reconciliation as of 31st January 2026 (APPX B).

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

c. BACS Payments: To approve the list of accounts for payment in February 2026, which includes one payment to be authorised under section. 137 of the Local Government Act:

Payee	Budget	Description	Gross	VAT	Net	Power	s137
Staff	Payroll	Staff	£ 1,035.91	n/a	£ 1,035.91	LGA 1972, s.112	
HMRC	Payroll	PAYE	£ 422.38	n/a	£ 422.38	LGA 1972, s.112	
Staff	Expenses	Expenses	£ 25.00	n/a	£ 25.00	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	£ 75.00	n/a	£ 75.00	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	
Gransdens	Playstool Toilet	Earmarked reserve	£ 504.00	£ 84.00	£ 420.00	LGA 1972 s.111	
Steve Wakeling	Open Spaces	Playstool Maint (4/4)	£ 834.00	n/a	£ 834.00	Open Spaces Act, 1906 s10(b)	
Total BACS payments			£ 3,998.75	£ 184.80	£ 3,813.95	£	£ -
Direct Debits	Budget	Description	Gross	VAT	Net	Power	s.137
PHS	Open Spaces	Toilet service (annual)	£ 309.73	£ 51.62	£ 258.11	Public Health Act 1936, ss 221-223, 227	
Waveney IT	Office	365 Licence	£ 18.17	£ 3.03	£ 15.14	LGA 1972, s.111	
Hugo Fox	Office	Website	£ 11.99	£ 2.00	£ 9.99	LGA 1972 s 142	
O2	Office	Mobile	£ 13.20	£ 2.20	£ 11.00	LGA 1972, s.111	
EE	Office	Broadband	£ 22.03	£ 3.67	£ 18.36	LGA 1972, s.111	
Npower	Utilities	Electric - unmetered	£ 196.04	£ 9.34	£ 186.70	Parish Councils Act 1957, s.3	
Information Commissioners Office	Office	Subscriptions	£ 47.00	n/a	£ 47.00	Data Protection (Charges and Information) Regulations 2018, s. 3	
Lloyds Bank	Admin	Corporate card fee	£ 352.20	£ 58.20	£ 294.00	See below card information	
Total DD payments			£ 970.36	£ 130.06	£ 840.30	£	£ -
Credit Card Payments	Budget	Description	Gross	VAT	Net	Power	s.137
The Defib Pad	Health & Safety	Defib pads	£ 349.20	£ 58.20	£ 291.00	LGA, s.137	£ 291.00
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)			£ 352.20	£ 58.20	£ 294.00	£	£ -
Bank Charges and Transfers							
Bank Charges	Unity	Monthly service charge 3	£ 8.25	n/a	£ 8.25		

d. Centenary Garden maintenance: To approve the annual cost increase of 6% from £504.00 to £534.00 + VAT.

e. Finance Committee: To review draft minutes of the meeting held on 5th February 2026.

- To consider the following recommendations for transfers from the General Reserves to Earmarked Reserves:

- £825.20 to Public mail shot (increasing balance from £1174.80 to £2000.00)

BORDEN PARISH COUNCIL

- 2) £15,000.00 to Playstool equipment
- 3) £10,000.00 to a new Resilience fund (to support parishioners affected by natural events)
- ii. To consider the recommendation to request that, subject to Swale Borough Council's approval, the remaining Section 106 balance for the Playstool Toilet Project be reassigned for the provision and maintenance of Playstool equipment.

169. PLANNING MATTERS

- a. **Planning Appeal:** Application 24/502717/OUT PINS reference APP/V2255/W/25/3376221:
Notification of Appeal Lodged with the Planning Inspectorate Proposal: Outline Application (with all matters reserved) for the erection of a care home (Class C2), with associated parking, landscaping and substation.
Location: Land West Of Borden Lane, Sittingbourne.
The council is asked to consider representation for this appeal hearing, which is scheduled for 31 March 2026, and if it wishes to modify its previous representations.

170. 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: 26/500096/MOD106** Grid: 588553/163571 Address: Land at Wises Lane, Borden, Kent ME10 1GD Proposal: Modification by mutual agreement of s106 Planning Agreement dated 20th December 2019 relating to 17/505711/HYBRID to allow for 75% of dwellings to be occupied before the primary school land is required to be offered to the County Council.
- 2) **Application: 26/500118/LAWPRO** Grid: 588811/162526 Address: Chinensis Hearts Delight Borden Kent ME9 Proposal: Lawful development certificate for proposed garage conversion into a habitable space.
- 3) **Application: 26/500239/SUB** Grid: 588553/163571 Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 59 (**Badger Survey**) Phases: Eastern Link Road (Phase 2D), 3, 4, 5 and 6 Residential and Phase 5 Open Space subject to application 17/505711/HYBRID (APP/V2255/W/19/3233606).
- 4) **Application: 25/504136/FULL** Location: Land East Of Woodgate Lane, Woodgate Lane, Oad Street, Borden ME9 7QB. Proposal: Erection of tractor store and lambing shed.
Comments for this consultation are due by 17th February 2026; an extension has been requested.
- 5) **Application: 26/500432/TCA** Grid: 588497/162807 Address: 7 Barn Close, Borden, Kent ME9 8JW Proposal: Conservation area notification to remove one Silver Birch to ground level due to lean towards the road and causing damage to residential wall.
- 6) **Application: 26/500536/FULL** Proposal: Replacement of existing roof to create a first-floor habitable accommodation, including 2no. rooflights, changes to fenestration and creation of juliet balcony. Address: Rayleigh Wrens Road, Borden, Kent ME9 8JE
Comments for this application are due by 6th March 2026.

171. BUSINESS ITEMS

- a. **Clerk's report** (attachment 1): To review the report and consider any actions to be taken.
- b. **Byelaw signs:** To receive a progress update.
- c. **Bus Service:** As noted in January 2026 minutes (items 154b and 160diii), consider options to support the reinstatement of a Borden bus service.
- d. **IT Policy:** To review and adopt the policy as required by the Practitioners Guide under Assertion 10.
- e. **Equality and Diversity Policy:** To review and adopt the policy to ensure compliance with the Equality Act 2010.
- f. **General Data Protection Regulation (GDPR) Training:** For GDPR awareness, to agree for all Members to complete training.
- g. **Parish Meeting:** To confirm a date between 1st March and 1st June 2026.
- h. **Borden Broadside:** To review the draft of the next edition.

BORDEN PARISH COUNCIL

172. 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 Working Group:** To review the Working Group's report on the lease renewal with KCC, and consider the following recommendation:

To approve the 7-year lease option with KCC, subject to legal consultation and confirmation in the Heads of Terms of the lease that:

 - KCC will fund their tree pollarding quote for £8,000 (not from the section.106);
 - KCC will provide written confirmation to Swale Borough Council, confirming that the section. 106 fund designated for the Nature Reserve is payable to the Parish Council upon completion of the lease renewal.
 - Prior planting discussions are honoured; and
 - KCC agrees to the Management Plan recently reviewed
- c. **The Playstool Toilet Committee:** To receive updates on the following matters:
 - i. Toilet pathway
 - ii. CCTV service agreement

173. HIGHWAYS

- a. **To receive an update on the following items:**
 - i. Maidstone Road and Danaway 40mph scheme
 - ii. Borden 20mph scheme
 - iii. Report on the KCC meeting regarding footpath closures
 - iv. An update on the January minutes (tem 158a) regarding PROW ZR120.

174. COUNCILLOR MOTIONS

- a. To discuss options regarding the land situated between the Nature Reserve and Borden Lane, and whether to express an interest to Swale Borough Council in the Parish Council being considered as a 3rd party in its maintenance.

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

- a. **Jigsaw project** (previous minute item 160b): To review the request to display posters on notice boards and the website.
- b. **Breast Screening in Swale:** To consider approval for communication added to the Parish Council website and Social Media for community awareness.
- c. **Town and Parish Independent Remuneration Panel 2026:** To consider completion of a survey.

176. 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.
- d. Borden Heritage Group (attachment 2) – Cllr Harrison.
- e. Western Area Committee (attachment 3) – Cllr Butlin.
- f. Parish Councils Liaison Forum – Cllr Butlin.

177. ITEMS FOR INFORMATION