



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on **Thursday 19th December 2024** at the Pavilion, Wises Lane from 7 pm

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk 14th December 2024

AGENDA

143. **APOLOGIES FOR ABSENCE**

144. **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

145. **CHAIR'S ANNOUNCEMENTS**

146. **TO APPROVE FOR SIGNATURE**

a. The minutes of the Parish Council meeting held on 21st November 2024 (Appx A).

147. **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*).

148. **FINANCE**

a. To approve the accounting statements and bank reconciliation as of 30th November 2024 (Appx B).

b. To review and agree to the budget vs actual report as of 30th November 2024.

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

Payee	Budget	Description	Gross	VAT	Net
Clear Councils	Insurance	Additional cover for toilet (paid 9/12/24)	£ 37.08	n/a	£ 37.08
Cleveland Sitesafe	Playstool New Toilet	Modular toilet 2 of 2 (paid 10/12/24)	£ 28,416.00	£ 4,736.00	£ 23,680.00
Gransden Construction	Playstool New Toilet	Works as per certificate (paid 10/12/24)	£ 32,009.19	£ 5,334.87	£ 26,674.32
Staff	Payroll	Staff salary	£ 1,014.14	n/a	£ 1,014.14
HMRC	Payroll	PAYE	£ 339.50	n/a	£ 339.50
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 - Aug	£ 173.33	n/a	£ 173.33
J England	Health & Safety	Playstool inspections	£ 75.00	n/a	£ 75.00
Steve Wakeling	Open Spaces	Playstool Maintenance 4 of 4	£ 834.34	n/a	£ 834.34
JNC Architecture	New Playstool Toilet	Architect professional fee	£ 750.00	n/a	£ 750.00
Play Inspections	Health & Safety	Annual inspection	£ 234.00	£ 39.00	£ 195.00
Swale Borough Council	Various	CCTV installation	£ 17,719.18	£ 2,953.20	£ 14,765.98
Total BACS payments			£ 82,197.36	£ 13,158.17	£ 69,039.19
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	£ 21.81	£ 1.04	£ 20.77
N Power	Utilities	Electricity - Unmetered supply	£ 160.73	£ 7.65	£ 153.08
Lloyds Bank	Admin	Corporate card	£ 362.99	n/a	£ 362.99
Total DD payments			£ 610.75	£ 19.56	£ 591.19
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Argos	Office	Printer	£ 359.99	n/a	£ 359.99
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 362.99	£ -	£ 362.99
Bank Charges	Unity	Monthly fee due 31/12/24	£ 9.30	n/a	£ 9.30

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149. PLANNING MATTERS

150. **Highsted Park - Application reference: 21/503914/EIOUT: Appeal reference: APP/V2255/V/24/3355313**
TOWN AND COUNTRY PLANNING ACT 1990 APPLICATION UNDER SECTION 77 Site Address: Land South And East Of Sittingbourne Kent.

This application has been called-in by the Secretary of State. The Application will be determined on the basis of an inquiry. If the Parish Council wishes to take an active part in the inquiry, the opportunity is available to apply for Rule 6 status. All representations must be received by 3 January 2025.

151. 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: 24/504759/SUB:** Grid: 588115/164086: Address: Land At Manor Farm Chestnut Street Borden Kent ME10 1YU Proposal: Submission of details pursuant to condition 4 - (PV), 7- (Charging points), 9- (cycle storage) subject to 22/505735/REM.
- 2) **Application: 24/504760/SUB:** Grid: 588115/164086: Address: Land At Manor Farm Chestnut Street Borden Kent ME10 1YU Proposal: Submission of details pursuant to condition 12 - (External Lighting) subject to 22/505735/REM.
- 3) **Application: 24/504761/SUB:** Grid: 588115/164086: Address: Land At Manor Farm Chestnut Street Borden Kent ME10 1YU Proposal: Submission of details pursuant to condition 3 (PROW) subject to 22/505735/REM
- 4) **Application: 24/505055/SUB:** Grid: 588553/163571: Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 49 - Surface Water Drainage, Subject to APP/V2255/W/19/3233606 (17/505711/HYBRID).

152. BUSINESS ITEMS

- a. To discuss the way forward with the Harman's Corner signpost now it has been designated as a Local Heritage asset.
- b. To discuss plans for the 80 years since the end of WW2 national celebrations.
- c. To note that the Maylam Gardens bench has now been installed.

153. COMMITTEE AND WORKING GROUP UPDATES

- a. Wises Lane Monitoring & Liaison Group update (WLMG) (attachment 1).
 - i. To consider items that councillors would like the WLMG to present to BDW for a response.
- b. **New Build Playstool Convenience Committee reports** (attachments 2, 3 & 4).
 - i. **The Committee seeks approval for the following recommendations:-**
 - 1) A request for two Councillors to volunteer to provide ongoing support for the new toilet facility.
 - 2) Further to the July resolution (73bi1), to agree that ownership of all the CCTV cameras will be with the Parish Council, with the Pavilion camera cost of £3,655.78 being covered by a SBC grant (for £3,600), and the Parish Hall Trustees donation sum to be confirmed.
 - 3) To agree that the total CCTV invoice payment of £14,765.98 + VAT can be authorised and payment made at the discretion of the Committee when the contract has been signed and reported at the next Full Council meeting. Note that VAT will not be reclaimed on the Parish Hall cameras
 - 4) To agree on a quote for the supply and emptying of both baby change and sanitary bins.
 - 5) To agree to the increased cost of the weekly cleaning of the toilet.
 - 6) To consider and agree on a display to be placed in the toilet acknowledging the grant funding, as required by their terms and conditions.
 - 7) To agree for the Committee to organise a low-key opening of the toilet once the water is connected.
- c. **Nature Reserve update**

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154. HIGHWAYS

- a. To review the revised plan indicating the extent of the proposed 20mph speed limit in preparation for formal consultation.
- b. To consider a request from KCC Highways to proceed with the Borden Village 20mph scheme and to advertise it separately from the Danaway 40mph scheme to prevent delays. Both TROs would be funded by KCC Highways.
- c. Maidstone Road/Oad Street junction: To approve KCC Highway's request to conduct a speed survey to assess the possibility of extending the 40mph limit further down Oad Street towards the A249.

155. MOTIONS FROM COUNCILLORS

- a. To discuss concerns about the construction of the Community Hub and its impact on the Nature Reserve, its wildlife, and visitors.

156. OPEN SPACES

- a. To consider mowing the flower meadow at the upper Playstool and whether Borden Wildlife Group could undertake this task, subject to a risk assessment.

157. CORRESPONDENCE

- a. To review resident correspondence received and agree on any actions to be taken.
- b. To consider the KALC communication regarding the Resilience Plan.
- c. To receive an update on the letter sent to KCC Ecology on 4th November requesting a review of amendments to planning application 24/502787/SUB.
- d. To receive an update on the letter sent to SBC on 21st October regarding their recent bin audit, which led to the removal of waste bins throughout the parish without prior notification.
- e. To consider whether the Parish Council wishes to comment on Swale Borough Council's draft budget consultation.

158. 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 5).
- d. Borden Heritage Group – Cllr Harrison (attachment 6).

159. ITEMS FOR INFORMATION

NEXT MEETING TO BE HELD ON 16TH JANUARY 2025