



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on **Thursday 21st November 2024** at the Pavilion, Wises Lane from 7 pm

Teresa Millum

Teresa Millum, Parish Clerk clerk@bordenparishcouncil.gov.uk 15th November 2024

AGENDA

128. **APOLOGIES FOR ABSENCE**

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

130. **CHAIR'S ANNOUNCEMENTS**

131. **TO APPROVE FOR SIGNATURE**

a. The minutes of the Parish Council meeting held on 17th October 2024 (Appx A).

132. **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*).

133. **FINANCE**

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

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

c. To note the Unity Bank charge under the new Tier 2 level for September was £20.80 and for October 2024 £4.35.

d. To acknowledge the annual staff salary increase following the Local Government Services Pay Agreement 2024/25, which has been retroactively applied from 1st April 2024.

e. To approve the following BACS list of accounts for payment in November 2024.

Payee	Budget	Description	Gross	VAT	Net
Gordon Ellis & Co	Open Spaces	Bench and seating (paid 07/11/24)	£ 497.15	£ 82.86	£ 414.29
Staff	Payroll	Staff salary	£ 1,231.49	n/a	£ 1,231.49
HMRC	Payroll	PAYE	£ 465.96	n/a	£ 465.96
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	£ 60.00	n/a	£ 60.00
Streetlights	Utilities	Repairs - foliage cut back	£ 468.00	£ 78.00	£ 390.00
JNC Architecture	New Playstool Toilet	Architect professional fee	£ 750.00	n/a	£ 750.00
SBC	Open Spaces	Bench and seating (Maylam bench installation)	£ 588.00	£ 98.00	£ 490.00
Sittingbourne Christmas Lights	Grant Allocations	Lights & Sleigh round (agreed Oct 24)	£ 300.00	n/a	£ 300.00
M Belsom & Son	Other Expenditure	General Contingency - Homestead path barrier	£ 1,269.60	£ 211.60	£ 1,058.00
Total BACS payments			£ 5,901.98	£ 482.70	£ 5,419.28
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	£ 22.00	£ 1.05	£ 20.95
N Power	Utilities	Electricity - Unmetered supply	£ 140.12	£ 6.67	£ 133.45
Lloyds Bank	Admin	Corporate card	£ 237.43	£ 39.07	£ 198.36
Total DD payments			£ 464.77	£ 57.66	£ 407.11
Credit Card Payments	Budget	Description	Gross	VAT	Net
Euroloo	Open Spaces	Toilet servicing	£ 159.44	£ 26.57	£ 132.87
Royal British Legion	Chair Allowance	Poppy wreath	£ 50.00	£ 8.33	£ 41.67
Amazon	Office	Stationary	£ 24.99	£ 4.17	£ 20.82
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 237.43	£ 39.07	£ 198.36

BORDEN PARISH COUNCIL

- f. To note the KCC Members Grant from Cllr Baldock towards the new Playstool play area roundabout has been received for £1716.00.

134. FINANCE COMMITTEE – BUDGET 2025/26

- a. Finance Committee report (attachment 1).
- b. To review and approve the proposed budget for 2025/26.
- c. Approval is requested to move the remaining SBC Nature Reserve fencing grant balance of £911.55 from the General Reserves to an earmarked reserve for future fencing costs.
- d. Approval is requested to transfer £50,000 from the Barclays Premium account to the Unity Current account via cheque, to cover future known spending from the Unity account.

135. PLANNING MATTERS

- 1) Application No: 21/503914/EIOUT Proposal: Southern Site. Outline Planning Application for the phased development of up to 577.48 hectares at Highsted Park, Land to the South and East of Sittingbourne, Kent, comprising of up to 7,150 residential dwellings including sheltered / extra care accommodation (Use Class C2 and Use Class C3). Up to 170,000 sq m / 34 hectares of commercial, business and service / employment floorspace (Use Class B2, Use Class B8 and Use Class E), and including up to 2,800 sq m of hotel (Use Class C1) floorspace. Up to 15,000 sq m / 1.5 hectares for a household waste recycling centre. Mixed use local centre and neighbourhood facilities including commercial, business and employment floorspace (Use Class E), non-residential institutions (Use Class F1) and local community uses (Use Class F2) floorspace, and Public Houses (Sui Generis). Learning institutions including primary and secondary schools (Use Class F1(a)). Open space, green infrastructure, woodland, and community and sports provision (Use Class F2(c)). Highways and infrastructure works including the provision of a new motorway junction to the M2, a Highsted Park Sustainable Movement Corridor (inc. a Sittingbourne Southern Relief Road), and new vehicular access points to the existing network; and associated groundworks, engineering, utilities, and demolition works. Location: Land South And East Of Sittingbourne Kent.

To note - the above planning application will be reported to the Planning Committee meeting of the Council to be held in the Council Chamber at Swale House on 7 November. It is anticipated that the application will take more than one evening to be determined and as such the committee will sit again on 11 November & 14 November 2024 if necessary.

136. 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: 24/504242/SUB**: Grid: 588553/163571: Address: Land At Wises Lane Borden Kent ME10 1GD Proposal: Submission of details pursuant to condition 44 (Phase 2D Arboricultural method statement) Subject to 17/505711/HYBRID.
- 2) **Application: 24/504082/FULL PROPOSAL**: Erection of 3no. dwellings with associated access, parking and landscaping. ADDRESS: Hawthorns Maidstone Road Borden Kent ME9 7Q
Consultation comments are due by 11th November 24, an extension has been requested.
- 3) **Application: 24/504504/LDCEX** Grid: 588128/162870 Address: Street Farm Pond Farm Road Borden Kent ME9 7JR Proposal: Lawful Development Certificate for the existing change of use of 3no. former agricultural buildings to Use Class B8 Storage and Distribution including erection of secure metal palisade secure boundary fencing.
- 4) **Application: 24/504576/NMAMD** Grid: 588553/163571: Land At Wises Lane Borden Kent ME10 1GD Proposal: Non-material amendment of application 17/505711/HYBRID as per covering letter received 29.10.24.

BORDEN PARISH COUNCIL

- 5) **Application: 24/504724/SUB** Grid: 588553/163571: Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to condition 20 (CMP Plan) subject to 17/505711/HYBRID (allowed at appeal under reference APP/V2255/W/19/3233606).
- 6) **Application: 24/504725/SUB** Grid: 588553/163571: Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to condition 2 (phasing plan) subject to application 17/505711/HYBRID (allowed on appeal).

137. BUSINESS ITEMS

- a. Progress update on the request for bins at lower Wises Lane, Wrens Road and Maylam Gardens.
- b. Update on the Homestead View Pathway Barrier.
- c. Progress update on the Maylam Gardens bench.
- d. Following the discussion in October (item 120d), to further discuss the S106 agreement and the development of the shared use agreement for the Community Hub, including the necessary actions required to move forward.
- e. To consider action required from the annual Playstool inspection report.

138. COMMITTEE AND WORKING GROUP UPDATES

- a. Wises Lane Monitoring & Liaison Group update (WLMG) (attachment 2).
 - i. To consider items for the WLMG to present to BDW.
- b. New Build Playstool Convenience Committee report (attachment 3).
- c. Nature Reserve
Following the discussion in October (item 121ci) to consider and discuss the Nature Reserve Heads of Terms for lease renewal and options for the way forward.

139. HIGHWAYS

- a. Highways Committee report (attachment 4).

140. CORRESPONDENCE

- a. To review resident correspondence and agree on any actions to be taken.
- b. To consider a donation request from Victim Support.
- c. Update on the letter sent to KCC Ecology on 4th November requesting a review of amendments to planning application 24/502787/SUB.
- d. 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.

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

- a. Kent Association of Local Councils – reports circulated as received.
 - i. To consider nominations for the KALC awards.
- b. Borden Sports Association – Cllr Sims (attachment 5).
- c. Borden Parish Hall – Cllr Hepburn (attachment 6).
- d. Borden Heritage Group – Cllr Harrison (attachment 7).

142. ITEMS FOR INFORMATION

NEXT MEETING TO BE HELD ON 19th DECEMBER 2024