



All members of Borden Parish Council are summonsed to attend the Full Council meeting of Borden Parish Council to be held on Thursday 18th July at the Pavilion, Wises Lane from 7 pm

Teresa Millum

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

12th July 2024

AGENDA

64. APOLOGIES FOR ABSENCE

65. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS

66. CHAIR'S ANNOUNCEMENTS

67. TO APPROVE FOR SIGNATURE

- a. The minutes of the Parish Council meeting held on 20th June 2024 (Appx A).

68. **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*).

69. FINANCE

- a. To approve the accounting statements and bank reconciliation, which include the general and earmarked reserves as of 30th June 2024 (Appx B).
- b. To review and agree to the budget vs actual report as of 30th June 2024.
- c. To consider quotes for the annual ROSPA inspection.
- d. To note that the following are on the July payment list but have been paid as urgent payments and authorised by the required 2 signatories:-
 - 1) A sewer survey for the new Playstool toilet facility has been completed by Hydro Descaling, for £290.00 + VAT, paid on 1st July 24. payment is required before the report can be released.
 - 2) A new water connection fee for the new Playstool toilet facility has been paid to South East Water, for £152 inc VAT, paid on 8th July 24.
 - 3) Connect to public sewer fee for the new Playstool toilet facility has been paid to Southern Water, for £297.17 + VAT, paid on 8th July 24.
 - 4) The tender newspaper advert for the new Playstool modular toilet facility, as required by our Standing Orders was paid to KM Media, for £177.00 + VAT, paid on 17th June via card and included in the Lloyds credit card payment on the July payment list.
 - 5) A sewer survey for the Homestead View pathway has been completed by Hydro Descaling, for £465.00 + VAT, paid on 8th July 24. The payment is required before the report can be released.

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

Payee	Budget	Description	Gross	VAT	Net
Hydro Descaling Ltd	Playstool New Toilet	Sewer survey - paid 01/07/24	£ 348.00	£ 58.00	£ 290.00
Hydro Descaling Ltd	Open Spaces	General repairsc- paid 05/07/24	£ 558.00	£ 93.00	£ 465.00
South East Water	Playstool New Toilet	New water connection - paid 05/07/24	£ 152.00	n/a	£ 152.00
Southern Water	Playstool New Toilet	Connect to a public sewer - paid 05/07/24	£ 335.00	£ 55.83	£ 279.17
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	£ 61.75	n/a	£ 61.75
Fryer Cleaning & Maintenance	Centenary & Memorial Gdns	Maintenance	£ 570.60	£ 95.10	£ 475.50
Kings Commercial	Open Spaces	Toilet Cleaning	£ 173.33	n/a	£ 173.33
J England	Health & Safety	Playstool insptctions	£ 60.00	n/a	£ 60.00
JNC Architecture	Playstool New Toilet	Architect services JNC stage 2	£ 402.88	n/a	£ 402.88
Playdale Plagrounds Ltd	Open Spaces	Playstool - New Little Hamlets 50% deposit	£ 7,989.40	£ 1,331.57	£ 6,657.83
Playdale Plagrounds Ltd	Open Spaces	Playstool - RoSPA repairs 50% deposit	£ 3,610.13	£ 601.69	£ 3,008.44
Steve Wakeling	Open Spaces	Playstool ROSPA repairs - Benches	£ 208.56	n/a	£ 208.56
Total BACS payments			£ 15,774.17	£ 2,235.19	£ 13,538.98
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	£ 57.40	£ 2.73	£ 54.67
N Power	Utilities	Electricity - Unmetered supply	£ 116.40	£ 5.54	£ 110.86
Lloyds Bank	Admin	Corporate card	£ 679.84	£ 105.88	£ 573.96
Total DD payments			£ 918.86	£ 125.02	£ 793.84
Credit Card Payments					
Payee	Budget	Description	Gross	VAT	Net
Euroloo	Open Spaces	Toilet servicing	£ 154.30	£ 25.72	£ 128.58
Euroloo	Open Spaces	Toilet servicing	£ 159.44	£ 26.57	£ 132.87
Morrisons	Events	D-Day refreshments	£ 41.58	n/a	£ 41.58
KM Media Group	Playstool New Toilet	Tender advert	£ 212.40	£ 35.40	£ 177.00
NALC	Administration	Courses & Training	£ 39.22	£ 6.54	£ 32.68
Cartridge People	Office	Stationary	£ 69.90	£ 11.65	£ 58.25
Lloyds Bank	Credit Card Charges	Monthly fee	£ 3.00	n/a	£ 3.00
			£ 679.84	£ 105.88	£ 573.96

70. PLANNING MATTERS

- a. **Planning Application 24/501519/FULL** Hooks Hole Farm School Lane Borden. To review updated information provided by the Planning Department and dha planning and consider the request to remove the Parish Council's previous objections.

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: 24/502378/FULL**: Grid: 588280/164183: Address: 34 Key Street Sittingbourne ME10 1YS
 Proposal: Section 73 - Application for Minor Material Amendment to approved plans condition 2 (to allow increase in the height of the building comprising plots 1, 2 and 3) pursuant to 21/501143/FULL Section 73 - Application for Minor Material Amendment to approved plans condition 2 (addition of dormer windows to units 2 and 3) pursuant to 20/500367/FULL for - Demolition of existing storage buildings and erection of 1 no. two bed and 3 no. one bed dwelling units with associated parking turning and amenity space as amended by drawings BA-2008-P-20 Revision A and BA-2008-P-40 Revision A as amended by drawings BA-2008-P40 B and BA-2008- P-20 B to alter the building height which accommodates units 1, 2 & 3.

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- 2) **Application: 24/502460/FULL:** Grid: 588280/164183: Address: 34 Key Street Sittingbourne Kent ME10 1YS
Proposal: Section 73 - Application for Variation of Condition 5 (to allow change of the reduction in Dwelling Emission Rate from 50% to 25%) pursuant to 21/501143/FULL for - Section 73 - Application for Minor Material Amendment to approved plans condition 2 (addition of dormer windows to units 2 and 3) pursuant to 20/500367/FULL for - Demolition of existing storage buildings and erection of 1 no. two bed and 3 no. one bed dwelling units with associated parking turning and amenity space as amended by drawings BA-2008-P-20 Revision A and BA-2008-P-40 Revision A
- 3) **Application: 24/502412/FULL:** Grid: 588876/162826: Address: 217 Borden Lane Borden Sittingbourne Kent ME9 8HR
Proposal: Erection of two storey side extension with front elevation bay window and porch. Erection of a single storey rear extension. Widening of existing drive to increase parking and create turning facility. Demolition of existing garage.
- 4) **Application: 24/502513/SUB** Grid: 588553/163571: Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details to discharge condition 12 (access) to planning application 23/500263/REM.
- 5) **Application No: 24/500733/SUB** Location: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to conditions 20 (construction management plan) and 21 (construction work times) of application 17/505711/HYBRID (part discharge, relating only to Rugby Club).
Revised details concerning this application. Additional information - received 3.07.24
Consultation comments are due 26th July 24. BPC last commented on this application in June 24.
- 6) **Application: 24/502634/SUB** Grid: 588553/163571: Address: Land At Wises Lane Borden Kent ME10 1GD
Proposal: Submission of details pursuant to condition 4 (Infiltration Testing Details) of application 22/504937/REM.

72. BUSINESS ITEMS

- a. To advise that Cllr Ingram has resigned his seat on the Parish Council.
- b. Following the display of the Vacancy from Cllr Ingram's resignation, the Proper Officer at Swale has advised that they have received in excess of 10 valid requests from registered voters in the Parish to hold a by-election for this seat, further details including the date and cost to the Parish Council for the election is to be confirmed.
- c. To consider applications for the seat still eligible for co-option.
- d. To receive an update on the request for a bin at lower Wises Lane.
- e. Homestead View Pathway Barrier update.
- f. Maylam bench update.
- g. To consider the new Borden Cherry logo from submissions received (attachment 1)
- h. To consider Cllr volunteers for the Kent Association of Local Councils representative.
- i. To note the Community Right to Bid application for the Maypole Inn has been submitted to SBC, who will decide within 8 weeks.

73. COMMITTEE AND WORKING GROUP UPDATES

- a. Wises Lane Monitoring & Liaison Group update (attachment 2).
 - i. Review SBC's response to NDA request
- b. New Build Playstool Convenience Committee report (attachment 3).
 - i. To review updated costs for CCTV as requested at the June meeting.
 - ii. Agreement is sought for the Playstool Toilet Committee to review the new modular toilet tenders at their next meeting, against the published scope and be given delegated authority to decide on behalf of the Parish Council on the winning bid and engage with the company to commence the build, which is likely to take several weeks.
- c. Nature Reserve update;-
 - i. Lease renewal update.
 - ii. To agree access to the Nature Reserve for a water bowser to support wildlife.

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74. OPEN SPACES

- a. Climate emergency and tree equity.
- b. To note the Playstool play area repairs are due to be carried out from 29th July 2024 for 2 days, for health and safety during this time the gates will be taped off with no access signs.
When the new Little Hamlets is installed which is due the week commencing 5th August 2024, this is likely to take up to 3 days, and Heras fencing will be put up to stop access, and a storage unit may be temporarily left on site next to the toilet.
On both occasions, the time to complete the work is dependent on weather and Vans will enter the Playstool from the main gate and park next to the play area.

75. MOTIONS FROM COUNCILLORS

- a. To consider updating the 'Social Media and Electronic Communication Policy' to reflect a process for correcting factually incorrect information posted on external Facebook pages, which may be detrimental to the parish council's reputation.

76. CORRESPONDENCE

- a. To review resident correspondence and agree on any actions to be taken.
- b. To consider action for a Playstool oak tree overhanging a residential property on The Street.
- c. To consider writing to S E Water regarding the water pressure issues at Wises Lane and surrounding areas.

77. 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 4)
- d. Borden Heritage Group – Cllr Harrison (attachment 5).

78. ITEMS FOR INFORMATION

NEXT MEETING TO BE HELD ON 15th AUGUST 2024

CHERRY LOGO DESIGNS FOR BORDEN

[LOGO 1](#)



[LOGO 2](#)

BORDEN 
Parish Council

[LOGO 3](#)

 **BORDEN**
Parish Council

WLMG July Report 2024

There was no meeting in June with BDW/DHL but issues were raised and are listed below with their responses;

1. The height of the mound of earth on Phase 2 has been raised. Is this temporary?
This earth is in relation to the ongoing archaeological works. It is temporary and will be moved back.
2. Residents in Phase 1a are enjoying the wild flowers around the 'pond'. Is it staying this way or is it to be landscaped?
Yes these wildflowers are bee friendly planting and are part of the approved landscape design. They will be staying.
3. Could you insist to any site Contractors in any sized vehicle to be mindful of residents and their children, as vehicles are causing blind spots with double and inconsiderate parking along Ashmead Rise.
Thank you, this is noted. Sub-contractors will be reminded to park considerately. Some of these vehicles are however associated with homeowners themselves undertaking works and not in relation to BDW and their sub-contractors. Ashmeads Rise is also a private road and so control over this is limited. However this will be monitored.
4. Site machinery is once again starting at 7am. Can you remind the site Manager that the time is 7.30am for starting up.
Only works audible from the Site boundary are limited to these hours, and other works can continue on Site outside of these times. We will however remind the Site team of this.
5. How many houses are sold to date? What are the house numbers of those sold? Can the Borden Directories be dropped to your Sales Suite please?
37 houses have been sold to date. Yes, the directories can be dropped in the sales suite.
6. An update of the future of the land known as 'Ward's Land' next to the Nature Reserve please.
BDW, in conjunction with their landscape architects, are beginning to look at possible designs to bring forward Phase 5.
7. Planning applications 502149, 502241, 502384 and 502463 all received 'no comment' at the Full Council meeting on 20th June.
Noted.
8. Regarding Planning application 500856, Full Council are unable to withdraw their comment as the details provided directly to us were accepted by Councillors, but they were not on the portal.
Noted.

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Further issues have been raised since the initial input:

1. Delivery driving in the Wises lane/ Maylam gardens roundabout is becoming dangerous, through speeding, for pedestrians and other road users. People are asking why the Ashmead Drive access cannot be used, as during the Wises Lane road closure, to remove these problems?
 - a. In terms of construction access, as part of the approved Construction Management Plan (CMP) the routes in which contractors and deliveries access the Site changes depending on where the development is in the construction programme. Recently Wises Lane was closed at Maylam Gardens for a period of time and so as a temporary measure, all construction vehicles and sub-contractors accessed the Site compound and parking via the new development
 - b. **Initial response given:** This road closure has now been lifted and so as detailed in the approved CMP, vehicles accessing the car park (which is on Wises Lane) will continue along Wises Lane. All deliveries however should continue to access the Site Compound via the new development (Ashmeads Rise). It will be reiterated to those making deliveries to access the compound via the development Site

This response has now been updated to:

Unfortunately it is not possible to bring delivery lorries in via Ashmeads Rise as we require the road to finish the houses in Platinum Way and behind the block of flats. If we could safely allow access via this route we would have done so as we are very much aware of the inconvenience caused to residents in Wises Lane and beyond. We are keen to limit the use of the southern section of Wises Lane for deliveries and we are aiming for the Ashmead Rise / Platinum Way (through phase 1) to be open in November, which will relieve this stretch of Wises Lane as Oonagh has already corrected.

We have always maintained the aim is to get the main road infrastructure built up front to limit inconvenience, indeed we are ahead of the Swale planning milestone for the opening of the spine road (to Chestnut Street) targeted for the 180th occupation (will be open after the 115th approximately). The link road and roundabout onto Chestnut Street is due to open early in the new year, this will then relieve Wises Lane in its entirety. I hope this good progress is relayed to Borden Parish.

We will emphasise to our subcontractors to drive courteously and we apologise for inconsiderate driving. I will walk this section of road with the groundworker and KCC to see if we can make good and repair any damage that may have been caused to ensure that an even access is maintained to residents cars parked on the road

2. We have had further communication from a resident regarding the water pressure. I understand Dave has been liaising with this gentleman also, [REDACTED]. It seems there has been pressure issues in Cherryfields, Brier Road, Wises Lane and Dental Close. Can you give a further update on this please?
 - a. After researching this with our project managers I can add; we have separate subcontractors that install the water mains and connect to the existing water infrastructure, therefore Coinford are not at fault. The subcontractor is an approved South East Water installer and lay mains and connect on their behalf. I have contacted both the mains layer and South East Water for comment. Both are currently blaming each other for the spike in pressure. Obviously this is going to be difficult for us to prove one way or the other. South East Water have also told us

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that the spike was 6.3bar and the infrastructure to your property and fittings inside should resist up to 15 bar.

- b. I accept if we were not building the development opposite this would not have happened, that is not to say BDW accept responsibility for this pressure spike. Ultimately we have a design from SEW and have installed as per the layout and design and used their approved installers. From our perspective at the moment we lay the blame at South East Waters door.
3. It has been brought to our attention by a walker that when he went past 3 attenuation pools only one of them have properly mounted lifesaving equipment. One pool had one piece leaning against a fence, but no equipment and the third pool had nothing. Can you please confirm that this will be rectified asap. We can then report back to the resident.
 - a. We very much appreciate the resident looking out for this, I have relayed this to our site team and I'm sure this will be installed shortly. The ponds are surrounded by a 1.1m vertical railing to inhibit climbing (similar features on other developments only have a knee rail fence), they have also not yet been connected to the wider drainage therefore the water depth is fairly shallow. We are therefore confident that the risk is minimal. I will let you know when it is installed and I would kindly ask if you could relay this to the concerned walker
4. It has also been brought to our attention that the ramp on Wises Lane by the workers' car park is damaging the underneath of peoples' cars. Is this temporary? It has appeared since the road closure. If you could confirm what is to be done it would be appreciated. We can then report back to the residents.
 - a. I have just taken a look at this. This is where the new spine road crosses Wises Lane and will become a new junction in November, at which time you will be unable to continue towards Maylam Gardens by car.
 - b. There are signs in either direction saying ramp. I spoke to the groundworker who said they did suggest adding tarmac to level this off temporarily whilst you can still continue to Maylam Gardens. KCC inspector said this was unnecessary so we didn't do it.

As you can see even without a meeting the WLMG have been busy chasing issues and getting answers to these problems, even though they may not be the ones we would like.

Cllr Brian Jemmett

Chairman WLMG

THE NEW PLAYSTOOL PUBLIC CONVENIENCE COMMITTEE

JULY 2024 REPORT TO FULL COUNCIL

The last meeting held was on 12th June 24, details of which were reported to the Full Council at their meeting on 20th June 24. The Committee's next meeting is due on 24th July.

Finance

- a. Due to the urgency of getting this project completed on time, so as not to lose the grant funding that has been secured for the build of the new Playstool toilet facility, the following payments have been made by the Clerk at the request of the Committee Chair, and authorised by 2 signatories as normal to enable to work to progress without further delay;-
 - A sewer survey has been completed (report attached), for £290.00 + VAT, paid on 1st July 24.
 - A new water connection fee has been paid to South East Water, for £152 inc VAT, paid on 8th July 24.
 - Connect to public sewer fee has been paid to Southern Water, for £297.17 + VAT, paid on 8th July 24.
 - Tender newspaper advert as required by our Standing Orders was paid to KM Media, for £177.00 + VAT, paid on 17th June via card and included in the Lloyds credit card payment on the July payment list.
- b. A further payment to JNC Architecture is included for payment on the council's July payment list for £402.88, for professional fees for work completed in May and June under the JNC Stage 2 – Technical stage, and the expense for Southern Water mapping. This forms part of the overall payment for JNC Stage 2 of £2345, which has already been agreed by the Parish Council.
- c. The Community Ownership Fund (COF) grant was received on 21st June 24, for £70,205.60

Grant Funding - CCTV

A new request for an SBC Community Infrastructure Grant (CIG) has been requested to contribute towards the additional cameras required, as agreed at the Full Council meeting in June 24. The cost of the PDZ toilet roving camera is included in the COF grant which has already been granted. The new CIG request is for £3,600.00 for the PDZ roving camera at the Pavilion and the static camera at the Centenary Gardens.

Planning Progress -Application reference; 24/501374/FULL

- a. Good news, after an initial delay the planning permission has now been granted 😊

Building pre-construction

- (a) The tender for the prefabricated modular toilet facility, went live on the .gov contracts finder on 19th June, with the last day being 16th July 24, at 5 pm. Any tenders received by this date and time will be opened and recorded by the Clerk and Cllr Sims, as required in our Standing Orders on 17th July 24. All tender documents including a bidders Q&A are available to view on our website www.bordenparishcouncil.gov under the Contract Opportunities tab.
- (b) With the Full Council's authorisation and to progress the project quickly, the Committee at their meeting on 24th July, will review all tenders received and make the decision on which one best meets the scope of the tender and engage with the chosen contractor to start the build process which will take several weeks. The Committee will report back the decision and rationale to the Full Council at their August meeting.

BORDEN PARISH HALL REPORT JULY 2024

1. Replacement chairs have been purchased for the Barrow Room, and defects were found in some of the new chairs which the company's manager came to repair and replace;
2. After a Hall Committee Meeting it was decided to replace the side entrance flooring which had become unsightly and dirt could not be removed. The same contractor who refurbished the toilets has been asked to lay the same floor in the entrance hall as used in the toilets;
3. The fence panel which had come out of the posts, on the right hand side as you enter the car park, has been put back with the help of the Committee.

John Hepburn
Chairman Borden Parish Hall



Borden Heritage News July 2024

We have a new addition to our 2024 programme.

Save the date! Tuesday 29th October 2024

The Story of my Life – A Dave Waters Live Show at The Avenue Theatre Central Avenue Sittingbourne 7.30 – 9.45pm

This will be music and laughter filled show about a family that once lived on the streets of Sittingbourne, Milton, Borden and Bredgar, Music includes foot – tapping songs of Frank Sinatra, Dean Martin, Matt Munro, Bobby Darin, Tom Jones, Michael Holiday and many more.

£5 per person - £4 for members of Borden Heritage Group and Sittingbourne Heritage Museum

Borden Heritage.co.uk - Volunteers are working hard to upload our archives and information; the project is proving challenging due to our old website being taken down by the domain provider without notice. The story of our Memorial boards has recently been posted; our policy documents have been added together with records of our continuing links with the SWAT (Archaeology) team at Applegate Park and records of Belgian pottery found on the Playstool in 1946. The new index may help you search for information and/or jog a memory that you could share with us. We are grateful to everyone who continues to send us information for our archives to ensure that Borden's history its characters and events that have formed today's community have not been forgotten and are available to all.

Eileen Harrison