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MINUTES OF MEETING HELD ON 20th AUGUST 2026

72. APOLOGIES FOR ABSENCE: Cllr Wallace

It was **RESOLVED** to accept the above apologies.

In attendance: Cllrs Bolas, Butlin, Baldock, Harrison, Hepburn, Jemmett, Palmer and Tumber

73. DECLARATIONS OF INTERESTS

Parish Hall: Cllr Harrison

Planning: Cllr Baldock. Specific planning applications only.

Borden Football Club: Cllr Tumber

74. CHAIR'S ANNOUNCEMENTS: There were none.

75. COMMUNITY AWARD: To present the Kent Association of Community Councils (KALC) 2026 award. The Chair presented the KALC community award to Matthew Young on Luke Young's behalf. Luke has provided a valuable public service by selflessly collecting litter in Borden, helping to create a cleaner environment. These actions also reduce pollution and protect hedgerows and the local wildlife.

76. TO APPROVE FOR SIGNATURE:

- a. The minutes of the previous month's Parish Council meeting (APPX A).

It was **RESOLVED** to approve the minutes of the meeting held on 16th July 2026, which were duly signed by the Chair.

77. 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:** Apologies have been received, and an August newsletter provided, which is available on the Parish Council's website and Facebook page. The Clerk will raise concerns regarding an influx of e-scooters on Wises Lane, and a motorbike that regularly enters the Pavilion entrance from Wises Lane, and proceeds across the sports pitches, and request that this is monitored during patrols.
- b. **Parishioners:** There were 3 in attendance, including those who were interested in the vacant Councillor seats.
- 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*).
- **County Cllr Palmer** sent apologies.
 - **Borough Cllr Cavanagh** provided a verbal update: Under the Local Government option, 4b has been agreed, and there is no change for Borden; Section 19 of the Swale Local Plan is open for public consultation; Although the local bus services are still discussed, there may be more powers regarding transport under the new Unitary Councils.

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- **Borough Cllr Baldock** provided a verbal update: A resident has again asked for double yellow lines to be added at Bannister Hill; issues when exiting Dental Close where yellow lines are not enforced, and concerns about parking in Maylam Gardens were noted; Swale Cleansing has been asked to contact the Parish Council regarding the relocation of an unused bin at Mickets Gardens; the process for calling items into the Planning Committee has changed, and it was advised that all future responses should request Planning Committee consideration.

Members raised the following matters with the Borough Councillors:

- **Grove Park Avenue:** Cllr Jemmett asked about the green spaces. Cllr Baldock advised that this should go through on the Swale Local Plan (Regulation 19) as a designated green space, and suggested that residents could write to Swale in support of this.
- **Planning application 26/502856/ENVSCR (*Land at Danaway Banks*):** Cllr Bolas asked both Borough Councillors to raise with Swale Planning why this application appeared on the Swale decisions issued report without being referred to the Parish Council for consideration. This is an Environmental Impact Assessment (EIA) screening to determine whether an Environmental Impact Assessment (EIA) would be needed for future planning on that site, and several matters may be relevant to the screening decision, including:
 - the EIA scoping report does not mention disposal of foul water, despite there being no nearby mains drainage;
 - the need to consider foul water disposal and limiting the effects of fuel spills/ washdowns should be covered;
 - the potential for discharges from spills or local treatments could enter the aquifer used for drinking water;
 - the environmental impact, including substations for associated power requirements, have not been addressed.

Cllr Baldock proposed this was accepted as an emergency item on this agenda. The Clerk advised that any resolutions made on an unagendered item may be considered unlawful and open to challenge. Members also felt that insufficient information was available for the Parish Council to consider at this time.

Information received from the Borough Councillors will allow the Parish Council to make an informed decision at its September meeting.

- **Highways:** Cllr Bolas advised of the difficulties encountered in obtaining engagement from KCC Highways on local highway matters, and asked whether the Borough Councillors were aware of how highways services would be managed under the new Unitary Councils. Borough Cllr Cavanagh advised that a new Shadow Committee will be developing policies and procedures for the new Unitary Councils. However, it is not currently known whether, or how, the arrangements for highways services will change.

78. FINANCE

- a. **Bank Reconciliation:** To approve the reconciliation as of 30th July 2026 (APPX B).
It was **RESOLVED** to approve the bank reconciliation as of 30th July 2026, signed by the RFO and duly signed by the Chair.
- b. **Budget vs Actual:** To review and approve the report as of 30th July 2026.
It was **RESOLVED** to approve the budget versus Actual report as of 30th July 2026.
- d. **BACS Payments:** To approve the list of accounts presented for payment in August 2026, and note regular payments. To note that only a part payment of £1,875 net has been presented for the SBC

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CCTV invoice of £3,875, as the remaining £ 2,000 net for 4 x SIM cards has been withheld until a query has been resolved.

It was **RESOLVED** to approve the following BACS payments for August 2026.

Payee	Budget	Description	Gross	VAT	Net	Power	s137
HMRC	Payroll	PAYE	£ 421.98	n/a	£ 421.98	LGA 1972, s.112	
Staff	Expenses	Expenses	£ 36.35	n/a	£ 36.35	LGA 1972, s.112	
Fryer Cleaning & Maint	Centenary Gdns	Maintenance	£ 640.80	£ 106.80	£ 534.00	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	
M Belsom & Son	Other Expenditure	General contingency	£ 1,416.00	£ 236.00	£ 1,180.00	Open Spaces Act 1906, s 15	
Play Safety	Health & Safety	Annual RoSPA Inspection	£ 176.40	£ 29.40	£ 147.00	LGA 1972, s.111	
SBC	Open Spaces	CCTV monitoring	£ 2,250.00	£ 375.00	£ 1,875.00	LGA 1972, s.111	
Steve Wakeling	Open Spaces	Playstool Maintenance	£ 834.00	n/a	£ 834.00		
Total BACS payments			£ 6,301.19	£ 747.20	£ 5,553.99	£ -	£ -
Regular Payments	Budget	Description	Gross	VAT	Net	Power	s.137
Staff	Payroll	Staff	£ 1,036.31	n/a	£ 1,036.31	LGA 1972, s.112	
Waveney IT	Office	365 Licence	£ 14.47	£ 2.41	£ 12.06	LGA 1972, s.111	
Waveney IT	Office	IMAP email (monthly)/ set up charge	£ 84.00	£ 14.00	£ 70.00	LGA 1972, s.111	
Hugo Fox	Office	Website	£ 11.99	£ 2.00	£ 9.99	LGA 1972 s 142	
O2	Office	Mobile	£ 15.00	£ 2.50	£ 12.50	LGA 1972, s.111	
EE	Office	Broadband (09 June - 08 July)	£ 23.64	£ 3.94	£ 19.70	LGA 1972, s.111	
Npower	Utilities	Electric - unmetered (01-31May)	£ 104.82	£ 4.99	£ 99.83	Parish Councils Act 1957, s.3	
Smartest Energy	Utilities	Electric - Metered supply (01-31 May)	£ 25.50	£ 1.21	£ 24.29	Parish Councils Act 1957, s.3	
Lloyds Bank	Admin	Corporate card fee	£ 178.85	£ 29.30	£ 149.55	See below card information	
Total DD payments			£ 1,494.58	£ 60.35	£ 1,434.23	£ -	£ -
Bank Charges	Unity	Monthly service charge 31/08/26	£ 7.00	n/a	£ 7.00	LGA 1972, s111	

e. To consider quotes for a Legionella Risk Assessment of the Playstool toilet.

It was **RESOLVED** not to go ahead with the external Legionella Risk Assessment, as the toilet is considered low risk. Instead, an in-house risk assessment by Cllr Bolas was agreed.

79. PLANNING MATTERS

- Application 26/502025/FULL** Planning consultation 26/502025/FULL Light Industrial Unit (Disused) Land Adjacent To Pebble Court Farm Woodgate Lane Borden Kent.
Swale Planning have asked if Borden Parish Council continues to object to this application on the grounds of ecology issues, as the Ecology issues have now been resolved under the 2025 application. It was **RESOLVED** to write to Swale to advise that the Parish Council maintains its objection to this planning application, as it does not consider that the concerns raised have been satisfactorily addressed. Further evidence is therefore required before its objection can be reconsidered.
- Application 25/504201/OUT** Notification of Appeal Lodged with the Planning Inspectorate.
Proposal: Outline planning application (with all matters reserved except access and layout) for the erection of three dwellings, with garaging, associated parking, development and landscaping. Location: Land To The Rear Of Yantlet 14 Barn Close Borden.
The Parish Council objected to this application in November 2025, and is asked to consider if it wishes to modify/withdraw its previous representation.
Comments to the Planning Inspectorate are due by 31st August 2026.
It was **RESOLVED** to submit a modified objection to the appeal (reference 6012947), expanding on and providing further detail in support of the reasons set out in the Parish Council's original objection.

Cllr Baldock left the meeting at 19:57

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80. 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: 26/502562/REM Address:** Grid: 588553/163571 Land at Wises Lane, Borden, Kent ME10 1GD Proposal: Approval of Reserved Matters (access, appearance, landscaping, layout and scale sought) for **Phases 5 & 6** pursuant to hybrid permission 17/505711/HYBRID (as amended) for the development of 227 dwellings including affordable housing, together with associated access, parking, landscaping, open space, equipped play and infrastructure. The outline application was an environmental impact assessment application and an environmental statement was submitted to the planning authority at that time.

Consultation comments due by 11th August 2026. An extension has been agreed.

It was **RESOLVED** to object to the application on the grounds of inadequate provision for mixed-use safe active travel, including the limited access from Platinum Way towards the village/Cryalls Lane, the lack of a safe route through to Wises Lane (from ZR 120), and the absence of the access road serving the Community Hub.

Cllr Baldock returned to the meeting at 20:18

- 2) **Application: 26/502785/SUB** Grid: 588553/163571 Address: Land at Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of details pursuant to **condition 37** - External Works (Phase 3), Subject to APP/V2255/W/19/3233606 (17/505711/HYBRID).
It was **RESOLVED** to delegate authority to comment on this application to the Clerk and Cllr Bolas, who will investigate concerns regarding tree felling and potential bat roosts, determine an appropriate planning response and, if any potential wildlife or planning breaches are identified, report these to the appropriate authority.
- 3) **Application: 26/502786/SUB** Grid: 588553/163571 Address: Land at Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of details pursuant to **condition 20** Phase 4 -(Construction Management Plan) subject to 17/505711/HYBRID - APPROVED ON APPEAL (APP/V2255/W/19/3233606).
It was **RESOLVED** to make no comment
- 4) **Application: 26/502814/FULL** Grid: 587591/163935 Address: Oak Lodge, Chestnut Street, Borden, Kent ME9 8BX Proposal: Erection of a single-storey rear extension.
It was **RESOLVED** to make no comment
- 5) **Application: 26/502924/FULL** Address: High Trees, Maidstone Road, Borden, Kent ME9 7QA Proposal: Erection of a single-storey pitched roof infill extension and single-storey porch extension.
Consultation comments due by 26th August 2026.
It was **RESOLVED** to make no comment
- 6) **Application: 26/502741/REM** Location: Land At Ufton Court Farm Tunstall Sittingbourne Kent ME10 1XF Proposal: Section 73 Application seeking a minor material amendment to approved plans by varying Condition 1 (to permit alterations to the site layout together with the resizing and relocation of the attenuation basins) and Condition 8 (external finishing materials) pursuant to permission 25/501328/REM. The reserved matters approval relates to appearance, landscaping, layout and scale for the construction of 290 dwellings, including affordable housing, with associated landscaping, public open space, equipped play provision, earthworks and supporting infrastructure, further, to outline permission 22/505646/OUT.
Consultation comments due by 31st August 2026
It was **RESOLVED** to make no comment

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- 7) **Application: 26/503012/SUB** Grid: 588553/163571 Address: Land at Wises Lane, Borden, Kent ME10 1GD Proposal: Submission of details pursuant to condition 10 - (Public Sewer Connection (Phases 3 & 4) subject to 17/505711/HYBRID APPROVED ON APPEAL (APP/V2255/W/19/3233606)
It was **RESOLVED** to make no comment

81. BUSINESS ITEMS

- a. **Clerk's report** (attachment 1): To review the report and consider any further actions required.
The Clerk's report was noted.
It was **RESOLVED** to write to thank the Parish Hall Facilities Manager and friend for their help with moving the filing cabinets.
- b. **Historic paperwork held at the Parish Hall:** Following the completion of the initial records review and relocation of retained documents, a further 14 boxes of historic paperwork have been identified. The Parish Council is asked to consider the most appropriate way to review, sort and manage these records. It was **RESOLVED** that the boxes would be relocated to the Barrow Room and the Clerk, with support from Cllr Butlin, where required, would review the paperwork to be retained, archived or destroyed in line with the retention policy.
- c. **Annual Playstool Inspection:** To review the July 2026 RoSPA inspection report and agree how to progress necessary repairs.
The Clerk advised that, when obtaining previous quotations, contractors had referred the Council back to the original manufacturers/installers for the relevant equipment.
It was **RESOLVED** that, in accordance with Financial Regulation 5.12(ii), the requirement to obtain competitive quotations does not apply, as repairs are for existing play and adult exercise equipment as identified in the July 2026 RoSPA report. The RoSPA report will be shared with the relevant equipment manufacturers/installers or appropriate specialists to assess the equipment and provide quotations for the repairs identified as medium risk. Any applicable statutory procurement and transparency requirement will be complied with.
The Clerk will arrange for other items to be repaired/replaced as necessary under the normal procurement process.
- d. **The Beacon anti-climb paint:** To receive an update and consider whether to rescind the resolution agreed at the July meeting(minute item 66a).
It was **RESOLVED** to rescind the July 2026 resolution, due to updated product information being received, making it not suitable for the beacon.
It was **RESOLVED** to procure a do-not-climb notice for the beacon.
- e. To discuss a **bus route** through Danaway and Chestnut Street.
A discussion was held regarding the Borden transport issue, including Danaway and Chestnut Street. It was **RESOLVED** that the Clerk would investigate costing for a twice-a-day shuttle bus service with the following route: up Borden Lane, Pond Farm Road, Oad Street, Danaway and Chestnut Street, along Platinum Way and down Wises Lane onto the A2. Additionally, the cost for a Danaway and Chestnut Street service.
- f. **Playstool toilet:** To approve the Legionella risk assessment.
It was **RESOLVED** to agree the Legionella risk assessment for the Playstool toilet, with the removal of the external risk assessment (as agreed in item 78e).

82. COMMITTEE AND WORKING GROUP UPDATES

a. **Wises Lane Monitoring & Liaison Group (WLMG):** To receive a report on updates.

The WLMG report was noted. Responses are still outstanding regarding the trees being felled in the wooded area at Cryalls Lane, and dust suppression at Cryalls Lane.

i. To consider items for the WLMG to refer to BDW.

It was **RESOLVED** that the WLMG would send the following questions to BDW:

- 1) Why are delivery vehicles still using Wises Lane to access the compound now that Platinum Way is open from the Tudor Rose?
- 2) Redrow Homes development at Cryalls Lane has workers on site on Sundays, causing disturbance to nearby homes, and there appears to be no site managers or PPE being worn.

It was **RESOLVED** to report the above two matters to Swale Planning as a breach of planning conditions.

b. **Nature Reserve:**

i. **Lease renewal:** To receive a progress update:

- The break clause is the final outstanding point to be resolved within the Heads of Terms before the agreement can be finalised.
- As part of the lease renewal, KCC have agreed to arrange and pay for the costs of tree pollarding required on the Western boundary, and advised that the work may be completed as early as 25th August.

It was **RESOLVED** to contact KCC to ask that they do not carry out the pollarding until the end of September or the start of October due to bird nesting and summer bat roosts which will require an assessment before work is carried out.

Cllr Baldock left the meeting at 21:09

ii. **Volunteers:** To consider advertising for volunteers to support the Nature Reserve Management Plan.

It was **RESOLVED** to add Nature Reserve volunteer flyers to the noticeboards, website and Facebook page, with an A5 laminated flyer on the dog bag dispenser at Maylam Gardens and, if appropriate, suitable locations on the Applegate Estate.

iii. **Cryalls Lane bollard key:** To consider key holders.

It was **RESOLVED** to allow the Borden Wildlife Group to hold a bollard key for the Nature Reserve.

83. HIGHWAYS:

i. To receive an update on the progress of the 40mph scheme through Maidstone Road, Danaway and Oad Street.

A report on July highways minute resolutions (item 68) was received. KCC Highways have advised that Surveillance Indicator Devices (SIDs) are for use in a 30mph zone and cannot be included in this scheme. Whilst VAS are permitted in 40mph zones, this would be only after any highway changes have settled in and been in place for a reasonable amount of time; speed surveys would also be required. Additionally, the cost for any future units considered would need to be budgeted appropriately, and any opportunities for grants should be investigated.

It was noted that County Cllr Palmer has advised that he has asked KCC Highways some questions on the Parish Council's highways schemes and is awaiting a response.

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It was **RESOLVED** to confirm to KCC Highways that the Parish Council wishes to proceed with the 40mph scheme as currently designed.

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

- a. **Residents' Correspondence:** To review and consider any further action required.
 - It was noted that the dust suppression concern has been reported to BDW by the WLMG and a response is awaited.
 - The Mountview overflowing bin has been reported to Swale Borough Council for urgent emptying.
 - Access to the Nature Reserve via Cryalls Lane closure has been referred to BDW by the WLMG.
- b. **Swale Borough Council Planning Policy (Regulation 19):** To consider submitting comments related to the plan's soundness and legal compliance. The consultation is open from 10th August 2026 until 21st September 2026, via <https://swale-consult.objective.co.uk/kse/>
The consultation for Regulation 18, which was community-focused, was completed by the Parish Council earlier in the year. The Regulation 19 consultation was noted as more of a technical focus.
- c. **Swale Borough Council PSPO Consultation:** To consider completion of surveys for the three towns' current PSPO to be extended for a further 3 years. A formal response has been requested by 4th September 2026.
The consultation was noted, and Cllrs can complete as individuals.

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

- a. Kent Association of Local Councils; reports circulated as received.
SAC has a new CCTV working group; the next meeting is: 27 September, 7 pm at Swale House.
- b. Borden Sports Association – Cllr Butlin (attachment 2). Report available on the website.
The Sports Association has advised of some branches that are overhanging the pitch and require cutting back urgently.
It was **RESOLVED** that the Sports Association would complete light pruning. Cllr Tumber will share a Risk Assessment with the Clerk.
- c. Borden Parish Hall – Cllr Harrison (attachment 3). Report available on the website
- d. Borden Heritage Group – Cllr Harrison (attachment 4). Report available on the website

86. ITEMS FOR INFORMATION

- A Speedwatch coordinator has volunteered, and the kit is being tested.

The meeting ended at 21:48

The minutes of this meeting have been approved and signed by the Chair:

.....**Date:**