

BORDEN PARISH COUNCIL
MINUTES OF THE MONTHLY PARISH COUNCIL MEETING

Held on Thursday 18 January 2018

Present:

Cllr. C Masters – Chair	Cllr J Bolas – Vice-Chair
Cllr. M. Downes	Cllr J. Evans
Cllr. C. Sims	Cllr. M. Baldock
Cllr. E. Harrison	Cllr. S. Smith
Cllr. J. Hepburn	Cllr. M. Luxton
Cllr. K. Lainton	Cllr. J. Emery
Ann Smith - Clerk	Borough Cllr N Hampshire

2 Members of the Public

1. **Welcome and Apologies for Absence**

The Chair welcomed everyone to the meeting: apologies received from Parish Cllr Millican and KCC Councillor Whiting.

2. **Public Time**

1. **Parishioners –**

A resident queried if the Parish Council website online contact was working as she had tried to access the Minutes for the last meeting. The Clerk assured her that it does work, but had not yet put the Minutes on the website.

A resident and member of BRAD asked if they should engage a heritage consultant and traffic consultant in respect of the Wises Lane development. Cllr Sims replied that Professor Peckham has nearly finished his report. Dr Mills will be gathering information in the first week of February and if volunteers are required they will be contacted at that time. Dr Le-Las has recommended a transport consultant.

2. **County/Borough Councillors –**

Cllr Hampshire - A motion is being put to Swale Borough Council calling for a review for air monitoring, in particular around Key Street and Chestnut Street area.

Cllr Baldock – A draft tourism framework has been put forward which did not mention rural villages at all, which are about 80% of the Borough, this has now been included and agreed.

3. **Minutes of the Last Meeting**

Proposed by Cllr. Emery and seconded by Cllr. Lainton, the Minutes of the meeting held on the Thursday 21 December 2017 were agreed and signed as a true transcript. There was one abstention.

4. **Declarations of Interest and Dispensations**

Cllr. Baldock declared an interest in Item and 10, and he will withdraw from the meeting at this point. Cllr.Bolas declared an interest in Item 10 and will abstain from any discussion in this respect.

5. **Matters Arising**

Wises Lane Planning application – update

Thanks were given to Cllr Baldock for the letter of objection, which will be sent by the Clerk on behalf of Borden Parish Council.

1. **Sheds Kent & Medway (e-mail 31/08)/Loneliness – Update**

There will be a meeting being held on Monday at the Long Hop. An assets list will be drawn up. Cllr Baldock will contact the community warden and Tracy Crouch. Cllr Bolas suggested looking at the set up by Aldershot for three cafes, which have been successful.

2. **Battle's Over - A Nation's Tribute 11th November 2018 & Early Update & New Guide To Taking Part – Update**

Cllr Emery has prices for construction and erection of a new war memorial. There are no grants for new memorials only to restore existing ones. It is not possible to restore the memorial in the churchyard as it is too badly damaged. It was agreed to appoint a sub-committee consisting of Cllrs Emery, Lainton and Sims and to make provision in the budget, proposed by Cllr Baldock, seconded by Cllr Masters. It was carried unanimously.

Action: Cllrs Emery, Lainton and Sims

3. Defibrillator – Update

A quote has been received to fit the defibrillator. Once it has been fitted Cllr Sims will arrange for training to take place on the following Saturday in the Parish Hall for the parishioners that wish to attend.

4. Representative for Fete Committee

Cllr Hampshire said that there is no stipulation for the Parish Council to have a representative on the fete committee. Cllr Baldock suggested that a letter is written to politely request if there could be a representative from the Parish Council on the committee. Cllr Sims offered to take a letter explaining why the Parish Council would like to be involved.

6. Correspondence

1. Dft Consultation – Proposals for Creation of a Major Road Network – deadline 19/3/18

Deferred until the next meeting.

2. Kent Waste Minerals Consultation – email 5/1/18 – deadline 29/3/18

Deferred until the next meeting.

7. Finance

1. Precept and Budget 2018/19

It was proposed to request a precept of £57250.00 by Cllr Downes and seconded by Cllr Baldock. The motion was carried with three abstentions.

2. Request for a dog waste bin for Mountview.

Deferred until the next meeting.

3. Centenary Garden New Benches

It was proposed by Cllr Emery to buy the benches at a cost of £2500 and seconded by Cllr Luxton. Carried unanimously.

4. To authorise cheques raised at the meeting and approve the accounts

The cheques were approved and duly signed. Proposed by Cllr Emery and seconded by Cllr Lainton.

Payee	Description	Amount £	Cheque No.
Fryer Cleaning & Maintenance Ltd	Monthly maintenance – November 2017 – Invoice 4667 - £445.20 Monthly maintenance – December 2017 – Invoice 4803 – 375.60	820.80	102679
John England	Playstool weekly inspections – 10 December 2017 – 7 January 2018	50.00	102680
Borden Village Pre-School Ltd	Playground Works	£3000.00	102681
McCabe Ford Williams	Payroll for quarter ending 31 December 2017	39.00	102682
J Evans	Chairman's Expenses (Lynda's leaving present)	£50.00	102683
Kent County Council	Contribution towards Munsgore Lane 20 mph scheme	£1020.00	102684
Four Jays Group	Service of Site Toilet Weekly Invoice: 424710	£43.20	102685
Borden Parish Hall	Hire of Barrow Room and Hire of Hall for Public Meeting Invoice 000921	£122.60	102685
Shanlec	Christmas Tree Lights Electrical work Invoice: 2017-0179	384.00	102687
Dr W G Le-Las	Fee re: Public Meeting on 9 th December and Expenses Invoice: BN/17/18/01	£970.00	102688

Mrs A I Smith	Salary and Expenses	£324.68	102689
HMRC	PAYE Tax	£73.80	102690

Other Payments:

Clerk (L Fisher) – Wages January	-	£398.00	Paid by Standing Order
E-On Energy Supply December	-	£45.61	Paid by Direct Debit
EDF Energy	-	£9.00	Paid by Direct Debit

8. **Reports and minutes from committees and representatives**

1. Finance –

Cllr Lainton requested that the councillors are provided with more information in respect of the budget for better understanding. Cllr Downes will look into that for the future.

Action: Cllr Downes

2. KALC –

Cllr Sims reported that he and the clerk attended the GDPR workshop. It is a bill going through that will be in effect from 25th May 2018; it will enhance the Data Protection Act. Policies will need to be in place and all organisations will need a Data Protection Officer and a Data Controller. KALC are recommending that the neither clerk nor councillors should fulfil the role of Data Controller and that the clerk should use a council owned encrypted computer. An information audit will be required on information held on individuals and a policy on how data is disposed of. KALC will provide a template for policies. There are a number of issues still to be worked on.

3. Borden Sports Association –

The first team had an excellent win on Saturday and they are doing well.

4. Borden Parish Hall –

The lock on the Barrow Room door is so worn that keys are not working properly to open it. A quote for replacement of locks and handles on both doors has been requested. Locks are to be identical so that keys will operate both doors.

The trophy cabinet now has wording added to the top board and trophies have been placed in the lockable cabinet.

5. Heritage –

There is a delivery date for the information boards. The programme of events will be published in February and the subscriptions are now due.

9. **To receive and consider resolutions or recommendations in the order of notification –**
None.

10. **Planning Applications**

1. **PLANNING APPLICATIONS - can be viewed on <http://pa.midkent.gov.uk/online-applications/> and <https://cloud2.atriumsoft.com/KCCePlanningOPS/searchPageLoad.do>**

a) 18/500096/FULL Broomwood Cottage, Maidstone Rd, ME9 8LR: Increase height of roof to form first floor extension.

There are no objections on the planning portal. No comments.

11. **Items for Information Only**

Cllr Baldock requested items for the newsletter.

Cllr Smith had seen an item on facebook about fly tipping at the Nature Reserve.

Cllr Emery - The hardstanding around the pavilion is overgrown with weeds.

Cllr Sims would like standing orders and GDPR on the agenda for the next meeting. He also had details of a couple that picked up litter in Wises Lane and would like to send a letter of thanks.

Cllr Bolas – Litter at Danaway to the Stockbury roundabout is not being cleared.

Cllr Downes – There is a problem with litter particularly beer cans on Rivers Road.

Cllr Masters - School Lane and Chestnut Wood Lane, the hedge is overgrown.

Cllr Sims – There is a disused telephone box in Wises Lane, letter to Telecom required.

12. **Next Meeting**

Thursday 22 February 2018, commencing at 7.00 p.m. in the Barrow Room at Borden Parish Hall
The meeting closed at 09.35 p.m.

Signed:

Cllr C Masters

Chair