

SNODLAND TOWN COUNCIL**24 APRIL 2018**

Committee Members present:	Cllrs Mrs D King (VC), Mrs S Bell, Mrs B Brown, Mrs D Crook, Mrs L Downes, B Garlick, P Hickmott, A Keeley, D Keeley, Mrs K Mordecai-Woolf, D Purll and M Sawkins
Council Members present:	Mrs K Sowten (CEO) and Miss E Jones
Members of the public:	Members of the public present

A two minute silence was held in remembrance of the late Cllr P Misy.

1.	<p><u>Apologies for absence</u></p> <p>Apologies were received from Mrs B Keeley and J Minter.</p>
2.	<p><u>Declaration of Interest</u></p> <p>Cllr P Hickmott declared an interest with an item on the cheque list.</p>
3.	<p><u>Report from Neighbourhood Police Team</u></p> <p>There were no members of the Police team present at the meeting but all the Councillors received a detailed report/graph of the covert speed checks which were carried out on the A228 and Poynder Drive and Manley Boulevard. The CEO reported that the graphs indicated that the average speed along the A228 was 50mph and under which would support the reduction of the current speed limit of 70mph. Councillors supported the need for a reduction to 50 or even 40mph along this stretch of road. They also requested that their thanks was passed onto our PCSO for carrying out the speed checks.</p>
4.	<p><u>County Councillor's Report</u></p> <p>The County Councillor did not attend the meeting. In the absence of Mrs Hohler, the CEO advised that the funding for the A228 crossing had been agreed and a meeting had been arranged to move the project forward.</p>
	<p>Pursuant to Standing Order 68 the Chairman of the committee will invite Members of the public to express an interest should they wish to make representations, ask questions, or give evidence in respect of any item of business included on the agenda.</p>
5.	<p><u>Questions from the public (<i>Members of the public are advised that they may speak for up to three minutes</i>)</u></p> <p>There were no questions from the members of the public.</p>
6.	<p><u>Chairman's Announcements</u></p> <p>The Chairman informed the Committee that the late Cllr Peter Misy's funeral would take place on Friday 27th April 2018 at Vinters Crematorium at 12.30 followed by his Wake at the Community Centre in Snodland.</p>

	<p>She advised the Committee that the Twinning Welcome reception would be held in the Moyeuivre-Grande on Saturday 5th May 2018 at 7.00pm and requested that Councillors attend.</p> <p>She also advised that she had information to hand out to the Committee at the end of the meeting.</p>	
7.	<p><u>To resolve that the Minutes of the Council Meeting held on 15 March 2018 are a correct record</u></p> <p>0373 RESOLVED – that the Minutes of the Full Council Meeting held on 15 March 2018 be approved a correct record and be signed by the Chairman.</p> <p>Signed</p>	
8.	<p><u>To receive reports and consider recommendations of Council Committees</u></p>	
8.1	Policy and Resources	5 April 2018 (pp 106 – 108)
	<p>The Chairman of the Policy and Resources Committee reported that there were 2 recommendations from the meeting of 5 April 2018:</p> <p>Item 5 – Staff Appraisals - this item would be discussed at item 16 on the Agenda.</p> <p>Item 8 – Budget implications due to increase on Non domestic rates bill - this item would be discussed at item 13 on the Agenda.</p>	
8.2	Amenities and Recreation	12 April 2018 (pp 109 – 110)
	<p>The Chairman of the Amenities and Recreation Committee reported a recommendation from the meeting of 12 April 2018:</p> <p>The recommendation was to discuss the business plan and funding options appraisal to install a 3G pitch at the MUGA – This would be discussed at item 14 of the Agenda.</p>	
8.3	Planning and Environment	19 April 2018 (pp 111 – 112)
	<p>The Chairman of the Planning and Environment Committee reported one recommendation from the meeting of 19 April 2018 to receive a copy of the draft Local Plan at the next Partnership Panel meeting in order to put forward STC comments. Cllr A Keeley as Partnership Panel representative for the council would attend the meeting.</p>	
9.	<p><u>Reports from Borough Councillors</u></p> <p>There were no reports from the Borough Councillors.</p>	
10.	<p><u>Town Councillors reports on meetings attended on behalf of the Council</u></p> <p>Cllr D Keeley reported that he had attended the Tarmac meeting which gave information regarding the new plant site which they were awaiting planning approval. If approved work would commence as soon as possible with an anticipated completion by November 2018.</p>	

	<p>Cllr P Hickmott advised that he had attended the Twinning meetings and advised that the leaving reception for the French visitors would take place on Monday 7 May 2018 and asked Councillors to e-mail the CEO if they would attend so that catering arrangements could be made.</p>
11.	<p><u>To receive details of cheques signed since the last Council Meeting</u></p> <p>A list of cheque payments, direct debits and transfers into reserve account from 19th March 2018 to 24 April 2018 totalling £100,713.13 was given to each Councillor.</p> <p>A transaction of £243.60 was queried and the CEO advised that this was an annual subscription paid for Human Resources advice.</p>
12.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reminded the Committee that TMBC were holding a networking event in the Moyeuve-Grande on 9th May 2018 at 6.15pm to discuss GDPR and requested that Councillors attend in order to gain information and to show support to TMBC. She requested that Councillors advise if they were able to attend.</p> <p>The CEO advised that TMBC had removed the transitional relief from the Cemetery council tax bill and she was now awaiting their recalculation which could be higher than previously as it would be backdated to last year. The CEO will report back on this item and apologised for discussing this under her CEO report and not at the next item.</p> <p>The CEO distributed a list of the new committee meeting dates from May to December and requested that Councillors advise her if any dates were not convenient so that they could be re-arranged.</p>
13.	<p><u>To receive an update on the high increase on Non Domestic Rates Bill for the Cemetery</u></p> <p>This item was discussed under the CEO's report.</p>
14.	<p><u>To receive a report on the high level business plan and funding options appraisal for the MUGA and consider the future funding for the project – Appendix 1</u></p> <p>The Chairman began by asking the Committee if they had any questions or comments.</p> <p>Cllr P Hickmott began by stating that:</p> <ul style="list-style-type: none"> • The MUGA was currently a 'white elephant' and not fit for purpose; • Children did not play football on it as it was not safe; • It was originally installed for tennis but tennis was not regularly played on the surface; • It is currently underutilised; • Currently parents travel to Kings Hill during the winter months for football training and this causes difficulty for parents who do not drive; • Money will need to be spent on current surface repairs in a few years' time.

Cllr Hickmott stated that the Council needed to provide all types of facilities for the community and that, according to the high spec business plan, this was a deliverable project.

He also stated that as we had sufficient funds in our reserve accounts that this project should go ahead.

Several questions were asked from members of the Committee:

How will we ensure the facility is utilised?’ - Cllr Hickmott replied that the new surface would be used by members of the Snodland Town Football Club (STFC) and other sports groups, schools and residents.

How would children and other members of the public be kept out of the area? – The CEO suggested that netting could be attached to the top of the fencing in order to keep the area secure. The CEO also advised that the facility would need to be managed by a caretaker and this cost was included in the business plan. She emphasised that only STC members of staff would hold keys to the facility.

Lighting – It was suggested that the lights could be run by a slot meter with a token during the winter months. If groups over-ran on their allocated time they could be charged an additional cost but it was suggested that if managed properly group time slots should be managed efficiently.

Income and expenditure – It was reported that STFC would generate a yearly income for the regular hire of the facility. Also, other local clubs/groups from surrounding areas would use the facilities. The CEO also advised that as it would be a smaller sized pitch, the charges would be slightly cheaper and more competitive compared to bigger facilities (Kings Hill). The CEO also advised that a sinking fund should be put in place (which would initially come out of the budget) for maintenance and repair costs of the 3G surface.

Cost of the 3G pitch - The CEO advised Surfacing Standards have indicated that costs for the work required would be in the range of £45K to £50K.

Brushing machine – The CEO advised that the brushing machine would need to be purchased to brush the 3G surface on a weekly basis and this would be an additional cost.

Maintenance costs – The CEO advised that maintenance costs were approximately £3,000 but she had a contact who would be able to provide a more competitive quote.

The Chairman asked the Committee to vote.

For – 4
Against - 0
Abstained – 8

0374

RESOLVED – to replace the existing MUGA surface with a 3g surface using funds from our reserve account and to appoint a Project Manager to begin work on the 3G pitch at the MUGA.

15.	<p><u>Correspondence</u></p> <p>The CEO advised that she had received an e-mail regarding the M20 Junction 3 to 5 Smart Motorway project which was originally scheduled to start in March but will now start in May. She advised that she would e-mail a copy to the Councillors for their information.</p> <p>Concerns were also raised regarding costs incurred due to the previous installation of the storage/works area at J4 which had closed after the bridge widening but has now been reopened for the Smart Motorway work.</p>
	<p>THE COMMITTEE HAS AGREED</p> <p>That in view of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.</p>
16.	<p><u>To consider and accept the new salary rates for 2018 and 2019 from the National Joint Council for Local Government Services</u></p> <p>It was pointed out by a Committee member that in the minutes of the Policy and Resources meeting held on 5th April 2018, that the recommendation only related to Staff Appraisals and did not relate to staff timesheets. The Chairman of the Policy and Resources Committee advised what was discussed so that a decision could be made whether to carry out staff appraisals. The CEO advised that she currently carried out appraisals to members of staff on an informal basis as site staff, especially, found this easier than on a more formal basis.</p> <p>Members of the Committee agreed that the appraisal system was important for both staff member and employer to receive constructive feedback and that after the appraisal, the form should be dated and signed by both parties and kept on record. It was</p> <p>0375 RESOLVED – that the old form should be cancelled and that a revised form be produced to carry out future yearly appraisals for staff.</p> <p>The CEO advised that the 2018 – 2019 salary award had been received from the National Joint Council for Local Government Services and advised that this figure was covered in the budget. The Committee</p> <p>0376 RESOLVED – to increase salaries in accordance with the pay scales and wages backdated to 1st April 2018.</p>

There being no other business, the meeting closed at 8.29pm.