

**SNODLAND TOWN COUNCIL****2 AUGUST 2018**

Committee Members present:	Cllrs Mrs D King (C), Mrs S Bell (VC), M Sawkins (Dep VC), Mrs B Brown (Sp Advisor), Mrs D Crook, Mrs L Downes, B Garlick, P Hickmott, A Keeley, D Keeley and D Purl
Council Members present:	Mrs K Sowten (CEO) and Miss E Jones
Members of the public:	Kent Police Youth Engagement Officer and other member of the public

1.	<p><u>Apologies for absence</u></p> <p>Apologies were received from Cllrs Mrs B Keeley, J Minter, Mrs N Misy, Mrs K Mordecai-Woolf, Mrs S Hohler and PCSO R McMillan.</p>
2.	<p><u>Declaration of Interest</u></p> <p>Cllrs Mrs D Crook and P Hickmott had both received cheques which were documented on the cheque list.</p>
15.	<p><u>To consider points raised by Tonbridge and Malling Community Safety Unit with regards to cycling facilities in Snodland</u></p> <p>The Chairman proposed that item 15 be brought forward in order for discussions to be carried out with the Youth Engagement Officer regarding cycling facilities in Snodland.</p> <p>The CEO advised the Committee that following the carnival, she had spoken to the local PCSOs to report serious cycling incidents which occurred during the carnival parade. She advised that the cyclists were weaving in and out of the HGVs of the parade and also grabbing on to the back of the vehicles. Similar complaints had also been received from local residents advising that youths were cycling dangerously towards moving vehicles. Subsequently the PCSO's information was passed on to the Youth Engagement Officer (YEO) who then carried out visits to the youths involved and their parents.</p> <p>The YEO reported that she had spoken to a small group of teenagers regarding the incidents but she suspected that there were more teenagers involved. After discussions with the teenagers and their parents, it was requested that the YEO speak to the Committee to put forward a proposal to obtain land which could be used to carry out cycling activities or a youth facility in order to keep them occupied.</p> <p>The YEO explained to the Committee that she had been working as YEO in Snodland for 3 months and was not familiar with the area so she had asked PCSO McMillan to take her around the town to assess what facilities were available for teenagers. She commented on the amount of open space that was available in Snodland but advised that there didn't seem to be an area suitable for older children to carry out their cycling activities. She also advised the Committee that she had only spoken to 7 children and their parents and said that the group total consisted of about 40 youths. Upon speaking to the children and</p>

	<p>some of the parents, they stated that there was not a suitable area for children to carry out their cycling skills and asked whether the Council would be in a position to allocate a piece of land suitable for a cycle/skate park/youth facility?</p> <p>She asked the Committee if they had any questions and comments:</p>	
	Q	A Councillor commented that it seemed that by giving resources for a facility for the teenagers, it would be condoning their behaviour instead of being dealt with more firmly.
	A	The YEO replied that she had come across these types of instances on a couple of occasions and said that it was only a small group of youths from Snodland itself causing the problems. She acknowledged that Snodland have great facilities for younger children but she advised that if the Council were to build an area for older children, many future generations would benefit from it.
	Q	A Councillor asked what facilities did the YEO think would be suitable?
	A	The YEO advised that a ball court or a skate park were good suggestions but advised that it would be better for the Council to carry out a questionnaire at the secondary school asking pupils to put forward their ideas to get them involved with their local community's facilities.
	Q	<p>A Councillor advised that a skatepark was built on the land that was located opposite the Cemetery on Cemetery Road many years ago but was subsequently vandalised and removed and whether this land could be an option? The CEO advised that this piece of land was not owned by STC and was currently being utilised as a car park for the fishermen who use Woodlands Lake.</p> <p>A Councillor stated that more recently a proposal was made to install another skatepark but unfortunately the Council could not obtain funding for the project and it was not carried out.</p>
	A	The YEO agreed that funding was difficult to obtain. She suggested approaching the Holborough Lake developers for funding but was told by a Councillor that all their funding had been spent.
	Q	<p>A Councillor advised that contributions from developers had been earmarked or spent and stated that STC had not got the funding for such a big project.</p> <p>Another Councillor commented that a lot of the youths causing the trouble who attended Holmesdale School did not live in Snodland and by installing a teenager facility could encourage teenagers from neighbouring villages to cause further problems to residents.</p>

		The Chairman advised that she could not think of a suitable area for the project – She advised that Nevill Park would be the most suitable area as it is located away from residential housing but the park gets very water-logged. She advised the YEO that if a suitable area could be located and funding was available the Council would happily support the project.
	A	The YEO stated that she just wanted to bring this idea to the Council's attention.
	Q	Another Councillor pointed out to the YEO that a 3G pitch was being installed for the Autumn, a ball park and sports fields were available at Potyns. He asked if the YEO to show him an example of an area that she thought would be suitable.
	A	She advised that a stretch of tarmac would be ideal for the teenagers to carry out their tricks on their bikes.
	Q	A Councillor commented that the teenagers concerned would not appreciate a youth facility as they seemed to enjoy the thrill of cycling towards vehicles and needed to be punished accordingly or a serious accident would occur.
	Q	A Councillor stated that she thought there was a skatepark at Kings Hill but the YEO was not aware of it.
		The Chairman thanked the YEO for her help in this matter and she left the meeting.
3.		<p><u>Report from Neighbourhood Police Team</u></p> <p>There were no members of the Police team present but the CEO advised that PCSO McMillan had reported that there had been a spate of vehicles which had been broken into at Holborough Lakes. A crime report was distributed to the Committee for their information.</p>
4.		<p><u>County Councillor's Report</u></p> <p>The County Councillor was unable to attend the meeting and the CEO read out her report which she had sent:</p> <ul style="list-style-type: none"> <li>• <b>Kent Holiday Activities</b> – KCC along with its partner agencies are offering a wealth of activities across the county this summer;</li> <li>• <b>The Big Conversation</b> – was in its final 2 weeks of consultations on rural transport which ends on 8<sup>th</sup> August 2018 - 1500 responses to the questionnaires have been received to date. Questionnaires are available online at <a href="http://www.kent.gov.uk/bigconversation">www.kent.gov.uk/bigconversation</a>;</li> <li>• <b>Speed limits and Crossing</b> – Progress is being made to rationalise the speed limits on the A228 so that they are all 40 or 50mph, consistent with speeds on the rest of the strategic route. Speed strips have been placed at the beginning and the end of the A228, of which the data will be used</li> </ul>

	for the implementation of the crossing. Speed checks will also be carried out along the A228. Medway Council are also working closely with KCC.	
	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.	
5.	<u>Questions from the public (<i>Members of the public are advised that they may speak for up to three minutes</i>)</u>  There were no questions from the member of the public.	
6.	<u>Chairman's Announcements</u>  The Chairman reported that the recently litter picks were a big success and a huge amount of litter was collected from Nevill Park and Willowside. Another litter pick will be arranged for another date in the near future.  The Chairman also advised the Committee of the recent visit from Chris and Gabs, who cycled from Manchester and camped in Potyns Sportsground, Snodland. They were planning to cycle through 67 countries in order to raise funds for the prevention of breast cancer. Thirty pupils from Snodland Church of England PS met the couple and asked many interesting questions about their 5-7 year cycling tour.	
7.	<u>To resolve that the Minutes of the Council Meeting held on 14 June 2018 are a correct record (pp 17 - 22)</u>	
0416	<b>RESOLVED</b> – that the Minutes of the Council meeting held on 14 June 2018 were agreed as a correct record.  Signed .....	
8.	<u>To receive reports and consider recommendations of Council Committees</u>	
8.1	<b>Special Meeting – 3G Tender Report Analysis</b>	27 June 2018 (pp 23)
	The Chairman asked Cllr D Keeley to report on this meeting. He advised that the higher grade grass was chosen.	
8.2	<b>Policy and Resources</b>	5 July 2018 (pp 24 – 26)
	The Chairman, Cllr D Purll gave a report on the Policy and Resources meeting held on 5 July 2018. There were no recommendations.	
8.3	<b>Amenities and Recreation</b>	12 July 2018 (pp 27 – 30)
	The Chairman, Cllr D Keeley gave a report on the Amenities and Recreation meeting held on 12 July 2018. There were no recommendations.	
8.4	<b>Planning and Environment</b>	19 July 2018 (pp 31 – 32)
	The Chairman, Cllr P Hickmott gave a report on the Planning and Environment meeting held on 19 July 2018. He reported that there was one recommendation for planning ref <b>TM/18/01644/FL, The Bull PH, 1 Holborough Road</b> – We will continue to object to parking and loading at the Bull as we are sure that it will	

	<p>cause numerous problems for motorists and pedestrians alike in the future and we need to ensure that our residents are completely aware that the Council strongly objected to its proposal and will continue to campaign to get it altered when the problems arise.</p> <p>The CEO advised that she had gathered all the planning applications made by the Co-op in order to verify each request. She advised the committee that it will be a complete supermarket and would trade until 4.00pm on Sundays. She also advised that she would re-iterate the position regarding the loading and deliveries to the TMBC planning officer.</p> <p>Cllr P Hickmott queried whether application <b>TM/17/01424</b> went to an Area 3 meeting and a Borough Councillor confirmed that it had not.</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><b>Carnival</b> – Cllrs P Hickmott, Mrs D King, Mrs S Bell, Mrs D Crook, Mrs L Downes, A Keeley, B Garlick and D Keeley</p> <p><b>Litter picks</b> – Cllrs Mrs D King, P Hickmott, M Sawkins, Mrs L Downes and D Keeley</p> <p><b>Mending of Heras fencing at Nevill Park</b> – Cllrs M Sawkins and Mrs D King.</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 15<sup>th</sup> June 2018 to 1<sup>st</sup> August 2018 totalling £70,334.60 was given to each Councillor. Several payment queries were asked for the CEO to clarify:</p> <ul style="list-style-type: none"> <li>• Cheque no 17851 – was made payable to Cllr Mrs D Crook for catering services;</li> <li>• Cheque nos 17853 and 17861 – were made payable to Cllr P Hickmott for supplying an outside tap at the Council offices and for supplying the ale at the Twinning Reception;</li> <li>• Cheque 17830 – was for loam for the cricket meadow (purchased yearly);</li> <li>• Cheque 17831 – was for repairs to site equipment.</li> </ul>
12.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO gave a report on the following topics:</p> <ul style="list-style-type: none"> <li>• The CEO advised the Committee that an A3 report of all streetlights had been produced and would help Councillors to give feedback to residents if they received any queries regarding faulty streetlights.</li> </ul> <p>Any queries/snagging problems would be reported back to the maintenance contractors to chase up;</p> <ul style="list-style-type: none"> <li>• The CEO reported that the 5-a-side tournament went very well although</li> </ul>

	<p>there were some parking problems which have been re-iterated to the Football Club. Not much can be done to alleviate the parking but the Football Club will give advance warning notices to residents;</p> <ul style="list-style-type: none"> <li>• She advised the Committee that she had had a preliminary meeting with the Event Co-ordinator and he would supply a cost of his range of services;</li> <li>• 3G work has started on the MUGA and will be open for business during the 1<sup>st</sup> week of September;</li> <li>• The play equipment at the Recreation ground and Nevill Park has now been completely installed but unfortunately there have been a few issues with the contractor which the project manager is sorting out;</li> <li>• The CEO advised that she attended the welcoming of Chris and Gabs cycling tour along with the office staff and informed the committee that they could track the couple's progress online;</li> <li>• The CEO advised the Committee that an informal talk on the management of Holborough Marsh Nature Reserve had been arranged for the next Amenities and Recreation meeting which was scheduled for <b>Thursday 6 September 2018</b> – a date could then also be arranged for individuals to walk around the marshes if they wished;</li> <li>• An e-mail has been received advising that the Borough Council's Overview and Scrutiny Committee is currently undertaking a review of the provision of public conveniences. They would welcome the Council's views on this and the topic will be added to the Amenities and Recreation Agenda on <b>6 September 2018</b> as responses needed to be provided by <b>7 September 2018</b>. The CEO will e-mail further information prior to the meeting and asked Councillors to chat to residents, before the meeting, in order to get their feedback on this topic;</li> <li>• The CEO advised that she had received a letter from the Council's solicitors asking if the Council would consider assigning the current lease of the Medical Practice to another company who are based in Jersey. She explained to the Solicitor that this would need to be discussed as an agenda item at the next Policy and Resources meeting on 30 August 2018. <b>RECOMMEND</b> – that further information be sought from the Medical Practice as to why they have requested this?</li> <li>• The CEO asked if 3 Councillors, including the Chairman of Planning, to stay behind after the meeting to look at 3 planning applications.</li> </ul>
13.	<p><u>To consider and comment on response from Tonbridge and Malling Borough Council regarding the disabled access to Leybourne Lakes Country Park</u></p> <p>Following the presentation given regarding the disabled access to Leybourne Lakes Country Park at the last Amenities and Recreation meeting, the CEO wrote to the Leisure Services Manager at Tonbridge and Malling asking for his comments.</p>

	<p><b>RECOMMENDED</b> – Councillors felt that the response from TMBC had completely missed the point that had been made and suggested that Cllr Mrs S Bell speak to the officers in the Leisure Services Department to reiterate the problems that are experienced by disabled people.</p>
14.	<p><u>To consider and agree installation and running costs for card payment options in the Council Offices</u></p> <p>The CEO advised the Committee that a card payment system should be introduced in the office in order to give customers an up-to-date payment option. The CEO advised that there were 2 options:</p> <ol style="list-style-type: none"> <li>1) Card machine – Chip and pin</li> <li>2) Online Virtual Terminal (payments can be taken over the phone and via the office)</li> </ol> <p>The CEO advised the Committee of the monthly costs and transaction fees for debit and credit cards.</p> <p>The contract length would be 12 months for Barclays and 30 days for World Pay.</p> <p>Both systems are secure.</p> <p><b>0417</b> <b>RESOLVED</b> – to initially appoint World Pay Online Virtual Terminal.</p>
16.	<p><u>Correspondence</u></p>
	<p><b>THE COMMITTEE HAS AGREED</b>  <b>That in view of the business to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw</b></p>
17.	<p><u>CEO's Annual Appraisal and salary review</u></p> <p>Mrs K Sowten and Miss E Jones left the meeting for the Committee to discuss the CEO's annual salary increase.</p> <p>Cllr Mrs King had carried out the CEO's annual appraisal and reported to Councillors. All agreed it was a good appraisal.</p> <p><b>0418</b> <b>RESOLVED</b> - to accept the appraisal and 2 point pay increment increase based on exceptional hard work over the last 2 years, which should have been recognized last year. This was overlooked as no appraisal was carried out the previous year due to the death of Cllr Miss Moloney.</p>

There being no other business, the meeting closed at 8.50pm.