

SNODLAND TOWN COUNCIL**26 OCTOBER 2017**

Committee Members present:	Cllrs P Misy (C), Mrs D King (VC), Mrs S Bell, Mrs B Brown, Mrs D Crook, Mrs L Downes, B Garlick, P Hickmott, A Keeley, D Keeley, D Purll, M Sawkins and J Minter.
Council Members present:	Mrs K Sowten (CEO) and Miss E Jones
Members of the public:	Mr P Rimmer and Cllr Mrs S Hohler (KCC)

1.	<p><u>Apologies for absence</u></p> <p>Apologies were received from Cllrs Mrs B Keeley and Mrs K Mordecai-Woolf.</p>
2.	<p><u>Declaration of Interest</u></p> <p>There were no declarations of interest.</p>
3.	<p><u>Report from Neighbourhood Police Team</u></p> <p>The Neighbourhood Police Team were not present at the meeting but crime information obtained from the Kent Police website for September and October was distributed to each Councillor. The CEO reported that Snodland is back to one PCSO due to the other PCSO being deployed in another area.</p> <p>A question was raised if a cause of the Holborough Fire had been determined. It was reported that this was still being investigated.</p>
4.	<p><u>County Councillor's Report</u></p> <ul style="list-style-type: none"> • Cllr Mrs S Hohler reported that HGV's continued to drive up Hollow Lane even though signs had been erected to alleviate this problem. She said that she would continue to get this problem under control. Cllr Mrs S Bell thanked Cllr Hohler for all her help with this matter. • Cllr S Hohler advised the Committee that the resurfacing work in Dryland Road was a matter of work-in-progress. • She reported that due to fast traffic flow coming off the A228 and entering the BP garage and vehicles exiting the Holborough Lakes estate and turning right into the BP garage at the same time, there had been several near misses reported. In view of this, it has been suggested an island be erected so that the two way traffic be controlled safely. • She reported that progress had been made towards installing a controlled toucan crossing at the junction of the Holborough Lakes on the A228. She will continue to support this and has indicated that her entire members grant could be used to help finance it. • Mrs Hohler advised that she had not received any information regarding the cause of the fire at Holborough Lakes as it was still too soon but reported that the response times from the fire brigade were very fast due to the quick access over the new bridge. She also commented on the great response received from members of the public donating clothes and furniture to the victims of the fire.

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 member of the public.</p>	
6.	<p><u>Chairman's Announcements</u></p> <p>The Chairman announced that November would be a busy month for STC events: Firework Display, Remembrance parade and Christmas in Snodland and requested that Councillors be available to help. The CEO asked if Councillors would be able to assist with road closures for the Remembrance Parade as there were less volunteer marshals this year.</p>	
7.	<p><u>To resolve that the Minutes of the Council Meeting held on 11 September 2017 are a correct record</u></p> <p>0314 RESOLVED – that the Minutes of the Full Council Meeting held on 11 September 2017 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	Amenities and Recreation	2 October 2017 (pp 48 - 49)
0315	<p>Cllr D Keely reported 2 recommendations:</p> <p>RESOLVED – Item 8 – that Councillors be asked to show their commitment for STC events to ascertain if any extra assistance would be required.</p> <p>Item 9 – The CEO reported that she is awaiting comments from the cricket club.</p>	
8.2	Planning and Environment	19 October 2017 (pp 50 – 52)
	<p>Cllr P Hickmott reported one recommendation:</p> <p>Item 7 – Phase 9 Parking review – Please refer to Item 17 on this agenda.</p>	
9.	<p><u>Reports from Borough Councillors</u></p> <p>Cllrs Mrs S Bell attended the Smart Motorway exhibition and the Tarmac meeting. Cllr D Keeley also attended the Tarmac meeting. Both reported that a new plant was to be constructed in place of the existing plant which would be much more efficient and quieter. Full minutes of the Tarmac meeting can be seen on file.</p>	
10.	<p><u>Town Councillors reports on meetings attended on behalf of the Council</u></p> <p>The Smart Motorway Exhibition was attended by Cllrs P Misy, Mrs L Downes and Mrs S Bell. It was reported that this was a very interesting exhibition and the Committee were advised that the collapsed footbridge may be programmed to be re-constructed at the same time as the motorway widening to alleviate disruption.</p> <p>Parking meeting with TMBC was attended by Cllrs P Misy, P Hickmott and D Purll. The meeting was to discuss parking issues in Snodland.</p>	

	<p>Partnership meeting was attended by Cllrs Mrs S Bell and D Keeley.</p> <p>Cllr Mrs D Crook sorted out Christmas presents in the Devonshire Rooms with Miss E Jones.</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 11 September 2017 to 24 October 2017 totalling £44,140.68 was given to each Councillor. Various questions were asked which the CEO was able to answer.</p>
12.	<p><u>Report from the Chief Executive Officer</u></p> <ul style="list-style-type: none"> • The CEO reported that she attended a training course on Common Land, Village Greens and Rights of Way which was a very interesting day and gave her an insight into what can and cannot be done on common land; • She has also attended: a course on Effective Communication and Improved Performance, Fairer Funding seminar where she obtained useful tips and information on how to avoid funding applications going straight into the waste bin; • The CEO reported that Snodland CAP received a 'highly commended' award for 'the Most Improved Locality' at the National CAP Awards which was a great achievement; • The CEO informed the Committee that UK Power networks will be carrying out essential ground clearance work by their pylon in Nevill Park in November; • The CEO advised that the gas works in the High Street have been ongoing, however, as she understood from Kent County Council, these would be postponed again as the pipe that runs up the High Street towards Constitution Hill (which should have been replaced some years ago) has never been done. It needs to be completely renewed and will mean a future road closure. The CEO highlighted that once again, the Council had not been informed of the programme of works and that it was important that we were consulted with potential roadworks; • The CEO reported that temporary emergency repairs had again been carried out by SE Water in the High Street outside the Co-op. Once again, these were completed with a diversion into Queens Avenue from Holborough Road without any signage alerting drivers coming from Queens Road and High Street that the one way system was a temporary two-way traffic. <p>The CEO advised that she liaised urgently with KCC the following morning and as a result KCC suspended the complete repair of the surface until the correct signage and risk assessments were completed by Clancy Docwra;</p> <ul style="list-style-type: none"> • The CEO reported that she had met with a member of BT regarding the use of the land next to the Co-op for Christmas in Snodland and, unfortunately, they were not going to allow us to use their car parking area. Due to this unfortunate, last minute disappointment, an emergency meeting was held with TMBC to request permission to utilise the Rocfort Road car park as an alternative. TMBC agreed that this could be used and also agreed for us to use their electricity power from the streetlights;

<p>0316</p> <p>0317</p>	<ul style="list-style-type: none"> • • The CEO advised that she had attended a parish seminar which re-iterated that further savings were again the main focus for KCC. Further cuts would mean further reductions in services and on subsidised bus services to rural areas. The KCC consultation would be available online and would be e-mailed to all Councillors and were encouraged to give feedback and to also ask residents for their feedback - Maybe this could be advertised via Facebook? • Whilst at the Seminar, the CEO spoke to various contacts. Firstly about the crossing at Holborough and also about the more recent problems at the Constitution Hill/Birling Road Junction. It was agreed that they would discuss these issues with other engineers to get their opinion and ideas for a satisfactory solution; • The CEO advised the Committee that the order had been placed with KCC for the street lights. The structural report had also been received and forwarded to KCC for their technical opinion on the way forward for the 12 streetlights affected by the test; • The CEO reported that the ornate lanterns in the High Street were being specially designed by KCC; • The CEO reported that she had had a meeting with Mel Rayfield and a representative from Slatter regarding a 3G pitch being installed in the MUGA plot. This would incorporate the refurbishment of the existing surface of the MUGA with a replacement 3G pitch; RESOLVED - that this issue be discussed further at the next Amenities and Recreation meeting; • The CEO asked the Committee to consider producing a Town Council Newsletter to highlight local issues eg A228 at Holborough; • The CEO reported that the Cemetery storage unit had been broken into and items taken and she asked the Committee if CCTV should be installed? • The CEO has investigated the possibility of a secondary gate in front of the existing door to assist with security, however it was agreed that this would be ineffective. • RESOLVED - that equipment could be bolted to the floor or stored in a secure tool chest. The CEO to obtain quotes for CCTV and a tool chest.
<p>13.</p> <p>0318</p> <p>0319</p>	<p><u>To consider and if agreed accept the Insurance renewal for 2018</u></p> <p>The CEO reported that the renewal premium for the 2017 period of insurance is £10,530.27 compared to £9,927.50 for last year. This is due to the recent change in Ogden rates by the Lord Chancellor the insurers have had to make changes to their liability rating which is the main reason for the increase, plus the increase in Insurance Premium Tax.</p> <p>The CEO advised the Committee that currently the limit of indemnity for public liability is for £5,000,000 and it would be advisable to increase this to £10,000,000. This would cost £1,407.00.</p> <p>RESOLVED – to renew the premium for this year with a view to increasing to £10,000,000 in the future and to take advice from KALC and other parishes on their liability amount.</p> <p>The current Motor fleet policy insures the truck, tractor and 3 trailers. The new premium would cost £2,492.00. This seemed high so it was</p> <p>RESOLVED – that the CEO obtain further quotes from other companies and renew with the best options in the timescale available.</p>

14.	<p><u>To discuss Emergency Town procedures</u></p> <p>Due to the recent Holborough Fire, it was agreed to set up an Emergency Town Committee: The new Committee members are: Cllrs A Keeley, P Misy, P Hickmott, Mrs D King, Mrs S Bell, M Sawkins and Mrs D Crook. A first meeting will be arranged within the next few weeks.</p>
15.	<p><u>To consider nominations for KALC Awards 2018</u></p> <p>The CEO asked the Committee to put forward a worthy, local candidate for the 2018 KALC awards. This will be considered and nominations puts forward at the January meeting.</p>
16.	<p><u>To consider and agree gate closure times for Brooklands Lake Car Park</u></p> <p>The CEO reported that the electronic gate at Brooklands Lake Car Park had now been repaired and she asked the Committee if the opening and closure times should be changed in order to reduce the number of commuters illegally parking in the car park and taking SE Water employee spaces. The new hours would need to consider the new take-away business located in the car park. It would not affect SE Water employees as they all have an access code/fobs for the gates.</p> <p>0320 RESOLVED to introduce the new gate times of 8.00am until 11.00pm at Brooklands Lake Car Park and to erect signage of new times.</p>
17.	<p><u>To give feedback to TMBC relating to Phase 9 parking review</u></p> <p>This items was raised at the last Planning meeting and involved a resident being allocated double yellow lines due to disability. Since the review has been put forward, the resident no longer requires the double yellow lines.</p> <p>0321 RESOLVED There are currently significant parking problems in Snodland and the Councillors felt that it was unnecessary to increase yellow lines in this particular area.</p>
18.	<p><u>To discuss Councillors attendance and co-operation at Snodland Events</u></p> <p>The CEO reported to the Committee that she had updated the Snodland Fireworks Risk Assessment and was in the process of drafting an Event Plan. The CEO reminded Councillors that this was a Council event and their assistance with stewarding duties were required. Cllrs B Garlick, Mrs S Bell, J Minter and M Sawkins would not be available to help at the event.</p> <p>The CEO advised the Committee that neon exit signs would be erected at the firework display entrances and 3 attendance clickers would be used to obtain a better gauge on numbers attending the event.</p> <p>The CEO also recommended to Councillors that a security advisor come along to this year's event and report on the way forward for future years.</p> <p>0322 RESOLVED to enlist the services of a security advisor to report on the event.</p>

	<p>The CEO informed the Committee that the Lord Lieutenant of Kent, the Deputy Mayor and Tracey Crouch MP would be attending the Remembrance Parade on 12th November 2017.</p> <p>The CEO advised the Committee that Santa's Grotto had been assembled to assess the exact size and ease of assembling it for the Christmas in Snodland event on 25th November 2017. The CEO asked for volunteers to erect and decorate it on the morning of the event. Cllrs J Minter, P Misy and P Hickmott volunteered for the task of erecting the cabin and would need to assemble at 8.00am on Saturday 25th November 2017 in order for it to be built and decorated by 12.00 midday.</p>
19.	<u>Correspondence</u>
19.1	<p><u>Notice to attend KALC 70th Annual General Meeting Saturday 18 November 2017</u></p> <p>The CEO advised the Committee of the KALC 70th Annual General Meeting on Saturday 18 November 2017 which would take place at Ditton Community Centre. The event would start at 9.30am and lunch would be provided. Cllrs Mrs S Bell and A Keeley would attend.</p>

There being no other business, the meeting closed at 9.06pm.