

Snodland Town Council – Full Council Minutes

29 June 2023

Councillors in attendance:	Cllrs Ms D King (C), Mrs S Bell (VC), Mrs K Mordecai-Woolf (DVC) Miss V Lawrence, Mrs N Misy, A Bennison, Mrs D Crook, D Lettington, D Morgan, Mrs V Barker, Mrs J Ayers, D Morgan,
Other Council Members in Attendance:	Mrs K Sowten (CEO) County Cllr Mrs S Hohler
Others in Attendance	
Councillors Absent with apologies:	P Hickmott, W Mallard, G Miners
Councillors Absent without apologies:	
Other Apologies:	

1.	<u>Apologies for absence</u> See above.
2.	<u>Declaration of interests</u> None
3.	<u>Report from the Neighbourhood Police Team</u> Inspector Newman, the new Tonbridge and Malling Community Safety Unit Inspector introduced himself and reported on the new policing structure for neighbourhood policing and the reintroduction of Police beat officers. Inspector Newman reported on the issues in Snodland and the procedures that had been put in place. It was again reiterated that all crimes should be reported either online or by phone to 101 or if an emergency 999. A beat officer will endeavour to attend a council meeting once a quarter. The Town Council will again reiterate on their website and social media with reminders of how the police should be contacted.
4.	<u>County Councillor's Report</u> Cllr Hohler reported on the following – <ul style="list-style-type: none"> • Grants available for schools, parish and town councils relating to sports. • Concerns relating to the permissive footpath at the Tarmac site at Holborough House. The CEO advised that this would be discussed further under her CEO report. • KCC are opposing the cut proposed by the BBC to reduce the airtime on Radio Kent by 40%. • E-scooters are banned on trains. There are concerns regarding the safety relating to catching fire. • County Council will be removing the charge for taking household building waste to recycling centres. • A consultation will take place in July regarding closing or reduced hours at some recycling centres. • A consultation relating to increasing vehicle charging points within Tonbridge and Malling, mainly in car parks.

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	<ul style="list-style-type: none"> • The Kent minerals and waste local plan is consulting to extend the plan until 2039. • Explore Kent are promoting public rights of way with 6 new films including the Countryside code. • A recent audit reported that food waste in Kent was as high as 42% with a lot of the food still in its original packaging. • Police have been targeting safe speeds due to the increased number of speeding motorists. • National competition for good libraries, which KCC have won two of them. • Very short of special schools. – Councillors raised concerns regarding this with some children not getting places and being sent back to mainstream schools and asked what was being done. The CC advised that this was not her area and was dealt with by the cabinet member for education. <p>A Councillor will be sending an email requesting some assistance to put some pressure on KCC to look at cutting some areas at the approaches into Snodland which have been left and are now very unsightly, together with the painting of the bollards, street furniture and lampposts.</p> <p>A councillor asked about KCC's financial position and if Operation stack costs come out of KCC budget. CC confirmed it is covered by the Government. The Budget is still very tight with adult social services take about 60% of KCC's budget. Still having to make huge savings and some areas are under threat.</p> <p>A Councillor raised concerns regarding the overgrown verges. The Chairman advised that these can be reported on KCC website along with a number of other items for example potholes, streetlights, drains etc.</p>
5.	<p><u>Questions from the Public – None Present</u></p> <p>Pursuant to Standing Order 3 e & g Members of the public may make representation, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A member of the public shall not speak for more than 3 minutes.</p>
6.	<p><u>Chairman's Announcements</u></p> <p>Snodland Carnival this Saturday and expect to see councillors present. There will be a stand for the Town Council. Thank you to those who have been asked to carry out road closures. Help with clearing up at around 5pm would be appreciated.</p> <p>A litter pick will take place on Sunday at Potyns at 11am.</p> <p>Congratulations to Cllr Barker who has recently married.</p> <p>April Homer was awarded her British Empire Medal this week, congratulations to her.</p>
7. 1059	<p><u>To resolve the Minutes of the Annual Council held on 18 May 2023 (pp1-7) are a correct record.</u></p> <p>RESOLVED that the Minutes of the Annual Council held on 18 May 2023 (pp1-7) are a correct record.</p> <p>Signed</p>

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8.	<u>To receive reports and recommendations of Council Committees</u>	
8.1	Planning and Environment – 25 May 2023	(pp 8-9)
8.2	Amenities and Recreation – 1 June 2023	(pp 10-15)
8.3	Policy and Finance – 13 June 2023	(pp 16-19)
	<p>Several recommendations were put forward relating to the following –</p> <ul style="list-style-type: none"> to bring some investment options to the next meeting for the committee to look over and agree which option to go with. Cllr Ayers advised that she had some experience with investments and would be happy to assist. to move the concerns regarding the entrance and exit signs to the Amenities and Recreation Meeting. Cllr Lettington to draft an email to County Councillor Sarah Hohler regarding work on some of the areas and the street furniture. To set up a sub committee to review the 10 year Plan. A date has been set for this meeting. to arrange a meeting with the Chess Club, Chairman and CEO to discuss the proposed rent review. The CEO is waiting for a date from the Chess Club. 	
1060	<p>RESOLVED to accept quotation from Civil Engineer to carry out the Paddlesworth Road car park design and S278 works at £3950.</p> <p>A third quotation has been received for the fencing at Potyns. Quote A - £15376.68 Quote B - £16196.64 Quote C - £12266.00</p> <p>The CEO advised that she had been in contact with the fencing companies and in their experience two gates would be sufficient as not all footfalls enter and exit at the same time.</p>	
1061	<p>RESOLVED to accept quote C at £12266.00 for new fencing at Potyns Sportsground with the installation of two pedestrian gates. Request that they look at the fencing surrounding the existing playground at Potyns.</p>	
8.4	Planning and Environment – 19 June 2023	(pp 20)
9.	<p><u>Reports from Borough Councillors</u></p> <p>Cllr Bennison reported that he was mainly attending training. Cllr Bell – nothing to report.</p> <p>It was noted that there has been a change in political control since the election. The structure of the Borough Council has changed, the number of councillors has been reduced to 44 due to a change in the Boundaries.</p>	
10.	<p><u>Town Councillors reports on meetings, events and activities attended on behalf of the Council</u> - Councillors are reminded to only report on council related items.</p> <p>Cllr Barker - Participating in Mens mind walk across the Downs on Saturday 8 July 2023. Been supporting a local business with obtaining permission for his food trailer. The CEO advised the Councillor that they need to be mindful of giving the correct advice in relation to the laws when assisting local businesses. Attended training courses relating to Freedom of Information, Social Media, Finance for Councillors and Dynamic Councillor induction training.</p>	

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	<p>Cllr Bennison – Open Door Coffee stop at Christ Church. Cllr Lettington – Painted benches in the Cricket Meadow. Cllr Bell – Litter pick at the Recreation Ground, Attended Pilgrims View and presented Empathy dolls to the residents, carried out the draw for Holborough Hedgehogs raffle. Attended the opening of the Amphitheatre at Holmesdale. Cllr King – Litter pick at the Recreation Ground. Cllr Crook – Litter pick at the Recreation Ground. Cllr Lawrence – Attended Dynamic Councillor induction training. Cllr Misy – Attended the opening of the Amphitheatre at Holmesdale. Cllr Mordecai-Woolf attended Dynamic Councillor induction training and the opening of the Amphitheatre at Holmesdale.</p>
11.	<p><u>To receive details of Payments and transfers from 18 April 2023 to 21 June 2023 for Nat West Bank totaling £83103.78 and Unity Bank Payments totaling £10874.05 which includes BACS Payment lists pages 1556 - 1558, 1568- 1569, 1573, 1576 – 1578.</u></p> <p>Council members received details of payments and transfers prior to the meeting. A comment was made regarding the water bills at the allotments. The CEO advised that there had been a leak at Sloughfields and she was also currently investigating high usage at Birling Lands.</p> <p>A comment was made regarding the cost of the KALC annual subscription. The Chairman advised that this was used on a regular basis for advice.</p> <p>A comment was made regarding the Nat West Bank for £231.35. The CEO advised that this was several individual items on the credit card and a limit to the transaction detail that can be used.</p> <p>A comment was made regarding a transaction detail of wrong bank account. The CEO advised that we have a number of bank accounts and the wrong one was selected in the drop-down menu.</p>
1062	<p>RESOLVED To accept payments and transfers from 18 April 2023 to 21 June 2023 for Nat West Bank totaling £83103.78 and Unity Bank Payments totaling £10874.05 which includes BACS Payment lists pages 1556 - 1558, 1568- 1569, 1573, 1576 – 1578.</p>
12.	<p><u>To review and adopt the amended internal control procedures.</u></p> <p>The internal control procedures have been amended to recognize the new Councillor Audit program.</p>
1063	<p>RESOLVED to accept the amended internal control procedures.</p>
13.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported on the following –</p> <p>The Tree in Nevill Park which is resting on the wires, it was originally quoted but needs a cherry picker to gain access so original cost has now increased. Only one quote has been received to date, one other is currently being obtaining a price for a cherry picker, the third declined to quote. Another company has been suggested. The CEO will obtain further quotes and accept the best price.</p>

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<p>1064</p> <p>1065</p> <p>1066</p>	<p>RESOLVED to allow the CEO to accept the best price for work to the tree in Nevill Park that requires a cherry picker.</p> <p>Cllr Hickmott and Cllr Bennison and I met with Tarmac regarding the closing of the permissive path through Tarmac's car park to Holborough Park. This is due to Youths and ASB in and around the old mill house, climbing on the roof, forced entry, and attempting to start fires. All major Health and Safety issues for Tarmac. They have also been targeting the resident that lives next to the mill house and causing damage to his property. Tarmac have increased security in the area and installed new palisade fencing. Tarmac have agreed to investigate and install a new route into Holborough Park just to the North of their offices on the A228 (just before Cedars), along with upgrading the disabled access to the park further up the A228.</p> <p>Carnival Saturday as many helpers as possible please to show up at the carnival and spend some time on the council stall talking to residents about plans for the recreation areas in Snodland and asking them what they want to see. Also asking for volunteers to help at events, gardening, litter picking etc. we just need to get a database of interested helpers.</p> <p>As previously advised, numbers for the parade are dropping and this needs to evolve in future.</p> <p>Insurance renewal for the Kubota tractor – at £1,034.69, compared to the £1783.39 last year. Excellent saving and done through our existing broker. This was due on due 17/06/2023 and therefore needed to be accepted prior to Full Council.</p> <p>RESOLVED to accept then quotation for the renewal of the Tractor insurance at £1034.69</p> <p>The Maintenance team require a Hover Mower to enable them to mow the banks. The best price obtained for a commercial mower is £595.00.</p> <p>RESOLVED to accept the price of £595.00 for the purchase of a Petrol Hover Mower.</p> <p>The benches that we received as part of the KCC funding have all now been delivered, however due to staff shortages/illness, the installation of them may need to be outsourced.</p>
<p>14.</p>	<p><u>To receive an invitation for all councillors to attend the Churches together open-air service on Sunday 2 July 2023.</u></p> <p>Councillors received an invitation to the Churches together open-air service on Sunday 2 July 2023. This will be Father Peters final service prior to retirement. Cllr Bell and Cllr Barker will be attending.</p>
<p>15.</p> <p>1067</p>	<p><u>To confirm acceptance of an additional stand from Snodland Football Club to enable them to comply with the new league changes.</u></p> <p>The Chairman reported on a letter received from the Football Club relating to the new league changes required for them to comply with the requirements for promotion. These include a new stand. Council have previously always agreed that they would support any league requirements necessary for them to comply.</p> <p>RESOLVED to allow the new stand opposite the existing stand within Snodland Town Football Club ground.</p>

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16.	<u>Correspondence</u>
<u>THE COMMITTEE HAS AGREED 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.</u>	
17.	<p data-bbox="304 488 1075 517"><u>To discuss the lease relating to Brooklands Lake Cafe</u></p> <p data-bbox="304 539 1294 568">The CEO reported on several concerns relating to the existing tenant.</p> <p data-bbox="204 591 1461 696">1068 RESOLVED to carry out emergency electrical works at Brooklands Lake Café following the failure of the EICR and to accept immediate closure until the work is completed.</p> <p data-bbox="304 719 1302 748">The CEO reported on several requests from the proposed new tenant.</p> <p data-bbox="204 770 1509 844">1069 RESOLVED to allow a 2 year rent review in line with RPI, at Brooklands Café for the proposed new tenant.</p> <p data-bbox="204 844 1509 916">1070 RESOLVED to accept renewal of the 5 year lease on the proviso that the tenant has adhered to the lease conditions at Brooklands Café for the proposed new tenant.</p> <p data-bbox="204 916 1509 990">1071 RESOLVED that the rent increase put in place in April 2023 to remain at Brooklands Café for the proposed new tenant.</p>

being no other business, the meeting closed at 21:35