

SNODLAND TOWN COUNCIL

9 MARCH 2017

Committee Members present:	Cllrs P Misy (C), Mrs S Bell (VC), Mrs D Crook, B Garlick, P Hickmott, D Keeley, Mrs D King, Mrs K Mordecai-Woolf, J Minter, D Purll, M Sawkins
Council Members present:	Mrs K Sowten (CEO) and Miss Elinor Jones
Members of the public:	Cllrs S King (Borough Councillor), D Lettington (Borough Councillor) Mrs Sarah Hohler (KCC), Mr A Thompson (Co-op), Mr A Coleman (Instinctif Partners), Ms Michele Hobbs, Jill Randall, Mr R Kingsbury, Mr S Kingsbury, Jean Hanken, Gilda Waugh, Mr A Dunn and Wendy Dunn

1.	<p><u>Apologies for absence</u></p> <p>Cllrs Mrs B Brown, Mrs L Downes and Mrs B Keeley.</p>
2.	<p><u>Declaration of Interest</u></p> <p>There were no declaration of interests.</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>
3.	<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>A local resident, Michelle Hobbs, asked when the work for the new Co-op store located at the former Bull building, was due to be completed? The Chairman advised that this would be addressed in the presentation.</p>
4.	<p><u>Co-op – Presentation by Instinctif Partners on proposals relating to the Bull/Co-op</u></p> <p>The Chairman introduced Mr Andy Thompson, Planning Manager of the Co-op and Mr A Coleman from Instinctif Partners to the Committee and members of the public.</p> <p>Mr Thompson provided copies of plans for the proposed work to be carried out at the former Bull pub to create a bigger Co-op store for the residents in Snodland. Mr Thompson reported that customer research was undertaken in order to understand what their customers' preferences were and what they disliked. He explained that progress on the former Bull had been delayed due to a drainage problem in the car park which involved negotiations with Southern Water but advised that negotiations had now been resolved.</p>

Mr Thompson reported that the Co-op will be seeking planning permission for an additional extension and if this is approved he advised that the store could open at the end of the year or the beginning of 2018. He reported that the 2 smaller stores would close and the Post Office would relocate to the new store. Mr Thompson explained that the Bull site was approximately 3,000 sq ft which was comparable to the 2 current Co-op stores.

He explained that under the new plans, the floor space was increased by 50% which would provide a greater range of products and stock and provide a storage area. He reported that 58% of customers specified that a larger store was a good idea and 31% of customers specified that a larger store would encourage them to shop locally more frequently.

Mr Thompson went on to explain the plans to the Committee. He reported that 14 parking spaces would be created in the former car park of the building and a loading bay would be created for Co-op vehicles. He advised that the new extension would utilise the first floor of the building and this would be used for staff welfare facilities and storage – this has yet to be submitted to the planning department. He advised that the elevation plans on Holborough Road would remain in keeping with the architectural design of the original building.

Mr Thompson finished his presentation by reporting that £4,500 had been received by the community through the 1% cash back Co-op benefits and that £17,000 had been received by customers from the 5% cash back to spend in store.

Mr Coleman from Instinctif Partners explained that they will be carrying out engagement sessions with Co-op customers in-store to gather feedback and questions or concerns that they may have and report these back to the Co-op.

After the presentation, the floor was opened for questions:

What will be the Sunday opening times of the Co-op? Mr Thompson confirmed that due to the square footage of the new store, it will trade on Sunday hours from 10am to 4.00pm.

What will happen to the 2 vacant Co-op stores? Mr Thompson said that one of the stores may be used by Co-op Funeral Care but this was not confirmed.

Why aren't the same materials used for the Bull being used for the new extension? Mr Thompson replied that they had had lengthy discussions with a conservation officer in order to create a different look.

When will the customer engagement sessions begin at the stores? Mr Coleman confirmed that these sessions should begin at the end March or the beginning of April.

	<p>What road safety plans are in place to access the new Co-op as it is located on a busy crossroads?</p> <p>Mr Thompson confirmed that this matter was not originally deliberated with Kent Highways but confirmed that he would discuss the matter with the Transport consultant</p> <p>It was agreed that further clarification was needed on the Sunday opening hours and the usage of the 2 vacant stores. Mr Thompson agreed to look into these matters further and report back with further information.</p> <p>Cllr D Lettington expressed his views regarding the vacant stores and encouraged the Co-op to consider letting the properties to retail companies as he felt that this would be beneficial for the expanding region.</p>
	<p>What road safety plans are in place to access the new Co-op as it is located on a busy crossroads?</p> <p>Mr Thompson confirmed that this matter was not originally deliberated with Kent Highways but confirmed that he would discuss the matter with the Transport consultant</p> <p>It was agreed that further clarification was needed on the Sunday opening hours and the usage of the 2 vacant stores. Mr Thompson agreed to look into these matters further and report back with further information.</p> <p>Cllr D Lettington expressed his views regarding the vacant stores and encouraged the Co-op to consider letting the properties to retail companies as he felt that this would be beneficial for the expanding region.</p>
5.	<p><u>Report from the Neighbourhood Police Team</u></p> <p>No police report.</p>
6.	<p><u>County Councillor's Report</u></p> <p>Ms Hohler gave a brief report on KCC's annual budget. She reported that more money should be spent on Social Services. Half of the precept went towards that. 40% goes to Adult SS and 16.9% to children's SS. 3% goes on our roads. She reported that litter was a big concern as well as parking issues.</p>

	<p>She closed her report by answering several questions. The first question was regarding the number of pot holes in Snodland. She advised that pot holes should be reported via the KCC website and a photograph of the pot hole was also very useful.</p> <p>The Chairman thanked Ms Hohler and she left the meeting.</p>	
7.	<p><u>Chairman's Announcements</u></p> <p>The Chairman thanked everybody who attended the Litter Pick on Saturday 4 March 2017.</p>	
8.	<p><u>To resolve that the Minutes of the Council Meeting held on 26 January 2017 are a correct record</u></p> <p>0232 RESOLVED - that the Minutes of the Full Council Meeting held on 26 January 2017 be approved as a correct record and be signed by the Chairman.</p> <p>Signed</p>	
9.	<p><u>To receive reports and consider recommendations of Council Committees</u></p>	
9.1	Amenities and Recreation	15 February 2017 (pp 86-88)
0233	RESOLVED – Item 9 – the CEO has spoken to TMBC regarding the three points raised for the Proposal for Public Spaces Protection Orders in the Borough	
0234	RESOLVED – Item 11 - the CEO has spoken to TMBC requesting enforcement officers to be assigned to check the Rocfort Road car park and issue penalty notices to offenders. The CEO confirmed that they have been issuing tickets.	
9.2	Policy and Resources	23 February 2017 (pp 89-90)
0235	RESOLVED – Item 9 – that the interior and exterior of the Clocktower be inspected.	
0236	RESOLVED – Item 9 – that maintenance work be carried out to the small patch of grass and shrub surrounding the Clocktower.	
9.3	Planning and Environment	2 March 2017 (pp 91-92)
0237	<p>RESOLVED – Item 8 – to invite a Yoo Energy representative to the next planning and environment meeting on 13 April 2017 to advise the Council on the full details of this proposal. The CEO reported that she is waiting for confirmation of attendance.</p> <p><i>The Chairman suspended Standing Orders</i></p>	

10.	<p><u>Reports from Borough Councillors</u></p> <p>Cllr D Lettington reported that the Borough Council had set its council tax charges for the year. He also reported that there were no immediate plans to bring in car park charges for the Rocfort Road car park.</p> <p><i>The Chairman reinstated Standing Orders</i></p>
11.	<p><u>Town Councillors reports on meetings attended on behalf of the Council</u></p> <p>Cllr D Keeley – Attended the Partnership Meeting, the official opening of the Library and the litter pick Cllr D Purll – Attended the official opening of the Library Cllr Mrs D Crook – Attended the litter pick Cllr J Minter – Attended the litter pick Cllr Mrs K Mordecai-Woolf – Attended the opening of the Library and the litter pick Cllr Mrs D King – Attended the litter pick and helped the cubs litter pick Cllr P Hickmott – Attended the litter pick Cllr Mrs S Bell – Attended the Library opening and Partnership meeting Cllr P Misy – Attended the Library opening and the litter pick</p>
12.	<p><u>To receive details of cheques signed since the last Council Meeting</u></p> <p>Various questions were asked which the CEO was able to answer.</p>
13.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported that the Snodland Men in Sheds group have requested to use the redundant signal box at Snodland station. The Men in Sheds are a group of people who get together to carry out craft activities. A response is being awaited by the Medway valley rail partnership regarding the use of signal box.</p>
	<p>The CEO reported that the Arriva bus route has been extended to pick up and drop off at the train station and will not travel down the High Street. The timetable is to be changed in due course to coincide with the train times.</p>
	<p>The cost of the car parking at the station is reasonably priced at £3.00 during the week, £2 on Saturdays and £1 on Sundays. RECOMMEND - that residents be informed of the car park charges via the Snodland Town Council website and notice boards.</p>
	<p>The CEO gave all the councillors details of further council meetings to be held from May to September 2017.</p>
	<p>The CEO advised the committee that she had received information from the Independent Police Advisory Group asking for new members to volunteer to act as the 'eyes and ears' of the community and to work closely with them.</p>

	<p>Tonbridge and Malling Borough Council have set up a group and they will be meeting on 12 April, 5 July and 5 August at 6pm in the Council Offices in Kings Kill if anyone is interesting in becoming a volunteer.</p> <p>RECOMMEND - that the CEO send out more details to the councillors regarding this.</p>
	<p>The CEO reported that she had met with TMBC planners, building control and the conservation officer regarding the new lift and the disability facilities to be installed in the office. She advised that they had said that they did not envisage any problems. She advised that she had received all the quotes for the work to be carried out and would look at these in further detail and report back to the Policy Committee. She informed the Committee that she had received further funding from Sarah Hohler (KCC) and advised that Snodland Town Council would fund the refurbishment.</p>
	<p>The CEO advised that the new Mitsubishi truck had arrived and the old truck has been returned.</p>
0238	<p>The CEO reported that she had finally received the bill from KCC for the street lights and was now in a position to continue with Phase 4 which includes a further 22 lights to be replaced. She explained to the Committee that she would also like to replace the lights which had a concrete column but this would take her over the existing budget. She therefore requested that she use funds from the general reserves account in order to carry out the work. She would provide further details regarding this in the next Policy meeting.</p> <p>RESOLVED - that the CEO give further details at the Policy meeting to carry out further work on the streetlights which have concrete columns in order for funds to be authorised.</p>
14.	<p><u>Correspondence</u></p> <p>The CEO advised that UK Power Networks had written to Snodland Town Council requesting Councillors assistance in prioritising vulnerable residents in the event of an electrical power cut. Vulnerable Residents would need to register by completing a form so that help could be prioritised in the case of a power cut. These could be elderly people, residents who have medical problems such as dialysis customers. The CEO asked councillors to speak to residents while carrying out their canvassing duties.</p> <p>RECOMMEND - that leaflets be available at local coffee mornings, surgery reception and advertise the scheme on Facebook, Snodland Town Council website and the notice boards.</p>
	<p>There being no other business, the meeting closed at 8.40pm.</p>