

Snodland Town Council – Full Council

5 November 2020

Committee Members present:	Cllrs P Hickmott (C), Mrs S Bell (VC), Mrs D Crook, Ms A Barden, J Minter, Mrs S Shaw, A Bennison, Mrs D King, Mrs N Misy, J Butterfield and Mrs K Mordecai Wolfe and W Mallard
Council Staff present:	Mrs K Sowten (CEO)
Other Councillors Present:	Cllr Mrs S Hohler (KCC Member) and Cllr D Lettington (TMBC Borough Councillor)
Members of the public:	None

The following meeting was held remotely using Microsoft Teams.

1.	<p><u>Apologies for absence</u></p> <p>Cllr Mrs R Lettington (TMBC Borough Councillor)</p>
2.	<p><u>Declaration of interests</u></p> <p>None.</p>
3.	<p><u>Report from the Neighbourhood Police Team</u></p> <p>There were no representatives from the Neighbourhood Police Team, however the e-watch report had been circulated to each Committee member prior to the meeting. The CEO advised the committee that there had been a significant amount of anti-social behaviour occurring in Snodland and the police are dealing with this. There has also been a significant increase in anti social behaviour in the car park and cricket meadow. The CEO is making enquiries about the CCTV. Cllr Hickmott has spoken to CSU at Tonbridge and Malling and a dispersal order has been issued and the police are trying to identify the youths. It would also appear that not all of the youths are from Snodland</p>
4.	<p><u>County Councillor's Report</u></p> <p>County Councillor (CC) S Hohler gave a report and advised that:</p> <ul style="list-style-type: none"> • Consultation on budget for 2021/22 saw a huge online public response. It is still very difficult to close the gap and they are continuing to work on it; • Unaccompanied asylum seeking children entering Kent is still a challenge; • Free school meals – KCC have given almost 20,000 food vouchers to feed school children during half term; • There is a campaign called Kent Together which helps people in need. Helpline number is 03000 419292; • Government honours for people who have been very community minded and helpful during covid. Details and nomination forms are available on the Government website; • New lockdown introduced this week, the country parks and public rights of

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	<p>way will remain open. Community Wardens still working;</p> <ul style="list-style-type: none"> • Death registration online will continue, however births must be registered in person; • Libraries – 14 open in the district for select and collect only - Snodland not open. No fines will be issued for overdue library books; • If the public have essential need for Wifi an appointment can be made by telephoning the library; • Digital services available via an app called Libby by overdrive to access ebooks and audible books through the library; • Government planning consultation causing a lot of concern at KCC in relation to the increase in housing and overdevelopment in Kent; • Kent Countryside management team have been working hard putting in 93 new ponds over the last two years; • Over 4000 people have obtained free quotes through Solar together to see how much it would cost to install Solar panels on houses. <p>The CEO advised Cllr Hohler that she had not received a response from the Cabinet Member for Libraries. Cllr Hohler would speak to him next week and the CEO will send another email.</p> <p>Cllr Hohler thanked everyone and left the meeting.</p>
5.	<p><u>Questions from the public</u></p> <p>Pursuant to Standing Order 3e and 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> <p>There were no members of the public present.</p>
6.	<p><u>Chairman's Announcements</u></p> <p>Nothing to report and apologised for not attending the litter pick last Saturday.</p>
7. 0652	<p><u>To resolve the Minutes of the Full Council held on 17 September 2020 (pp 157 - 164) are a correct record</u></p> <p>RESOLVED – that the Minutes of the Council meeting held on 17 September 2020 were agreed as a correct record. These will be signed by the Chairman when he comes into the office.</p> <p>Signed</p>

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8.	<u>To receive reports and recommendations of Council Committees</u>	
8.1	Planning and Environment	8 October 2020 (pp 165 - 166) 29 October 2020 (pp 172)
	<p>Cllr Hickmott chaired this meeting and advised that there were no recommendations from the meeting held on 8 October 2020 and the minutes were agreed a true record.</p> <p>Cllr Hickmott Chaired this meeting and advised that there were no recommendations from the meeting held on 29 October 2020 and the minutes were agreed a true record.</p>	
8.2	Amenities and Recreation	15 October 2020 (pp 167 - 168)
	<p>The Chairman of the Amenities and Recreation Committee reported that there were two recommendations to consider price increases for Cemetery and other Amenities for 2021</p> <p>0653 RESOLVED to increase the Cemetery charges in line with RPI with effect from April 2021.</p> <p>0654 RESOLVED to increase the Amenity charges in line with RPI with effect from April 2021.</p> <p>The minutes of the meeting were agreed a true record.</p>	
8.3	Policy and Resources	22 October 2020 (pp 169 - 171)
	<p>The Chairman of the Policy and Resources Committee reported that there was three recommendations</p> <p>1. To re-assign the lease for the Medical Centre and for the lease to be signed and sealed at the next full council meeting. This is covered separately under Item 15.</p> <p>2. The renewal of the Councils Insurance policy. The CEO reported that renewal prices had been received from our Insurers. Our Broker has already gone back to them to check this is the best that they can do and they have confirmed this is the best premium they are able to get. There is a 5% increase on last year which considering the current situation and that there was a claim this year, the renewal has been invited at £13,812.56 compared to £13,154.81 last year.</p> <p>0655 RESOLVED to accept the annual insurance renewal premium of £13812.56</p> <p>3. To report on further developments relating to Public Conveniences. The CEO reported on the following</p> <ul style="list-style-type: none"> • The building has a rateable value of £4,050 with around £1,990 being paid each year; 	

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<p>0656</p>	<ul style="list-style-type: none"> • She also advised that the facility will be transferred with a restrictive covenant which states the building is only to be used as a public toilet. However, should the Town Council wish to change the use of the facility in the future there would be the opportunity to discuss the proposals with the potential to lift or amend the covenant. It is understood that this is the position outlined by the Council's Estates Manager at previous meetings. • The existing contractor used by TMBC for the cleaning has been contacted and will look at different costing options to see what may be viable. • Maintenance costs from TMBC are budgeted as a whole for all public conveniences and therefore no figure solely for Snodland was available. • The CEO is aware that a new steel door and frame had recently been fitted at a cost of £1500. This has already been vandalised. <p>Concerns were raised regarding the Covenant and the legal costs if the public toilets do not remain viable.</p> <p>RESOLVED to continue to consider financial implications before any legal negotiations with TMBC are entered into. This item will need to be resubmitted to Policy and Resources for budget purposes and additional information relating to insurance costs and cleaning costs.</p> <p>The minutes of the meeting were agreed a true record.</p>
<p>9.</p>	<p><u>Reports from Borough Councillors</u></p> <p>Cllr D Lettington – The Local Government Boundary Commission have written to TMBC regarding the sizes of the electoral wards in Tonbridge and Malling. Cllr Lettington will be strongly lobbying that the normal boundaries of Snodland are not altered.</p> <p>TMBC have received a negative letter from the planning inspector regarding the Local plan. They have concerns about the plan processes. Cllr Lettington will report back when further information is available.</p> <p>Cllr Mrs S Bell – An appeal has been raised regarding the KFC application at the Oast House</p> <p>Cllr A Keeley – Not Present</p> <p>Cllr P Hickmott – nothing to report</p>
<p>10.</p>	<p><u>Town Councillors reports on meetings, events and activities attended on behalf of the Council</u></p> <p>Cllr Mrs D Crook – litter pick Cricket Meadow Cllr Mrs A Barden – litter pick Cricket Meadow</p>

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	<p>Cllr Mrs D King – meeting with borough council joint standards committee, litter pick Willowside Cllr W Mallard – litter pick Cricket Meadow and Willowside Cllr Mrs S Shaw – litter pick Willowside Cllr Mrs S Bell – litter picking Hollow Lane and monitoring footpath between Tom Joyce and Holmesdale school. Also is monitoring the litter bins and reporting to TMBC. Cllr Mrs N Misy – has been monitoring and reporting the overflowing litter bins to TMBC Cllr J Butterfield – Nothing to report Cllr P Hickmott – litterpick Willowside Cllr A Bennison – litterpick Willowside and Cricket Meadow Cllr J Minter – litterpick Willowside and Cricket Meadow</p> <p>The CEO reported that Cllr Mordecai Woolf had been working incredibly hard throughout the Covid crisis at the hospital as well as continuing her normal full time job and commended her for this.</p> <p>The CEO also asked if at the next Litter pick an audit on the litter that is picked up could be carried out. This assists the Kent Community Alcohol Partnership.</p>
<p>11.</p> <p>0657</p>	<p><u>To receive details of payments and transfers from 28 August to 28 October 2020 2020</u></p> <p>A list of cheque payments, direct debits, transfers (to and from reserve accounts) and BACS payment from 28 August to 28 October 2020 £234084.74. The CEO clarified the follow queries</p> <p>RESOLVED - to accept the list of cheque payments, direct debits, transfers (to and from reserve accounts) and BACS payment from 28 August to 28 October 2020 £234084.74.</p> <p>One question was asked relating to the Ricoh payment for security Erasing. The CEO advised that this was when the old photocopier was removed and security erasing takes place for Data Protection requirements.</p>
<p>12.</p>	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported on the following:</p> <ul style="list-style-type: none"> • Changes to the Remembrance Day service. As per emails on the subject between councillors earlier in the week, there would no longer be a service or ceremony at the Cemetery. We would be concentrating solely on the wreath laying ceremony. Cllr Shaw and a member of staff will be marshalling to assist with Track and Trace. Cllr Mallard has also put a post on facebook to ask residents to stand on the doorstep at 11am for the 2 minutes silence. The

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0658	<p>CEO also requested assistance for someone to record the wreath laying service, Cllrs Mrs Barden and Mrs Misy to assist. The CEO also advised that the Clocktower clockface has been changed to red.</p> <ul style="list-style-type: none"> • A request from a resident for the council to back an idea for a doorstep carol concert. A one night only singing event. Council are happy to support this event. • Many years ago when the councils land title which was registered as a field of dedication with fields in trust for the Allotments and Recreation Ground, it was incorrectly recorded to include Catts Alley. This prevents any additions to the land registry for anything in Catts Alley (Grants of right of Way) this needs to be rectified immediately with the title deeds being sub divided. The legal costs for this would be in the region of £1100. <p>RESOLVED to instruct solicitors to complete the sub-division of title register to remove Catts Alley.</p> <ul style="list-style-type: none"> • TMBC have reopened their Community hub for the Clinically Extremely Vulnerable (CEV) who should contact the hub if they need help to access local support. Community hub will also be assisting CEV's without online access to register on the National Shielding Service system which will allow then access to priority online shopping slots and identify any support needs they may have. TMBC will not be providing food parcels (except in exceptional circumstances and will not be offering befriending services or prescription delivery but will be signposting them to local help. TMBC would like to know what support we will be offering. I have already contacted the Covid Community Group that was active before and they still have active volunteers who are willing to help. I have reposted the foodbank on the notice boards and website. The Councillors agreed that they were happy for our site staff to assist as necessary. A number of Councillors also offered their assistance.
13.	<p><u>To report on the response from TMBC regarding Holborough Lakes Parking</u></p> <p>Councillors have received a copy of the email sent to TMBC and their response. TMBC have no date as yet for when the parking review will take place. Cllr Lettington advised that the parking review in Snodland is not going to happen until after the reviews have taken place in Larkfield and Aylesford as there is insufficient officer time to complete all the parking reviews at once. Our parking review may not take place for at least another year. He also advised on the technicalities surrounding the yellow lines at Holborough.</p>
14.	<p><u>To consider a request for a painted rock trail in the Cricket Meadow</u></p> <p>The CEO outlined the request received from a resident to create a stone snake trail in the Cricket Meadow. It was felt that the Cricket meadow would not be a suitable location and suggested that this could be created around the perimeter of the enclosed play area in the Recreation Ground.</p>

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15.	<p><u>To sign and seal the licence of assignment between Snodland Town Council and PHP SPV Limited and PHIP Limited relating to Snodland Medical Practice</u></p> <p>The CEO presented the Council with the details of the proposed licence to Assign and advised that following the recommendation from Policy and Resources that the document had been checked and was identical.</p> <p>0659 RESOLVED for the Licence of Assignment be signed and sealed. Cllr Hickmott and Cllr Mrs Crook to go to the office to sign and seal the document.</p>
16.	<p><u>To receive an update on any progress relating to the re-opening of the Library</u></p> <p>Covered under the County Councillor report at Agenda Item 4</p>
17.	<p><u>Correspondence</u></p> <p>None</p>
	<p>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.</p>
	<p><u>CEO REPORT</u></p> <p>The CEO reported on staff levels in relation to work loads and updates on her CiLCA training.</p>

There being no other business, the meeting closed at 8.40pm.