

SNODLAND TOWN COUNCIL

8 DECEMBER 2016

Committee Members present:	Cllrs P Misy (C), Mrs S Bell, Mrs B Brown, Mrs D Crook, Mrs L Downes, P Hickmott, D Keeley, Mrs D King, Mrs K Mordecai-Woolf, D Purll, M Sawkins, D Lettington
Council Members present:	Mrs K Sowten (CEO) and Miss Elinor Jones
Members of the public:	PCSO Ross McMillan (Kent Police), Mr R Dod (Holborough Lakes Residents Association – HLRA), Mr D Carter (HLRA), Mrs J Naylor (HLRA) and Mrs R Lettington

1.	<u>Apologies for absence</u> Cllrs Mrs B Keeley, B Garlick, A Keeley, S King and Ms Sarah Hohler (KCC).
2.	<u>Declaration of Interest</u> Cllrs P Misy and Mrs D Crook - Item 13 cheque no 17325 and 17331 respectively.
3.	<u>Report from Neighbourhood Police Team</u> PCSO McMillan reported that crime was low in Snodland except for shoplifting crimes that had taken place in the Co-op and the M&S store. He also reported on the Speedwatch scheme which is being partly funded by KCC. The scheme involves using volunteers to monitor motorists speeding using a handheld gun. The information is then collated to produce relevant speed warning letters to be sent to the regular offenders. Residents from the Holborough Lakes estate are interested in the scheme but it is recommended that the Council also get behind the scheme. A minimum of 6 volunteers will be needed for the scheme to start. This scheme will be put on the Agenda for discussion at the Amenities and Recreation meeting in January 2017.
4.	<u>County Councillor's Report</u> A newsletter giving the County Councillor's update was circulated to the Committee members.
	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 speak for up to three minutes</i>)</u> Mrs Janet Naylor of the Residents Association of Holborough Lakes reported that the residents at Holborough Lakes were very keen for the Speedwatch Scheme to be put into place and she reported that there were many residents who would be interested in becoming a volunteer. PCSO McMillan recommended that the Town Council also get involved.

	PCSO McMillan explained that motorists who get caught speeding by a Speedwatch volunteer could not be convicted of a speeding offence but would receive speed warnings	
6.	<u>To elect a Vice-Chairman of the Council</u>	
0197	Nominations: Cllrs Mrs D King, P Hickmott and Mrs S Bell. RESOLVED - Cllr Mrs S Bell was voted to stand as Vice-Chairman of the Council.	
7.	<u>To elect a Chairman of the Planning Committee</u>	
0198	Nominations: Cllrs Mrs K Mordecai-Woolf and P Hickmott RESOLVED - The Chairman had the casting vote and Cllr P Hickmott was elected to stand as the Chairman of the Planning Committee.	
8.	<u>Chairman's Announcements</u>	
	Cllr P Misy thanked everyone for their help with the Firework night, the Remembrance Parade and Christmas in Snodland.	
9.	<u>To resolve that the Minutes of the Council Meeting held on 27 October 2016 are a correct record</u>	
0199	Cllr Mrs D Crook raised the issue that she was not absent from the last Council meeting and this will be looked into. RESOLVED - that the Minutes of the Full Council Meeting held on 27 October 2016 be approved as a correct record and be signed by the Chairman. Signed	
10.	<u>To receive report and consider recommendations of Council Committees</u>	
10.1	Amenities and Recreation	16 November 2016 (pp 59-61)
0200	RESOLVED that the CEO price up alternative equipment to be replaced in Nevill Park.	
0201	RESOLVED to accept the 1% increase and figures to be rounded to the nearest 50p.	
0202	RESOLVED that the CEO seek comparisons with other pre-school clubs in order remain competitive.	
0203	RESOLVED to accept the 1% increase for the new fees for Snodland Cemetery for 2017/2018 and to be rounded to the nearest 50p.	
10.2	Policy and Recreation	23 November 2016 (pp 62-63)
0204	RESOLVED that polling cards are to be distributed to residents for the by-election in January 2017.	
0205	RESOLVED that a new mulberry tree be planted in the cricket meadow to replace the tree destroyed in the hurricane of 1987.	
0206	RESOLVED - the CEO confirmed that she had spoken to TMBC to enquire what banking procedures they have in place for reserve funds. They confirmed that that they do have several bank accounts and Investment funds and the CEO will continue to source new bank accounts in the New Year.	

0207	<p>RESOLVED – To appoint new trustees for the 3 Charity Funds to replace the late Councillor Moloney:</p> <ul style="list-style-type: none"> • Cllr Mrs L Downes – John May Charity • Cllr Mrs K Mordecai-Woolf – Henry Peters Trust • Cllr Mrs S Bell – Clocktower Trust <p>The CEO will also be correspondent for all three charities and an authorised signatory.</p> <p>The CEO gave examples of John May & Henry Peters Trust Charities ability to provide help and assistance to members of the local community.</p>	
10.3	Planning and Environment	1 December 2016 (pp 64-65)
	<p>The CEO reported that TMBC had advised that street no 7's name chosen for Holborough Lakes had been changed from Holmes Gardens to Annes Gardens, in memory of the late Councillor Miss A Moloney.</p> <p>It was also suggested that the road named Sloman should also be changed to Chapman in memory of the late Councillor George Chapman.</p> <p>The CEO is to liaise with TMBC regarding the name of Chapman being given to one of the roads in Holborough Lakes.</p>	
	<i>The Chairman suspended Standing Orders</i>	
11.	<p><u>Reports from Borough Councillors</u></p> <p>Cllr D Lettington had been in contact with the Co-op regarding the opening of their new premises at The Bull public house. The reason for the delay is that the Co-op are experiencing problems with the drains and they are in contact with Southern Water regarding this.</p> <p>Rev'd Hugh Broadbent had approached Cllr Lettington to request assistance to help create a footpath leading from All Saints Church, through Churchfields and Holborough Marshes and leading alongside the new Bridge on the West Bank (Snodland side). This land belongs to Tarmac and they have been approached to create a permissive path. A response is being awaited.</p> <p>He reported that the speed sign has been situated on Malling Road which was funded by the County Councillor's Members Grant.</p> <p>He reported that he had been in contact with the Chamber of Commerce regarding the lack of projects being carried out in Snodland. Separately, a meeting has been arranged between the leader of the Borough Council and the CEO regarding the devolvement of funds from the Chamber of Commerce which have not been spent.</p> <p>Cllr Lettington reported that a By-election had been called and was concerned about the costs that would be incurred. The cost is estimated to cost around £8,500.</p>	

	<i>The Chairman reinstated Standing Orders.</i>
12.	<p><u>Town Councillors reports on meetings attended on behalf of the Council</u></p> <p>Cllrs Mr P Misy, D Keeley, Mrs B Keeley, Mrs L Downes, P Hickmott, Mrs S Bell, Mrs D Crook, Mrs D King and Mrs K Mordecai-Woolf all attended the Christmas in Snodland event.</p> <p>Cllr Mrs L Downes reported that she had attended the Allotments Advisory Committee and reported that the fence in the Birling Lands Allotment, which was being fixed by the Committee, had been completed.</p> <p>Cllr D Keeley reported that he had attended the Partnership Meeting.</p> <p>Cllr Mr P Hickmott reported that he had attended the funeral of the ex-councillor, Mr C Miners, and suggested that his name be put forward to the Borough Council for a future street name at Holborough Lakes in his memory.</p> <p>The CEO reported that the donations at the Christmas in Snodland event were, unfortunately, very poor this year. The countdown of the light switch on was also discussed and it was explained that the lights came on automatically and it was very difficult to carry out an exact 'countdown'</p>
13.	<p><u>To receive details of cheques signed since the last Council Meeting</u></p> <p>The list of cheque payments, direct debits and transfers into reserve account from 28 October 2016 to 30 November 2016 totalling £70,037.89. Various questions were asked which the CEO answered.</p>
14.	<p><u>To present details of the First Draft Budget</u></p> <p>Draft budget papers for 2017/2018 were distributed to the Committee.</p> <p>The CEO reported that a following a full council meeting held by TMBC on 1st November, Members resolve that from 1 April 2017 the section 136 allocation under the Scheme for the Financial Arrangements and the County Tax Support Grant will cease. This means a loss of funding of £64,377 to Snodland Town Council. At the same meeting, it was resolved to replace the Scheme of Financial Arrangements with Parish Councils with Scheme of Special Expenses. The introduction of Special Expenses will most affect Tonbridge residents (the non-parished area of the Borough) and should see a slight reduction in TMBC'S proportion of the Council Tax bill.</p> <p>The CEO reported that £15,000 has been allocated to the street light renewal project.</p> <p>Also, following a pre-budget meeting with the Chairman of each Committee, where the budget was scrutinised, based on the changes to this budget, it shows an increase in the precept from £256,224 to £287,482.</p> <p>The CEO informed the Committee that the 2017/18 tax base of 3543.42 had been confirmed by TMBC which meant an increase of £6.06 in council tax for Band D households. A list was distributed to the Committee showing the costings for other Bands.</p>

15.	<p><u>To receive nominates for the KALC Community Award Scheme</u></p> <p>The CEO asked the Committee if they had any names to be put forward for the KALC Community Award Scheme. She said that she was proposing to put a person forward for this who had served the community for approximately 30 years. She explained to the Committee that further background information was needed before the application is sent.</p>
16.	<p><u>To consider and if agreed accept proposals relating to funding to provide disabled access to the first floor of the Council building</u></p> <p>The CEO reported on the proposals to install disabled access to the first floor function rooms by installing an external lift near to the metal staircase. An indication of cost for the project has been received. Funding has already been agreed from Ms S Hohler (KCC) of £5,000. The Snodland Partnership have also agreed to donate £5,000. TMBC have also provided funding for the town centre via the Chamber of Commerce (which has not yet been spent) – and as local businesses would use the facilities, this could fall under that remit. The CEO to meet with TMBC to discuss this further. The remaining cost would come from the Council's repairs and renewal budget.</p> <p>0208 RESOLVED – to accept proposals for the disabled access to the first floor of the Council building.</p>
17.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported that the Smurfitt Kappa visit was cancelled again. Another visit will be organised in the New Year.</p> <p>The CEO informed the Committee that the last working day for the office would be Friday 23 December and would re-open on 3 January 2017. Skeleton office staff will check the post and e-mails on the 29 and 30 December 2016 and site will clear rubbish away that has gathered over the festive season.</p> <p>The CEO asked the Committee if anyone was interested in getting involved with a community based scheme called 'Mens Shed'. She explained that the scheme's objective is to encourage people to meet up and to get creative.</p> <p>The CEO finally reported that she had received a joint letter from KALC and KCC asking STC to participate in the Voluntary Support Warden Scheme. The aim of the scheme is designed to work alongside the Kent Community Warden Service and Local Councils. The aim is to improve the community and create resilient neighbourhoods allowing residents to enjoy a good quality of life.</p> <p>RECOMMEND that this be discussed further at the Amenities and Recreation meeting on 4 January 2017.</p>
18.	<p><u>Correspondence</u></p> <p>The CEO reported that she had received a letter from the Mayor of Tonbridge and Malling Borough Council thanking Snodland Town Council for the invitation to attend the Christmas in Snodland event.</p> <p>Also, a thank you letter had been received from the Heart of Kent Hospice regarding a donation raised by a Councillor's wife.</p>

There being no other business, the meeting closed at 8.47pm.