

Snodland Town Council – Full Council

17 September 2020

Committee Members present:	Cllrs P Hickmott (C), Mrs S Bell (VC), Mrs D Crook, Ms J Ayers, Ms A Barden, J Minter, Mrs S Shaw, A Bennison, Mr W Mallard, Mrs D King, Mrs N Misy, J Butterfield and Cllr Mrs K Mordecai-Woolf.
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>There were no apologies.</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 but the e-watch report is back up and running and had been circulated to each Committee member prior to the meeting. The CEO advised the committee that a Council member was assaulted while walking his dog.</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"> • at a recent Council budget meeting the members allowance and members grant were cut back. She also advised that due to the hot weather a high influx of asylum seekers had been arriving in Kent and the government gave assistance for this; • she enjoyed reading the new Snodland newsletter, particularly regarding the article on fly-tipping around Nevill Park Lake and agreed that fishing tutorials was an excellent idea to help educate young people to respect the countryside. She said that perhaps a community warden could assist with this? On a positive note, she advised the Committee that TMBC had the lowest incidents of fly-tipping in Kent; • she has contributed £1,500 towards the pump park. She advised that road safety is important and will request hi-viz jackets; • waste bins are full on railway footpaths; • Birling road into Birling and big lorries are getting stuck. Should have proper sat navs and monitoring will work with MPs in the future regarding this. <p>The CC sent her condolences for Peter Rimmer.</p>

Snodland Town Council – Full Council

17 September 2020

	Several questions were asked which the CC was able to answer.	
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>The Chairman did not have any announcements to make.</p>	
7.	<p><u>To resolve the Minutes of the Full Council held on 30 July 2020 (pp 135 - 147) are a correct record</u></p> <p>0639 RESOLVED – that the Minutes of the Council meeting held on 30 July 2020 were agreed as a correct record. These will be signed by the Chairman when he comes into the office.</p> <p>Signed</p>	
8.	<p><u>To receive reports and recommendations of Council Committees</u></p>	
8.1	<p>Planning and Environment</p>	<p>18 August 2020 (pp 148 - 149) and 10 September 2020 (pp 155 – 156)</p>
	<p>Cllr Mrs N Misy (VC) advised that there were no recommendations from the meeting held on 18 August 2020 and the minutes were agreed a true record.</p> <p>In the absence of Cllr Mrs K Mordecai-Woolf (C), Cllr Mrs N Misy (VC) advised that there were no recommendations from the meeting held on 10 September 2020 and the minutes were agreed a true record.</p>	
8.2	<p>Policy and Resources</p>	<p>27 August 2020 (pp 150 – 151)</p>
	<p>The Chairman of the Policy and Resources Committee reported that there were no recommendations from the meeting and the minutes were agreed a true record.</p>	
8.3	<p>Amenities and Recreation</p>	<p>3 September 2020 (pp 152 – 154)</p>
	<p>The Chairman of the Amenities and Recreation Committee reported that there was one recommendation to discuss options relating to footpaths and rights of way that back onto Nevill Park and the CEO advised that this would be looked into on her return from annual leave.</p>	

Snodland Town Council – Full Council

17 September 2020

0640	<p>RESOLVED - Cllr Hickmott and the CEO would look into footpaths and right of way that back on to Nevill Park.</p> <p>The minutes of the meeting were agreed a true record.</p>
9.	<p><u>Reports from Borough Councillors</u></p> <p>Cllr Mrs S Bell – Cllr Mrs S Bell advised that she had spent time helping residents with housing issues;</p> <p>Cllr D Lettington – Cllr Lettington advised that he had had recent discussions with TMBC parking officers regarding the consultation on car parking charges in Rocfort Road which had been postponed due to Covid-19. With the current financial constraints, it had been discussed that the parking review for Snodland would be postponed to 2023. Cllr Lettington apologised to Cllrs P Hickmott and Mrs S Bell for not having the opportunity to discuss this with them prior to the meeting.</p> <p>Cllr Lettington also gave information on the proposed Planning White Paper legislation which has yet to be passed by Government. He advised that this would focus on 3 land categories – growth areas, renewal areas and protected areas. The CEO advised that she had e-mailed the document for the committee to read.</p> <p>Cllr Mrs R Lettington – Not in attendance</p> <p>Cllr A Keeley – Not in attendance</p> <p>Cllr P Hickmott – Cllr Hickmott advised that he did not have much to report but advised that he had spoken to residents with various issues.</p>
10.	<p><u>Town Councillors reports on meetings, events and activities attended on behalf of the Council</u></p> <p>Cllr Mrs D Crook - attended a litter pick that was held in Nevill Park which she advised was strewn with litter;</p> <p>Cllr Mrs A Barden – Nothing to report;</p> <p>Cllr Mrs D King – Litter pick at Nevill Park – 11 bags of refuse were collected;</p> <p>Cllr W Mallard – Nothing to report;</p> <p>Cllr Mrs S Shaw – Nothing to report – she advised that she was on annual leave during the litter picks;</p> <p>Cllr Mrs J Ayers – Nothing to report;</p> <p>Cllr Mrs S Bell – she advised that she had carried out litter picking every day at Hollow Lane where rubbish is constantly strewn. She advised that people are parking at the bottom of Hollow Lane to avoid car park charges at Leybourne Lakes. This has been flagged up with the local PCSO and she recommended that the Council monitor the situation for the parking review. She also advised that Tarmac have requested that residents report factory smells directly to them which occasionally emanate around the town;</p>

Snodland Town Council – Full Council

17 September 2020

	<p>Cllr Mrs N Misy – Attended the Cemetery meeting. She also added that she is aware that people park at Hollow Lane to visit the Freemasons Pub;</p> <p>Cllr J Butterfield – Nothing to report;</p> <p>Cllr P Hickmott – Attended the Cemetery meeting and the litter pick at Nevill Park;</p> <p>Cllr A Bennison – Attended the litter pick at Nevill Park and will attend a meeting with regard to the proposed eco pond at Nevill Park;</p> <p>Cllr J Minter – Arranged and attended the litter pick at Nevill Park.</p>
11.	<p><u>To receive details of payments and transfers from 23 July 2020 – 10 September 2020</u></p> <p>A list of cheque payments, direct debits, transfers (to and from reserve accounts) and BACS payment from 23/07//2020 to 10/09/2020 totalling £27019.11 had been sent to each Councillor.</p> <p>The CEO clarified the follow queries</p> <ul style="list-style-type: none"> • 10.8.2020 – Initial Washroom Hygiene – The CEO advised that this was for the sanitary bins in the ladies toilets.
0641	<p>RESOLVED - to accept the list of cheque payments, direct debits, transfers (to and from reserve accounts) and BACS payment from 23/07//2020 to 10/09/2020 totalling £27019.11</p>
12.	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported on the following:</p> <ul style="list-style-type: none"> • The Bill to provide 100% mandatory relief from business rates for public lavatories in England and Wales has been passed by the House of Commons. The Bill still needs to be approved by the House of Lords but, if passed in its current form, the relief will be backdated to 1st April 2020. This will help us with the maintenance of the Rocfort Road toilets as previously agreed with TMBC; • Following ratification from Amenities and Recreation to turn Nevill Park Lake into an eco pond. The Committee asked for Medway Valley Fisheries (MVF) to provide some fishing arrangements for youngsters. MVF have responded and will provide supervised training sessions by an Angling Trust Level 2 Licensed coach. They have initially suggested a day during the Easter break, May half term and 2 days during the August Summer holidays. Should these sessions prove popular they will add further dates. Final details to be confirmed in their revised Licence due for renewal in January 2021; • Three year planning meeting to be held on 6th October 2020 at 7.00pm in the M/G suite (socially distanced) for Chairs and Vice Chairs of each committee.

Snodland Town Council – Full Council

17 September 2020

<p>13.</p> <p>0642</p>	<p><u>To discuss anti-social behaviour issues at Brooklands Lake Car Park and the opportunity to install fencing to separate the main car park from Peridise car park</u></p> <p>The CEO advised the committee that numerous car clubs have been using the car park as a meeting place to carry out car spins (donuts) and complaints have been made by local residents and the Fishing Club regarding the anti-social behaviour and the use of drugs. In order to combat the problem, the installation of a fence and gate to separate the use of the main car park for South East Water employees who rent from the Council and the Peridise café was already identified in the 3 year plan. Since agreeing this plan of action, Medway Valley Fisheries have volunteered to install a fence and gate but asked that the Council to supply the materials. A pedestrian side gate would also be installed. The CEO recommended that a sliding gate would be a better solution rather than an opening gate as this would be easier to open and maintain. It was suggested that a crash barrier could also be fixed to the fence for added protection.</p> <p>RESOLVED – to seek quotes for appropriate fencing and a gate to be installed by Medway Valley Fisheries at the Brooklands Lake car park.</p>
<p>14.</p>	<p><u>To consider options relating to Christmas in Snodland</u></p> <p>It was agreed that given the current circumstances, that the Christmas in Snodland event would be cancelled but in order to maintain some festive spirit, the CEO advised that the office staff would dress as elves and would hand out Christmas gifts to children from Snodland. This would start from 30th November 2020 and finish on 11th December 2020.</p> <p>It was agreed that the up-to-date rules of social gatherings should be checked for the Remembrance Day Service as some services have been cancelled. The CEO asked Cllr Mrs J Ayers to make enquiries into this.</p>
<p>15.</p>	<p><u>To consider the publication of a Newsletter from Snodland Town Council</u></p> <p>All committee members had seen a copy of the draft newsletter prior to the meeting. The CEO advised that she had made some grammatical and spelling changes and had to remove the pride of Snodland awards form as the newsletter needed to be condensed. It was suggested that a positive article be put on the front page rather than a negative piece. It was agreed that the pump track article should be put on the first page as this was an upcoming new facility. The newsletter would be sent out quarterly (or when there was enough material to be printed). The CEO asked for volunteers to post the newsletter to each household in Snodland. The CEO advised that she had put the Snodland logo on as the header. It was agreed that the changes be added and the newsletter be photocopied and sent out to every resident as soon as possible. The CC suggested that an online link also be put on the Council's website.</p>

Snodland Town Council – Full Council

17 September 2020

<p>16.</p> <p>0643</p>	<p><u>To consider financial assistance towards the pump track from Woodlands Farm 106 Agreement and to agree use of Potyns Car Park for current meetings</u></p> <p>The Chairman advised that to date, £21,500 has been raised towards the pump track and this amount will now be match funded by Cycle Works. He also advised that the project had been well received by the police and that further funding may be donated from them but as further funding was needed imminently, he suggested that the monies from the Woodlands Farm 106 agreement be used towards this worthy project. The CEO explained to the newer members of the committee that the 106 monies were initially received from the developers of Hegarty Court towards the play equipment at Potyns and the balance should be used towards a recreational use.</p> <p>RESOLVED – to agree to use the monies from the Woodlands Farm 106 Agreement towards the pump track.</p>
<p>17.</p> <p>0644</p>	<p><u>To consider the future of Snodland Foodbank</u></p> <p>The Chairman advised the Committee that £1,500 had been received from TMBC towards the foodbank. He suggested that £500 be donated to the church towards their foodbank and retaining £1,000 for the Council's food bank. After a lot of discussion and ideas, it was agreed that Cllr Lettington speak to TMBC to request further information on unifying smaller, local foodbanks to a larger centralised foodbank. He suggested that a virtual meet could be arranged to discuss the arrangements such as storage space etc. He will report back to Karen with the relevant information.</p> <p>RESOLVED – unanimous agreement that the foodbank should continue with a view to amalgamating with other smaller foodbanks. Cllr Lettington will report back to the CEO with information from TMBC and the CEO will seek clarification from TMBC that their donation be split between the Church and the Council. It was also suggested that in order for the foodbank to run effectively, a committee should be set up.</p>
<p>18.</p>	<p><u>To discuss the adopted phase of double yellow lines at Holborough Lakes</u></p> <p>The Chairman advised the committee that double yellow lines have been adopted in the residence of Holborough Lakes, causing parking problems to residents at the Holborough Lakes development and the surrounding areas of Snodland town centre and asked the committee for their views.</p> <p>Cllrs D Lettington and P Hickmott explained that until the roads at Holborough Lakes are adopted by KCC, the developers are legally bound to enforce double yellow lines wherever they choose. This is a complicated process and causes great confusion to residents. Cllr Lettington made the suggestion that once all the roads are adopted by KCC, the Borough Council can review all of the double yellow lines on the development on behalf of KCC. Unfortunately, this may take some time before the development is completed.</p>

Snodland Town Council – Full Council

17 September 2020

	<p>Cllr Mrs N Misy stated that due to the lack of parking at Holborough Lakes, the residents illegally park in the surrounding town streets. Due to the lack of enforcement officers, penalty notices are never issued as they do not work weekends or evenings, and these are the times that the offences occur most. The Council would like TMBCs views on these issues and how best to resolve the problems.</p>
19.	<u>Correspondence</u>
	<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>
20.	<p><u>To approve salary increase for all staff covered within the 20/21 budget and back dated to 1 April 2020 as formally announced by Local Government Association</u></p> <p>Cllrs D Lettington and S Hohler left the meeting.</p>
0645	<p>RESOLVED – to approve the salary increase for all staff covered within the 20/21 budget and back dated to 1 April 2020 as formally announced by the Local Government Association.</p>

There being no other business, the meeting closed at 9.20pm.