

## Snodland Town Council – Full Council

29 July 2021

Committee Members present:	Cllrs Mrs S Bell (C), A Bennison, Mrs D Crook, P Hickmott, Mrs S Shaw
Council Staff present:	Mrs K Sowten (CEO)
Other Councillors Present:	Cllrs D Lettington and Mrs S Hohler
Members of the public:	One Member of the public present

1.	<p><u>Apologies for absence</u></p> <p>Apologies were received from Cllrs Mrs K Mordecai-Woolf (VC), J Minter (Dep VC), Mrs A Barden, J Butterfield, Mrs D King, W Mallard, Mrs N Misy and Miss L West. Cllr Mrs R Lettington (BC) and PCSO S Patangwa.</p>
2.	<p><u>Declaration of interests</u></p> <p>There was one declaration of interest from Cllr P Hickmott with regard to agenda item 13.</p>
3.	<p><u>Report from the Neighbourhood Police Team</u></p> <p>There were no representatives from the Neighbourhood police team as PCSO Patangwa was called away prior to the start of the meeting, but the Committee had received a monthly report from the local PCSO and an E-Watch report prior to the meeting.</p> <p>The Chairman expressed concerns regarding the increase in crime reports and asked that the CEO take this up with the PCSO</p>
4.	<p><u>County Councillor's Report</u></p> <p>The CC reported that:</p> <ul style="list-style-type: none"> <li>• KCC are consulting on the budget for 2021/22. This is an early consultation as they are seeking the views of all residents to see what the main concerns are, what services are performed well, what can be improved on and what matters to the residents. This consultation is available from 28 July to 19 September. Cllr Hohler went on to explain how the current council tax paid by residents was allocated. KCC are allocated 46% to pay for services, they receive grants from central government, business rates and income from services KCC charge for. They are looking at how they can move forward with Technology and use of shared premises;</li> <li>• A County Council meeting has taken place with the introduction of a large number of new members, new committee member roles, new ways to work with the NHS and the annual review of key performance indicators with our area working well;</li> <li>• St Benedicts Road is being resurfaced where areas were missed previously and the speed bumps are being looked at to ensure compliance;</li> </ul>

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	<ul style="list-style-type: none"> <li>• Holborough Lakes – JTB approved the amended parking restriction on the unadopted area of the development. A lot of consultation has taken place to obtain the right balance of yellow lines, which will also assist with the speeding on the development;</li> <li>• The pedestrian crossing which has been installed by the developer is to be upgraded to a correct safety audited zebra crossing;</li> <li>• Holborough Residents have volunteered for Speedwatch and hope to have this in place very soon;</li> <li>• Complete review of Parking in Snodland is being carried out by TMBC in 2022.</li> </ul> <p>Cllr Hickmott asked about Public Rights of Way that are becoming very overgrown. Cllr Hohler stated that additional funds have been put in the budget for work on PROW and she will look into why they are not being maintained. She went onto explain that the footpaths that run across open land are the responsibility of the land owners to maintain.</p> <p>Resurfacing work needs to be chased up at the station and Churchfield area.</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><b>Standing orders were suspended</b></p> <p>An Allotment Holder from Catts Alley attended the meeting and addressed the committee in relation to matters of concern relating to the Allotments.</p> <p><b>Standing orders were reinstated</b></p>
6.	<p><u>Chairman's Announcements</u></p> <p>The Chairman reported that she had:</p> <ul style="list-style-type: none"> <li>• Attended the Snodland Town Football Club hospitality suite opening. The Football club have worked hard to get the hospitality suite and changing rooms open. Two memorial benches have been installed in the football club grounds in recognition of two prominent members of the club – Peter Rimmer and Tony Grant</li> <li>• Attended the Pump track fun day. A popular event with good attendance. The organisers would like to hold a similar event every year. Congratulations to all those involved in making the event a great success</li> </ul>

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	<ul style="list-style-type: none"> <li>• Attended Litter Pick on 4 July at Potyns.</li> </ul>	
7.	<p><u>To resolve the Minutes of the Full Council held on 17<sup>th</sup> June 2021 (pp 18 - 24) are a correct record</u></p> <p><b>0760 RESOLVED</b> – that the Minutes of the Full Council meeting held on 17<sup>th</sup> June 2021 (pp 18 - 24) were agreed as a correct record.</p> <p>Signed .....</p>	
8.	<p><u>To receive reports and recommendations of Council Committees</u></p>	
8.1	Planning and Environment	1 <sup>st</sup> July 2021 (pp 25 - 26)
	<p>In the absence of the Chairman and Vice Chairman of the Planning and Environment meeting, the Chairman of the Council reported that there were no recommendations and the minutes were agreed.</p>	
8.2	Amenities and Recreation	7 <sup>th</sup> July 2021 (pp 27 - 29)
	<p>The Chairman of the Amenities and Recreation reported that there were no recommendations and the minutes were agreed.</p>	
8.3	Special Full Council	15 <sup>th</sup> July 2021 (pp 30)
	<p>Cllr Hickmott asked that the minutes be amended to include the installation of the necessary wiring for the lights at construction phase and also that the track be moved further west to allow for the installation of the mini pump track on the existing tarmac area.</p> <p>The minutes of the meeting were agreed with the above amendments.</p>	
8.4	Policy and Resources	15 <sup>th</sup> July 2021 (pp 31 - 32)
	<p>In the absence of the Chairman and Vice Chairman of the Policy and Resource committee, the Chairman of the Council reported that there were no recommendations and the minutes were agreed.</p>	
8.4	Planning and Environment	22 <sup>nd</sup> July 2021 (pp 33 - 34)
	<p>In the absence of the Chairman and Vice Chairman of the Planning and Environment meeting, the Chairman of the Council reported that there were no recommendations and the minutes were agreed.</p>	

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9.	<p><u>Reports from Borough Councillors</u></p> <p><u>Cllr P Hickmott</u></p> <ul style="list-style-type: none"> <li>• Co-ordinated Litter pick - 4 July 2021- hoping for better attendance at the next litter pick;</li> <li>• Attended - Holborough Lakes meeting – 29 July 2021 - regarding parking and speeding;</li> <li>• Attended - Snodland Town Football Club hospitality suite opening</li> <li>• Responded to Boundary review in his own capacity;</li> <li>• Tarmac application – has serious concerns regarding the Tarmac Application and has raised these with TMBC.</li> </ul> <p><u>Cllr Mrs S Bell</u></p> <ul style="list-style-type: none"> <li>• Attended - Holborough Lakes meeting – 29 July 2021 - regarding parking and speeding;</li> </ul> <p><u>Cllr D Lettington</u></p> <ul style="list-style-type: none"> <li>• Cinema application for High Street for conversion to flats has been appealed by the applicant;</li> <li>• Written to KCC regarding parking standards and how it affects planning applications in Tonbridge and Malling;</li> <li>• Borough Council have suspended garden waste for 4 weeks and will extend the subscription to residents to compensate;</li> <li>• Leybourne lakes Country Park will be transferred to Tonbridge and Malling Leisure trust. A Café will be built on the site, however funds will be coming from Developer contributions;</li> <li>• TMBC have redesigned there website;</li> <li>• New Council Leader at Tonbridge and Malling Matthew Boughton with Cllr Lettington as Deputy Leader;</li> <li>• Strip of land at Holborough Lakes is being investigated regarding Ownership between Bekerley Homes, KCC and Invicta Valley Primary School.</li> </ul>
10.	<p><u>Town Councillors reports on meetings, events and activities attended on behalf of the Council</u></p> <ul style="list-style-type: none"> <li>• Cllr A Bennison – Attended pump track event – 28 July 2021</li> </ul>
11.	<p><u>To receive details of payments and transfers from 9 June 2021 to 22 July 2021 totaling £108,513.34.</u></p> <p>Committee members received details of payments and transfers prior to the meeting and no questions were asked at the meeting.</p> <p><b>0761</b> <b>RESOLVED</b> to accept the details of payments and transfers from 9 June 2021 to 22 July 2021 totaling £108,513.34.</p>

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12.	<p><u>Report from the Chief Executive Officer</u></p> <ul style="list-style-type: none"> <li>• The Community Warden has asked to put together a Monthly newsletter for notice boards that could include details relating to community weekly/monthly meetings/events;</li> <li>• Fun Day – as previously mentioned a huge success. At least 40 bikes were security marked by the police, 40-60 bikes fixed, the balance bike area had a constant stream of riders and the mobile pump track was busy all day with a queue to ride throughout the afternoon.</li> </ul> <p>Cllr Hickmott suggested that the bike marking and bike fix could also be incorporated into the Carnival.</p> <ul style="list-style-type: none"> <li>• Attended Holborough Lakes meeting with Borough Councillors, Kent County Councillor, KCC Officer regarding parking and speeding;</li> <li>• Two new members of staff will be joining the Council next week – Michelle Loader will be our Office Administrator - Lloyd Streatfield will be our Grounds and Site Maintenance Person.</li> <li>• Snodland Town Football Club hospitality suite opening</li> <li>• The Leader of TMBC has written to the Town Council to ask for any ideas on improvements to the Parish Partnership. Councillors suggested that TMBC should be more proactive with the Town/Parish Councils and that Clerks/CEO's should be able to attend the meetings.</li> </ul>												
13.	<p><u>To consider and if agreed accept quotations for the building of a structure on top of the existing bay at the cemetery</u></p> <p>Cllr Hickmott and the CEO both left the meeting.</p> <p>The Chairman presented the 3 quotations received for the building of a structure on top of the existing bay at the Cemetery. Three quotes were received from each supplier for 1) a metal sheet structure with metal sheet roofing; 2) a OSB board timber structure with metal roof. It was agreed that a metal structure would be more suitable.</p> <p>The quotes were as follows –</p> <table border="1" data-bbox="319 1825 1098 1973"> <thead> <tr> <th>Company</th> <th>Timber Structure</th> <th>Metal Clad Structure</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>£5450.00</td> <td>£4750.00</td> </tr> <tr> <td>B</td> <td>£4800.00</td> <td>£4200.00</td> </tr> <tr> <td>C</td> <td>£3980.00</td> <td>£4350.00</td> </tr> </tbody> </table> <p><b>0762 RESOLVED</b> to accept quote B in Metal Clad Structure £4200.00</p>	Company	Timber Structure	Metal Clad Structure	A	£5450.00	£4750.00	B	£4800.00	£4200.00	C	£3980.00	£4350.00
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	Cllr Hickmott and the CEO returned to the meeting.								
14.	<p><u>To consider and if agreed accept quotations for the installation of 2 no. industrial shutters on the garage and new structure in the cemetery</u></p> <p>Quotes have been obtained for the supply and fit of fully automated industrial roller shutter doors.</p> <p>The following costs are per door and there may be a slight difference as steel prices are fluctuating.</p> <p>The following quotes were received</p> <table> <thead> <tr> <th>Company</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>£2190.00</td> </tr> <tr> <td>B</td> <td>£2583.00</td> </tr> <tr> <td>C</td> <td>Quote not received</td> </tr> </tbody> </table> <p><b>0763 RESOLVED</b> to accept company A – £2190.00. It was also noted that the price may alter slightly due to steel price fluctuations.</p>	Company	Cost	A	£2190.00	B	£2583.00	C	Quote not received
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15.	<p><u>Correspondence</u></p> <p>None.</p>								
<p><b>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.</b></p>									
16.	<p><u>To consider the final outcome in relation to a breach of tenancy by an allotment holder</u></p> <p>Evidence from witnesses and the minutes of the meeting held between the allotment holder and the Councillors on 1 July 2021 was presented to the Council.</p> <p>Following lengthy discussions it was</p> <p><b>0764 RESOLVED</b> to uphold the decision to terminate the Allotment Tenancy Agreement because the allotment holder failed to comply with clause 5 of the terms and conditions of the tenancy - The Tenant shall not cause any nuisance or annoyance to the occupier of any other Allotment Garden, or obstruct any path set out by the Council for the use of the occupiers of the Allotment Garden.</p>								

There being no other business, the meeting closed at 21:40