

Snodland Town Council – Full Council Minutes

2 May 2024

Councillors in attendance:	Cllrs Ms D King (C), Mrs S Bell (VC), Mrs V Barker, A Bennison, Mrs D Crook, P Hickmott, Miss V Lawrence, D Lettington, S Loader, G Miners and D Morgan
Other Council Members in Attendance:	Mrs K Sowten (CEO)
Others in Attendance	4 members of the public
Councillors Absent with apologies:	Cllrs Mrs K Mordecai-Woolf (DVC), Mrs J Ayers, W Mallard
Councillors Absent without apologies:	Cllr Mrs N Misy
Other Apologies:	

1.	<u>Apologies for absence</u> See above.
2.	<u>Declaration of interests</u> Cllr Barker Item 13
3.	<u>Councillors are reminded of standing order 3a, b and c below which state :</u> a A person shall raise his hand when requesting to speak. b A person who speaks at a meeting shall direct his comments to the chairman of the meeting. c Only one person is permitted to speak at a time. If more than one person wants to speak, the chairman of the meeting shall direct the order of speaking.
4.	<u>Report from the Neighbourhood Police Team</u> The Council members had received an E-Watch report prior to the meeting.
5.	<u>Questions from the Public</u> Pursuant to Standing Order 3 e & 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. A representative from Snodland Food Assist, highlighted their need for a permanent location and discussed initial discussions about converting Rocfort Road car park toilets into storage for the food bank. However, recent communication suggested the council plans to establish a community hub without involving them. She regretted the lack of a permanent accessible location due to the council's apparent change in plans.
6.	<u>To resolve the Minutes of the Full Council held on 12 March 2024 (pp114-118) are a correct record.</u> 1220 RESOLVED to accept that the minutes are a true record of the Full Council held on 12 March 2024. Signed
7.	<u>To receive reports and recommendations of Council Committees</u>
7.1	Planning and Environment 28 March 2024 (pp119)

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7.2	Amenities and Recreation	11 April 2024 (pp120-122)
7.3	Policy and Finance	16 April 2024 (pp123-126)
	There were no recommendations from any of the meetings.	
8.	<u>Reports from Borough Councillors</u> Cllr Bennison – Attended two meetings at TMBC Cllr Hickmott - Attended a meeting at the Borough relating to new parking charges in the areas surrounding Snodland and would watch with interest when this is brought up for the Snodland Area. Cllr Bell – Attended the Cabinet meeting at the Borough and again reported on the local parking charges and possible resident season tickets. The Borough have a new CEO starting in July.	
9.	<u>Town Councillor items to be brought to the attention of the council</u> None reported	
10.	<u>To receive details of Payments and transfers from 6 March 2024 to 31 March 2024 from Unity Bank totaling £58907.63 and Nat West Bank totaling £76183.16 which includes BACS Payment lists pages 1754-1758,1765-1768 and 1 April 2024 to 25 April 2024 from Unity Bank totaling £3033.37 and Nat West Bank totaling £63379.51 which includes BACS Payment lists pages 1774,1775,1777,1778,1784.</u>	
1221	RESOLVED to accept details of Payments and transfers from 6 March 2024 to 31 March 2024 from Unity Bank totaling £58907.63 and Nat West Bank totaling £76183.16 which includes BACS Payment lists pages 1754-1758,1765-1768 and 1 April 2024 to 25 April 2024 from Unity Bank totaling £3033.37 and Nat West Bank totaling £63379.51 which includes BACS Payment lists pages 1774,1775,1777,1778,1784.	
11.	<u>Report from the Chief Executive Officer</u> The CEO reported on the following – <ul style="list-style-type: none"> • Introduced a new member of staff that would be starting on the 20 May 2024. • Advised that First Aid training had been carried out by members of staff and some councillors. A further report would take place during part two of the meeting.	
12.	<u>To Advise the proposed Meeting Dates from May 2024 – April 2025</u> The CEO presented the meeting dates for the next civic year. These dates are just provisional until the committee Chairs have been elected at the annual meeting on 9 May 2024.	
13.	<u>To Provide further Clarification relating to the request from Cllr Barker for Men’s Mind Project CIC and All Rise Up CIC to use allotment plots and request to advertise their use.</u> Prior to Cllr Barker leaving the meeting due to her DPI she advised Council that she would not be pursuing All Rise UP CIC use of the allotment plots and would just be concentrating on the Men’s Mind Project. She went on to advise that legal processes have been put in place. Cllr Barker left the meeting. The Council received a report and recommendations relating to the use of the	

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1222	<p>allotment (a copy is available on file) with points raised regarding waiting lists and joint tenancies. The Council also took into consideration Cllr Barkers comments prior to leaving the meeting relating to not pursuing the All Rise Up use of the allotment.</p> <p>RESOLVED that Men’s Mind Project CIC and All Rise Up CIC are permitted to use the allotments if the following conditions are met:</p> <ol style="list-style-type: none"> i. No charge is made to the users of the services provided on the allotment by Men’s Mind Project CIC, or All Rise Up CIC. ii. No trade or business activities are carried out on the allotment. iii. The number of people permitted on any plot is no greater than six at any one time. iv. All users of the service are given guidance about appropriate conduct whilst on the allotment. v. That Cllr Barker’s tenancies are transferred to Men’s Mind Project CIC. These will be in joint names. vi. That the tenancies sit directly with the CICs, not with an individual, but are to be signed by one of their respective directors. vii. If future Annual Reports of either CIC indicate that any of the Directors have received remuneration, this would be a breach of the “no trade or business” clause. viii. Users of the CICs services must not be given the access codes to the locks at the allotment. ix. That users of the plot must be supervised at all times by the respective CICs. x. That the sessions on the allotment are not advertised on social media, or in any other way. xi. That the Tenancy Agreements of the CICs be amended where necessary to reflect the above recommendations. <p>Cllr Barker rejoined the meeting.</p>
<p><u>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.</u></p>	
13. 1223	<p><u>To consider proposals following a stakeholder meeting on the progress of the toilet conversion to a Community Hub.</u></p> <p>The Council discussed the progress of the toilet conversion following the stake holder meeting.</p> <p>RESOLVED the town council to delegate authority to the CEO to make decisions with the officers from Clarion and TMBC and report back to the council in relation to the toilet conversion to a community hub.</p>
	<p><u>Report from the Chief Executive</u></p> <p>The Council were advised of a meeting to take place relating to the tenancy for the Cemetery Lodge.</p>

being no other business, the meeting closed at 9:03