

Snodland Town Council – Full Council

9 September 2021

Committee Members present:	Cllrs Mrs S Bell (C), A Bennison, J Butterfield, Mrs D Crook, P Hickmott, Ms D King, W Mallard and Mrs S Shaw
Council Staff present:	Mrs K Sowten (CEO)
Other Councillors Present:	BC D Lettington
Members of the public:	None

1.	<u>Apologies for absence</u>	
	Apologies were received from Cllrs Mrs K Mordecai-Woolf (VC), J Minter (Dep VC), Mrs A Barden, Mrs N Misy, CC Mrs S Hohler and PCSO S Pattangwa.	
2.	<u>Declaration of interests</u>	
	There were no declarations of interest.	
3.	<u>Report from the Neighbourhood Police Team</u>	
	The CEO advised that PCSO Pattangwa was expected to call into the office with an up-to-date newsletter and this would be e-mailed to the Councillors for their information.	
4.	<u>County Councillor's Report</u>	
	The CC sent her apologies and there was nothing to report.	
5.	<u>Questions from the public</u>	
	There were no members of the public present.	
6.	<u>Chairman's Announcements</u>	
	The Chairman had nothing to report	
7.	<u>To resolve the Minutes of the Full Council held on 29th July 2021 (pp 35-40) are a correct record</u>	
0768	RESOLVED – that the Minutes of the Full Council meeting held on 29 th July 2021 (pp 35-40)) were agreed as a correct record.	
	Signed	
8.	<u>To receive reports and recommendations of Council Committees</u>	
8.1	Amenities and Recreation	12 th August 2021 - Cancelled
8.2	Policy and Resources	26 th August 2021 (pp 41 - 42)

Snodland Town Council – Full Council

9 September 2021

	The Chairman of the Policy and Recreation reported that there were no recommendations and the minutes were agreed.	
8.3	Planning and Environment	2 nd September 2021
	The Chairman of the Planning and Environment committee reported that there were no recommendations and the minutes were agreed.	
9.	<p><u>Reports from Borough Councillors</u></p> <p><u>Cllr D Lettington</u></p> <p>Cllr Lettington gave a progress report on the planning application for the Old Cinema (China Chaps) and that the Tonbridge and Malling Borough Council had refused the application, this has now been appealed and costs awarded against TMBC.</p> <p>He reported that the waste and recycling service was more or less back to normal service but the garden waste service would remain suspended due to the severe shortage of lorry drivers. Cllr Lettington advised that residents should report any malpractices directly to the Council ie waste contractors putting recycling matter into the wrong shute.</p> <p>He also advised that the Tarmac planning application had been withdrawn to the basis of complaints from residents. Further investigations are being made by TMBC.</p> <p><u>Cllr P Hickmott</u></p> <p>Cllr P Hickmott reported that the measures were being taken by environment agency to investigate the sluice gates at Smurfit to reduce the flooding issues in Snodland.</p> <p><u>Cllr Mrs S Bell</u></p> <p>Cllr Mrs S Bell reported that she had attended the litter pick at Willowside and that she also attended the Parish Partnership meeting – Cllr Lettington reported that plans were being made to encourage other Parish Councils to attend these meetings.</p>	
10.	<p><u>Town Councillors reports on meetings, events and activities attended on behalf of the Council</u></p> <p><u>Cllr Ms D King</u> reported that she had attended a park run with Tracy Crouch MP at Leybourne Lakes to raise awareness for cancer – she advised that the event takes place every weekend if anyone was interested.</p> <p><u>Cllr P Hickmott</u> reported that he attended the Snodland Partnership meeting.</p> <p><u>Cllr Bennison</u> reported that he had attended the derby match between Snodland Town Football Club and New Hythe and Larkfield on bank holiday Monday.</p>	

Snodland Town Council – Full Council

9 September 2021

<p>11.</p> <p>0769</p>	<p><u>To receive details of payments and transfers from 23 July 2021 to 31 August 2021 Totaling £27,359.77</u></p> <p>Committee members received details of payments and transfers prior to the meeting.</p> <p>RESOLVED - to accept the details of payments and transfers from 23 July 2021 to 31 August 2021 totaling £27,359.77.</p>
<p>12.</p>	<p><u>Report from the Chief Executive Officer</u></p> <p>The CEO reported that:</p> <ul style="list-style-type: none"> • She had received a letter from Southern Housing Group regarding the introduction of a new parking permit scheme which would limit vehicles to one vehicle per household in their designated car parks at Holborough Lakes (letter can be viewed on file); • The next litter pick would take place on Saturday 2nd October 2021 at 11.00am at Nevill Park. Cllr Mrs D Crook volunteered to co-ordinate this and the CEO advised that the equipment would be delivered to her; • An invitation had been received for members of the Council to attend the Kent County Playing Fields Association AGM on 7th October 2021 at 7pm at the Early Bird public house, Grove Green; • She had written letters to 2 separate officers at KCC regarding Snodland's overgrown public footpaths and rights of way. She was advised that only a few footpaths were regularly cut by KCC (as shown in pink on the map). The remaining footpaths (marked in yellow) were only cut when residents and Council staff logged them on to their website. It was agreed that this was an increasing problem and would be discussed further at the next Amenities and Recreation meeting. It was suggested that perhaps residents could volunteer and a working party could be set up? • The speed humps that are being replaced to rubber along St Benedicts Road are scheduled to be put in place by the end of October.
<p>13.</p>	<p><u>To consider and if agreed accept quotations for the replacement gates and fencing at the Cemetery Yard and New Potyns</u></p> <p>The CEO apologised for the delay in sending the quote out, but had only received the second quote today. She advised that she had sought 3 companies to quote for:</p> <ul style="list-style-type: none"> • a new cemetery gate, palisade fencing (similar to Bowls Club) and a small infill fence next to the gate; and • Replace the vehicle and pedestrian gates that lead from Old Potyns to new Potyns.

Snodland Town Council – Full Council

9 September 2021

<p>0770</p>	<p><u>Quote 1</u></p> <p>Cemetery gate 3.0m x 3.0m high, fencing 2.4m high and small infill fence to right of gate £4959.21</p> <p>Football gates 3.0m x 3.0m high double gates plus 1 x Pedestrian gate 1.2m x 3.0m high £3351.32</p> <p><u>Quote 2</u></p> <p>Cemetery gate 3.0m x 2.4m high fencing 1.8m high, infill not specified £3600.00</p> <p>Football gates 2.0m x 2.4m high plus 1 x pedestrian gate, height not specified £2300.00</p> <p><u>Quote 3</u></p> <p>Not yet received.</p> <p>RESOLVED – to double check the height of the existing fence so that the football gates are the same size and ensure that all the contractors are given the same height specifications in order to obtain identical quotes. It was agreed that the CEO could then appoint the most cost effective contractor to carry out both works as it was agreed that palisade fencing would deter children from climbing the current fence and getting on to the pitches at New Potyns. The CEO advised that the expenditure for the cemetery gates would be taken from the repairs and renewal EMR account and the gates for New Potyns would be taken from the S106 EMR Account.</p>
<p>14.</p>	<p><u>To consider and if agreed purchase replacement chairs for the MG Suite</u></p> <p>The CEO asked the Committee if they would agree to purchase 72 banqueting stackable chairs for the Moyeuve-Grande Suite to replace the brown plastic chairs which are currently being used for functions. The CEO had sourced several companies that would be able to supply reasonably priced soft, cushioned banqueting chairs and it was agreed that she supply pictures of a choice of styles and colours at the next Policy and Resources meeting for a final decision to be made.</p>
<p>15.</p>	<p><u>To give a progress report on the Snodland Food Assist service</u></p> <p>Following a meeting with the coordinator of the Snodland Food Assist Service the CEO gave a report on how the service was working and what support the service required from the Council. Since starting the service in February 2021, the service provides 36 residents with regular weekly food parcels. These parcels are sourced through £5 donations and surplus food from supermarkets but a request had been</p>

Snodland Town Council – Full Council

9 September 2021

0771	<p>made for some extra financial support to purchase needed products. It was RESOLVED – that a regular monthly allowance of £100.00 be paid for a period of 6 months would be contributed from a lump sum which was donated to the Council for the foodbank service and request that the Snodland Food Assist keep a record of what is spent during this time. It was agreed that a review would take place after 6 months to consider future payments from the grant allowance.</p>
16.	<p><u>To authorise the CEO to act on behalf of the Council in relation to the Welcome Back Fund and to sign and Seal the Welcome Back Fund Agreement</u></p> <p>The CEO requested that the Committee agree that she is able to act on behalf of the Council in relation to the Welcome Back Fund when it was agreed that the funding from Tonbridge and Malling BC would be used for a Planter with seating be situated on the pavement opposite the new Co-op store and also money to be used for the painting of the street furniture.</p> <p>0772 RESOLVED – to agree that the CEO act on behalf of the Council in relation to the Welcome Back Fund and the Agreement was signed by the Chairman of the Council.</p>
17.	<p><u>To consider arrangements for Snodland Events for the remainder of 2021</u></p> <p>The CEO reported that the road closure was now in place in preparation of Remembrance Day on 14th November 2021.</p> <p>The CEO raised the issue whether the Firework display should go ahead this year, taking into consideration the issues surrounding large crowds and the possible transmission of Covid-19. It was therefore</p> <p>0773 RESOLVED – that given the concerns surrounding covid-19, it was unanimously agreed that the firework display should not go ahead this year.</p> <p>The Remembrance Parade and the Christmas events will go ahead and the CEO will advise the Scout group that the Council are content for them to hold their Christmas market in the Rocfort Road car park, as usual, if they are happy to do so this year.</p> <p>0774 RESOLVED – It was agreed that the Christmas lights would be switched on without the official countdown this year in order to deter crowds from gathering. A meeting would be held nearer the time to discuss the arrangements for the Christmas event.</p>
18.	<p><u>To authorise the Policy and Resources Committee to approve quotations for renewal of radiators in the Devonshire Rooms should the cost come in above their authorisation level of £2000. This is necessary due to works needing to be carried out during October half term</u></p> <p>The CEO advised that she needed to obtain 3 quotes from contractors to carry out the work in the Devonshire Rooms hall during the October half term. It was agreed</p>

Snodland Town Council – Full Council

9 September 2021

	that this could be agreed at the next policy and resources meeting.
19.	<u>Correspondence</u>
19.1	<p><u>To consider a letter received from an allotment holder relating to the gate in the allotment</u></p> <p>The CEO advised that a letter had been received from an allotment holder who had involvement with the installation of the Sloughfields allotment gate many years ago.</p> <p>0775 RESOLVED - It was agreed that if the allotment gate was to remain in situ, the gate should be adjusted to open inwards and not outwards for health and safety reasons. It was also agreed that a working party should be set up to carry out the work and a universal combination lock put on so that all allotment holders could have the use of the gate.</p>
19.2	<p><u>A thank you letter from Buckingham Palace</u></p> <p>The CEO advised that a thank you letter had been received from Buckingham Palace in relation to the message of condolence sent from the Council on the death of her beloved husband, the Duke of Edinburgh.</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>	
20.	<p><u>To receive an update on the proposed tenant for Brooklands Lake Café (Peridise)</u></p> <p>The CEO gave an update on the proposed tenant for Brooklands Lake Café.</p> <p>0776 RESOLVED not to offer the proposed tenant a lease at Brooklands Lake Café.</p>

There being no other business, the meeting closed at 9.00pm.