Minutes of the Council Meeting of EDENBRIDGE TOWN COUNCIL held in Rickards Hall at 7.30pm on Monday 13 June 2016

Present: Cllrs J Barnett, R Bell, T Bryant, Mrs J Davison, R Davison (Vice Chairman), A Layland, S McGregor (Chairman), M Robson, B Orridge and B Todd

In attendance: C Lane (Town Clerk), no members of the press and no members of the public

Prior to the start of the meeting Cllr Richard Davison presented all members and staff with a name badge to use when on Official Council Business.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllrs M McArthur (unwell), C Pearman (holiday), J Scholey (family business), V Maynard (family commitment) and J Wooltorton (holidays).

2. DECLARATIONS OF INTERESTS OR PREDETERMINATION

Cllrs Mrs J & R Davison declared a prejudicial interest being a near neighbour to Planning Application 16/01278/LDCPR

Dual hatted members of the District Council wish to state that although they would be considering planning applications at this meeting they would be reconsidering them at the district level, taking into account all relevant evidence and representations there.

3. PUBLIC QUESTIONS AND STATEMENTS

Cllrs Mrs J & R Davison raised the question of consultations on applications for lawful development and requested that this be clarified at the Councillor Training session on 4 July.

4. TO RECEIVE, ADOPT AND SIGN THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 9 May 2016

Resolved: that the minutes of the Annual Council meeting held on Monday 9 May 2016 be duly signed by the Chairman as a true and accurate record of the meeting.

5. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA

5.1 Pensions Automatic Enrolment – Declaration of Compliance

Confirmation has been received from the Pensions Regulator that this council's Declaration of Compliance for Auto Enrolement had been completed. All eligible staff have been registered in the Kent Pension Scheme and formally advised. It will be necessary to re-enrol in three years, and to process new members and opt-in and opt-outs in the meantime.

6. TO CONSIDER THE CURRENT PLANNING APPLICATIONS

Minor material amendment to application SE/15/03410/MMA for the erection of six no three bedroom dwellinghouse's comprises four properties of two storey design and two properties of part single, part chalet style design with parking and associated landscaping to show changes to fenestration and omit the previously approved single storey extensions. **Site Of Edenbridge Bowling Club Grange Close Edenbridge KENT TN8 5LT** Ref. No: 16/01543/MMA

Members support this application

Demolition of existing farm workers one bedroom dwelling. Erection of a new 2 bedroom holiday let. **Oast Farm Lydens Lane Hever TN8 7EP** Ref. No: 16/01381/FUL

Members support this application providing it does not breach the 50% rule

Demolition of Potting Shed, Flat Roof Store and Derelict Greenhouse. Erection of ground floor extension of Garage and erection of single storey Garden Store Building.**5 Okdene Delaware Cottages Hever Road Edenbridge TN8 7LD** Ref. No: 16/01372/HOUSE

Members support this application providing that the buildings are of a sufficient stability and condition for this purpose.

Variation of condition 4 (parking) and 10 (fencing) of SE/02/01958/FUL to Demolition of existing garage and erection of new chalet dwelling with amendment to alter parking arrangements and erection of fencing. **The Corner House Crouch House Road Edenbridge KENT TN8 5EN**
Ref. No: 16/01274/CONVAR

Members support this application

Erection of a two storey side and front extension. Conversion of loft into habitable space.
Maric Crown Road Edenbridge KENT TN8 6AW Ref. No: 16/01250/HOUSE

Members support this application

Change of use of units 11 and 12 from industrial (B1/B2) to training centre (D1) in connection with existing business in units 6, 7 and 8. **Kamway Engineering Ltd Units 11 And 12 Fircroft Mews Fircroft Business Centre Fircroft Way Edenbridge KENT TN8 6EN** Ref. No: 16/01240/FUL

Members support this application

Erection a single storey rear conservatory.**The Lodge Crouch House Road Edenbridge TN8 5LQ**
Ref. No: 16/01029/LBCALT and 16/01028/HOUSE

Members support this application

Demolition of existing Pergola , the erection of a glazed timber conservatory and renovation of existing barn.**Shernden Manor Shernden Lane Marsh Green Edenbridge KENT TN8 5PS**
Ref. No: 16/00892/LBCALT

Members found it extremely difficult to interpret the black and white plans establish the extent of the conservatory and wish the officer to check the 50% rule.

For Information, noted
Details pursuant to condition 3 (code for sustainable homes) of SE/15/00326/FUL. **Land East Of 11 High Street Edenbridge KENT TN8 5AB** Ref. No: 16/01584/DETAIL

Details pursuant to condition 6 (noise protection) of SE/15/00326/FUL.Land East Of **11 High Street Edenbridge KENT TN8 5AB** Ref. No: 16/01652/

Details pursuant to condition 7 (archaelogical details) of SE/15/01989/FUL**.Land NorthWest Of 45 Springfield Road Edenbridge KENT TN8 5HH** Ref. No: 16/01376/

To provide extension to the front of the property within permitted development.**The Coach House Swan Lane Edenbridge TN8 6AJ** Ref. No: 16/01278/LDCPR

Repairs to the garage ancillary to Farm Lodge and it's use for the garaging of grass cutting tractor and general gardening equipment.**Farm Lodge Lydens Lane Hever TN8 7EP** Ref. No: 16/01228/LDCPR

7. TO ADOPT THE FOLLOWING REPORTS

7.1 Annual Town Meeting, 18 April

Resolved: that the minutes presented by Cllr S McGregor be adopted

7.2 Planning and Transportation, 23 May

Resolved: that the minutes presented by Cllr S McGregor be adopted

7.3 Finance Committee, 23 May

Resolved: that the minutes presented by Cllr S McGregor be adopted

7.4 Open Spaces Committee, 6 June

Resolved: that the minutes presented by Cllr A Layland be adopted

Members were advised the dates of the walk around for the July site inspections are Tuesday 12 June starting at Mowshurst 9.30am, and Thursday 14 June, starting at 1.30pm location to be confirmed, all Councillors are welcome to attend.

7.5 County Councillor's Update, noted
7.6 MP's Update, circulated and noted
7.7 Working Group / Delegate Reports / Clerk's and Officers' Reports, none

8. OTHER BUSINESS

8.1 Items Referred from Committees for decision

8.1.1 Westerham House

Members noted the response to the Chairman's letter, regarding the handling of the Planning Application for the redevelopment of Westerham House at Development Control Meeting, 28 April, and propose to discuss this at the Annual Liaison Meeting on Thursday.

8.1.2 Disposal of assets, End of Year Accounts

As requested at May Council, further detail was added to the list of asset disposals prior to it being submitted for Audit, as follows.

The following assets were disposed of as they were at the end of their useful life:

Kubota	Part exchange
1 Compaq computer	Disposed of by PS Technology
3 Office Chairs	To Depot
Visitor Information table	Sold - £50
Bomford Flail	Part exchange
Hayter Harrier	Scrapped
Stihl Strimmer FS85	Spare parts - handle/head
Stihl Leaf blower BG86	Scrapped
Spray line marker kombi with knib K2 15241	Spare parts - wheels

8.1.3 Membership status High Weald AONB

It had been confirmed that the High Weald Partnership does not have a membership scheme, so would not appear on the list of memberships presented annually.

8.1.4 Open Spaces June Item 8.2 Fields in Trust re: Centenary Fields Programme

Members discussed the possibilities and agreed that they did not have any sites that meet the criteria.

8.2 Annual Liaison Meeting

Members were reminded that the Annual Liaison Meeting with Sevenoaks District Council was taking place at Doggetts Barn on Thursday 16 June 10am to 12 noon. Members added Westerham House to the Agenda.

8.3 Clear up after Bonfire Night - figures not yet available, deferred to July Council

8.4 Council Investments CCLA

A lengthy discussion took place on this item, with members who had not attended the presentation by John Kelly, Head of Client services from CCLA Investments, regarding the Local Authority Property Fund. Further copies of the information pack provided at the meeting were requested and will be obtained for any member who wishes to have one.

The Clerk established, via the Kent Association of Local Government, the appropriateness of CCLA and the fund. KALC has confirmed that the Council could use it and that they currently have funds invested there themselves. The Council's Internal Auditor had been provided with a copy of the presentation, and contact details for John Kelly. He has carried out his own independent research, before preparing a Risk Profile for members on CCLA which had been circulated as part of the Agenda. Members noted the reports and

Resolved: to agreed 'in principle' to consider possible future investment in the fund. Before deciding if they wished to, and to what level, they wished to await the outcome of the European Referendum, review their 5 year plan, and request the Finance Officer to propose a suitable amount to consider investing at the next appropriate Finance meeting.

The Internal Auditor had raised a further question regarding the issue of Councillors' Personal Liability.

"Would the Councillors be seen as **not** having carried out their "duty of care" if in the scenario units in the Fund were disinvested at a lower price against the original investment unit price."

The response would be that, unless individual members of the Council had taken decisions, it would be the corporate body, the Council, who would be responsible. Having sought the most appropriate fund to consider, established the status of the Fund, taken guidance from Kent Association of Local Councils and considered the Risk Profile from the Internal Auditor, due diligence would be achieved. Members' remaining responsibilities would be to ensure that the funds it holds are for future planned projects, and diligent management and monitoring of the earmarked funds. Council must ensure that the amounts invested are accessible, appropriate, monitor on a quarterly basis the Funds performance and remain vigilant to property and stock markets, in addition to planning withdrawals appropriately.

8.5 Edenbridge for the future GP Practice and NHS staff in the community

All members had been invited to the first listening event hosted by Edenbridge Medical Practice, NHS West Kent Clinical Commissioning Group, and Kent Community Health NHS Foundation Trust. Hard copies of the questionaire were available at various locations including Doggetts Barn and on line at www.kentcht.nhs.uk Further drop-in listening events were planned.

Resolved: to submit a response on behalf of the Council, supporting a bigger GP surgery combining GP's and the services provided at the hospital, which would be of benefit to the town and the wider community. It being a more efficient use of resources and able to providing improved facilities. A disadvantage could be the possible loss of overnight beds, as currently there is very little nursing home care provision in the town. Any additional services would be welcomed. It is suggested that a review of services be undertaken to see what might be possible to provide locally, with mammograms screening, diabetes clinics, mental health services, blood tests and minor surgery all considered important. Members would urge that transport, to other facilities, be taken into account during the development of the plans,

8.6 One Public Estate

Resolved: that Cllrs Stuart McGregor and Alan Layland should, if able, attend along with the Clerk, the workshop at Oakwood House Maidstone on 28 June to hear the latest information about the national One Public Estate Programme, and to discuss how partners can help shape this further in Kent. Cllr Clive Pearman also hopes to attend in his capacity as County Councillor.

8.7 Twinning - request Carrick-on-Suir/ Planter

Members considered the request from the Chairman of Carrick-on-Suir Municipal District, Tipperary, Ireland, to hold exploratory discussions regarding a possible Twinning with Edenbridge/Hever. The Edenbridge and District Twinning Association had stated that it was unable to support a further Twinning in the District

Resolved: to decline this request.

Resolved: that no action should be taken following the damage to one of the planters during the Twinning Association Vintage Tea, and to thank them for the swift apology and good clear up job.

8.8 Nomads Recycling Site, relocation of cardboard modules

Members accepted the commercial decision by SDC to remove the paper and cardboard modules from Nomads football site and replace it with two further bottle banks. Signs will be put up advising residents that they can recycle cardboard at the nearby Edenbridge Leisure Centre or Waitrose Supermarket.

8.9 Cover for Chairman and Vice-Chairmans

Resolved: that Cllrs Alan Layland and James Barnett should deputise for the Chairman and the Vice Chairman whilst they are unavailable in July.

8.10 Council informal discussion

Members have suggested that following Council meetings those who wish to, could remain and discuss matters of interest. This time would provide the opportunity to work together on future plans and initiatives. The meetings would be informal and not require officer support. If information is required on specific topics, it can be requested in advance.

Resolved: that the first meeting should take place following July Council and a review should take place in October to see how it is going.

8.11 Neighbourhood Plan

Members noted the update from the group. Responses to recent consultations have been poor and professional support from external partners limited.

Resolved to arrange a meeting between councillors and members of the Steering Group including Helen French from SDC, to help them succeed and to discuss support for the process to ensure that the final draft reflects residents wishes, is robust, and will stand scrutiny.

8.12 Queen's 90th Birthday Celebrations and Presentation to Edenbridge Primary School Children

The Civic Service to Celebrate the Queens Official 90th Birthday at St Peter and St Paul's Church and the family fun event at Rickards Hall were very successful despite the weather. The Chairman, Vice Chairman and two Council's representatives to the school attended a special school assembly to make the presentations of commemorative coins. The children were delighted with their gifts.

9. PRESS RELEASE

Resolved: to issue a press release on the presentation of coins to the school.

The meeting closed at 9.35pm