

**Minutes of the Council Meeting of EDENBRIDGE TOWN COUNCIL held in Rickards Hall at 7.30pm on Monday 10 October 2016**

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Present: Cllrs J Barnett, R Bell, Mrs J Davison, R Davison (Vice Chairman), A Layland, M McArthur, C Pearman, B Orridge, B Todd, and J Woollorton

In attendance: C Lane (Town Clerk), no members of the press and 18 members of the public

Prior to the start of the meeting young people from the Youth Forum presented the results of the 2016 Youth Survey. It identified the most popular suggestion for sports activities as trampolining, preferred trip Air Hop also trampolining, most requested training and qualification courses were art, cooking skills and theory driving test preparation. Under outdoor facilities requested the most responses were for an outdoor gym. The Council congratulated the young people on the work they had done and offered support to help them achieve their goals.

Cllr C Pearman requested that the sub group who had previously requested improvements to the skate park get in contact as soon as possible, so this can be discussed with the council's representatives to the Youth Forum.

The Vice Chairman of the Council presented the ECTreme Youth Club and the Youth Forum certificates, celebrating their win at the National Community Rail Awards 2016, Community Art Scheme for the mural painted at Edenbridge Town Station in 2015.

**1. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received, noted and accepted from Cllrs T Bryant, (unwell), S McGregor (holiday), V Maynard (business), and J Scholey (holiday). Cllr M Robson was absent

**2. DECLARATIONS OF INTERESTS OR PREDETERMINATION**

*The District Council members stated 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.*

*The meeting was adjourned*

**3. PUBLIC QUESTIONS AND STATEMENTS - none**

*The meeting was reconvened*

**4. TO CONFIRM THE MINUTES OF MEETING HELD ON 5 SEPTEMBER 2016**

Resolved: that the minutes of the Council meeting held on Monday 5 September 2016 be duly signed by the Vice Chairman as a true and accurate record of the meeting.

**5. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA, none**

**6. TO CONSIDER THE CURRENT PLANNING APPLICATIONS**

Demolition of outbuildings and porch and the erection of a two storey eastern extension, single storey southern outshot. And internal alterations **7 Florence Cottages High Street Edenbridge KENT TN8 5AH Ref. No: 16/02799/HOUSE**

*Members support this application*

Car park associated with Gaywood Farm Light Industrial Estate **Gaywood Farm Hole Lane Edenbridge KENT TN8 6SL Ref. No: 16/02776/FUL**

*Members object to the storage of caravans and buses or other items in the Green Belt and this part of the application should be resisted. Should the officers be minded to consider approving this application, members wish conditions to be applied to restrict the use of the parking to employees, customers and business users of the site. A further condition to ensure that if open storage of caravans is allowed that this should not allow them to be occupied or used for sleeping in.*

Demolition of shed, erection of single storey outbuilding to be used as an office.

**9 Eden Chase Edenbridge Kent TN8 6AX Ref. No: 16/02628/HOUSE**

*Members support this application*

Erection of a single storey detached annexe to rear with 3 velux rooflights. **The Bend 83 Lingfield Road Edenbridge KENT TN8 5DY Ref. No: 16/02022/HOUSE**

*Members support this application, providing that the Officer is content with the measures to mitigate the flood risk and suggest that it could be granted as a temporary permission ancillary to the main residence.*

### **Tree works**

Willow tree has died and needs to be removed to prevent it from falling and causing damage to the property. 2 Minstrels Close Edenbridge KENT TN8 5GA

Ref. No: 16/02973/W5DAY | Received: Thu 29 Sep 2016 | Validated: Thu 29 Sep 2016 | Status: Decision - No Objection Lodged

*Members raised concerns and asked the Clerk to establish if the Tree Officer or a Tree surgeon has assessed the tree.*

Reduction of entire canopy by 3m to 1 Ash tree. (TPO).

Addnett Barn Crouch House Road Edenbridge KENT TN8 5LJ

Ref. No: 16/02885/WTPO | Received: Tue 20 Sep 2016 | Validated: Tue 20 Sep 2016 | Status: Application - Pending Consideration

Various works to trees.

Autumn Lodge Mill Hill Edenbridge Kent TN8 5DA

Ref. No: 16/02855/WTPO | Received: Mon 19 Sep 2016 | Validated: Mon 19 Sep 2016 | Status: Decision - Granted

Removal of 1 Ash tree.

Windmill House Mill Hill Edenbridge Kent TN8 5DA

Ref. No: 16/02879/WTCA | Received: Mon 19 Sep 2016 | Validated: Mon 19 Sep 2016 | Status: Decision - No Objection Lodged

Various works to trees.

17 Moles Mead Edenbridge Kent TN8 5RG

Ref. No: 16/02791/WTPO | Received: Fri 09 Sep 2016 | Validated: Fri 09 Sep 2016 | Status: Decision - Granted

## **7. TO ADOPT THE FOLLOWING REPORTS**

### **7.1 Forward Planning, 12 September**

Resolved: that the minutes presented by Cllr R Davison be adopted

### **7.2 Open Spaces 19 September**

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

### **7.3 Planning and Transportation, 26 September**

Resolved: that the minutes presented by Cllr R Davison be adopted

#### **7.4 Finance Committee, 26 September**

Resolved: that the minutes presented by Cllr R Davison be adopted

#### **7.5 County Councillor's Update, none**

#### **7.6 Working Group / Delegate Reports / Clerk's and Officers' Reports**

##### **7.6.1 Parking Group, 27 September**

Resolved: to set up a Parking Task and Finish working group with the following Terms and Conditions

The group to consider all aspects of parking in the town, with the exception of Estate Parking at Stangrove and Spitals, with the aim of ensuring that sufficient parking is available now and in the future. In particular to focus on:

- Daytime parking to increase the economic viability of the High Street, including consideration of part pedestrianisation /shared space
- Adequate provision for commuter parking
- Investigate opportunities for additional parking opportunities
- Review current restrictions and charging policy

The group to gather information, listen to residents' views and make viable proposals to Council for consideration.

Membership to be Cllrs Stuart McGregor, James Barnett, Roger Bell and Bob Todd.

Members noted the actions agreed from the first meeting and noted that the second meeting of the group was planned to take place between 24-28 October

##### **7.6.2 Tonbridge to Redhill and Reigate Line, and the Uckfield & East Grinstead Line, AGM. noted**

### **8. OTHER BUSINESS**

#### **8.1 Items referred from Committees for decision – none**

#### **8.2 Remembrance Day Service and Parade, 13 November**

Members noted the details of the two activities taking place for Remembrance Day. The Members of the British Legion will, as last year, pay their respects at the Hospital at 11am and Council Members were invited to join them. The Civic Remembrance Service will take place at 2.30pm at the Parish Church of St Peter and St Paul, followed by a parade to the War Memorial at the hospital and back. Once at the hospital, the Chairman will lay a wreath on behalf of the residents of the town.

The British Legion had advised that John Froud will act as Parade Organiser although he is not currently a member of the Legion and that they will attend and support the service and parade. When Mr Froud is no longer willing or able to continue to organize the event, it will become the responsibility of the Town Council, to however the Legion will, where possible, provide a volunteer to act as Parade Marshal.

The Council has insured the event and Cllr Alan Layland is organizing the manning of the road closures with volunteers from the Chamber of Commerce and Bonfire Society. A letter of thanks will be sent after the event.

#### **8.3 Asbestos Review and Electrical Testing Review**

Members noted that 5 year NICEIC electrical tests were completed satisfactorily to British Standard (BS 7671) for Rickards Hall and Church house, with no significant issues found.

The Asbestos Register has been reviewed and the relevant buildings inspected this summer as usual. No issues were uncovered except at the toilets at Blossoms Park. In this case there was found to be damage to the protective paint on the soffits which had exposed a small area of underlying asbestos board. The work to remedy this problem has been carried out, and the building is now in good condition. The risk associated with asbestos exposure remains low in all Council owned properties.

Martin Leach, Property Manager, 4 October 2016

#### **8.4 Audit response**

The External Auditors' report had been received. One issue was raised with regard to the order in which the documentation was signed at the May Council meeting. Section 2 was signed before Section 1 breaching the Accounts and Audit regulations 2015.

Resolved: to ensure that they are signed in the correct the order for 2016/2017.

A second matter, not affecting their opinion was: the Annual Return was not accurately completed as the figures in Box 5 and 6 were incorrect due to a misallocation of loan repayments. As a result the figures in boxes 5 & 6 should read £3,110 and £328,907 respectively. The loan to the Public Loan Works Board has been repaid so there is no potential for this error to reoccur.

#### **8.5 Neighbourhood Plan update, Vision and Objectives**

Members noted the report from the project Steering Group and the request from the group for Council to review and approve the Vision and Objectives.

Resolved: that a group comprising of Cllr Clive Pearman, Bob Todd and Joseph Woollorton should meet to consider a them and to prepare a report for members to consider.

#### **8.6 Sevenoaks and Tunbridge Wells Economic Needs Survey**

The Executive Summary from the Economic Needs Study for Sevenoaks District and Tunbridge Wells was circulated to inform member views on the emerging Local Plan.

#### **8.7 Call for Sites**

The call for sites remains open until December. Members had previously considered putting forward sites that Council doesn't own, where it perceives there could be a benefit to the town. The Business Forum highlighted some areas and also suggested that the Town Council might wish take an overall view of the town to see if there are areas that members might wish to propose for development, employment land, or parking.

Resolved: that Cllrs M McArthur, R Davison and J Woollorton should undertake this activity and report back to Council.

#### **8.8 Cricket Club Lease extension, agreement of fees**

Resolved: to grant an extension to the Cricket Club lease at Blossoms Park until the 30th day of April 2041 under the same terms as the current lease, enabling the club to meet the criteria of the bodies to which they are currently applying for grants. The cost of the redrafting to be split 50/50.

The Club has itself raised approx. £90,000 to date, toward the Matt Cox Pavilion with further events planned. They have already secured £30,000 worth of grant money, £25,000 of it from a local community trust and have the support of the Kent Community Cricket and ECB. They have engaged Steve MacDonald of SportsClubHouses to carry out an initial feasibility study.

#### **8.9 Local Government consultation Local Government Finance settlement 2017-2018**

Resolved: wished the Clerk to respond, strongly objecting to the proposal which could see referendum principles introduced for town and parish councils whose Band D precept is higher than that of the lowest charging district council for 2016/17 (£75.46) and which have a total precept for 2016/17 of at least £500,000, while taking account of transfers of responsibilities.

**9. PRESS RELEASE**

Members wished a press release to be issued on the success of the young people who won the National Community Rail Awards 2016, Community Art Scheme

*In view of the confidential nature of the following items to be discussed, the chairman moved that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960.*

**10. Confidential Items**

**10.1 Parking on Estates**

Members had been invited and attended a meeting with the District Council to discuss proposals being developing to resolve the parking issues on the estates. Once the plans have been finalized the District Council will be arranging a number of engagement events to discuss their proposals with residents.

**10.2 Leathermarket**

An opportunity arose for a meeting with a representative of the company which manages the Leathermarket site. It was attended by the Clerk the Chairman of ETC along with representatives from SDC Economic Development team. There are currently no proposals under consideration for the regeneration of the site.

**10.3 Nomads Lease**

Resolved: to approve the draft Lease for Mowshurst which has been sent to Nomads FC for final approval. Subject to agreement, members wish the final draft to be signed by two Councillors on behalf of the Council and for the Clerk to apply the Council's seal.

**10.4. School Planning Group**

The group had held an initial meeting with Cooper Estates who are offering land for a school. The group is investigating what format the feasibility study should take.

**10.5 HR and H&S advice**

The Council's contract for the provision of Personnel and Health and Safety advice expires in November. Quotes were considered from two providers and it was

Resolved: to take out a 36 month contract with Ellis Whittam at an annual cost of £2,953.91

The meeting closed at 9.10pm.