



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



Notice is hereby given of a Council Meeting of Edenbridge Town Council to be held in Rickards Hall on Monday 13 March 2017 at 7.30pm, which Councillors are summonsed to attend.

Deputy Town Clerk
08/03/2017

To assist in the speedy and efficient dispatch of business, members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

Anyone wishing to film or use social media is requested, as a courtesy, to advise the Clerk prior to the start of the meeting.

Prior to the start of the Council Meeting there will be a presentation the young people from Edenbridge ECTreme Youth Club on their Rebuild Mexico 2017 trip.

AGENDA

1. TO RECEIVE APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTERESTS OR PREDETERMINATION
3. PUBLIC QUESTIONS AND STATEMENTS
The Council will receive questions and statements from the public (this is the only opportunity for members of the public to make a contribution during the meeting) and for members with pecuniary interests to speak on items on the Agenda. Both members and public are limited to 3 minutes per person.
4. TO RECEIVE, ADOPT AND SIGN THE MINUTES OF THE COUNCIL MEETING HELD ON 13 February 2017
5. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA -none
6. TO CONSIDER THE CURRENT PLANNING APPLICATIONS, attached
7. TO ADOPT THE FOLLOWING REPORTS
 - 7.1 Emergency Planning Committee, 6 February
 - 7.2 Planning and Transportation, 27 February
 - 7.3 Finance Committee, 27 February
 - 7.4 Personnel Committee, 28 February
 - 7.5 County Councillor's Report February – none
 - 7.6 MP's Update – none

Council offices: Doggetts Barn, 72A High Street, Edenbridge, Kent TN8 5AR

Office hours: Monday – Friday 9.00am – 5.00pm Tel: (01732) 865368 Fax: (01732) 866749

Email: townclerk@edenbridgetowncouncil.gov.uk Web: www.edenbridgetowncouncil.gov.uk

- 7.7 Working Group / Delegate Reports / Clerk's and Officers' Reports ,
 - 7.7.1 SLCC Practitioners' Conference
 - 7.7.2 Free School Edenbridge
 - 7.7.3 Edenbridge Tourism Forum

8. OTHER BUSINESS

- 8.1 Items referred from Committees for decision
 - 8.1.1 - none
- 8.2 Review of Byelaws
- 8.3 Summer Play Scheme
- 8.4 Annual Report & Annual Town Meeting
- 8.5 Remembrance Parade
- 8.6 Great British Spring Clean
- 8.7 Sale of Weather without Technology, publication
- 8.8 Health Services for Edenbridge Council Response
- 8.9 Membership of HWCAAG
- 8.10 Economic Review of Edenbridge Town
- 8.11 Neighbourhood Plan Update
- 8.12 Support for graffiti removal
- 8.13 KCC Consultation – Draft Kent Cultural Strategy
- 8.14 Nominate unsung heroes

9. PRESS RELEASE

Copies of the agenda and background papers, except any exempt items, are available from Doggetts Barn before the meeting and plans can be examined there (Monday – Fridays 9am – 5pm)

PLANNING APPLICATIONS FOR CONSIDERATION

Erection of a two storey side extension and a single storey rear extension and loft conversion with dormer. Demolition of outbuilding. **116 Lingfield Road Edenbridge Kent TN8 5EB** Ref. No: 17/00562/HOUSE

Loft conversion with rear dormer, 2 cottage style front dormers and both hip ends being raised to gables, erection of a side ground floor extension to form a new en-suite and study, to replace the existing garage. **2 Grange Close Edenbridge Kent TN8 5LT** Ref. No: 17/00385/HOUSE

Erection of single storey gym/guest accommodation outbuilding in garden. **Wychwood Swan Lane Edenbridge KENT TN8 6AH** Ref. No: 17/00446/HOUSE

Proposed change of use of the former Edenbridge Bookshop floor space at ground floor to residential floor space. **Edenbridge Bookshop 79 High Street Edenbridge KENT TN8 5AU** Ref. No: 17/00273/FUL

Proposed change of use of the former Edenbridge Bookshop floor space at ground floor to residential floor space. **Edenbridge Bookshop 79 High Street Edenbridge KENT TN8 5AU** Ref. No: 17/00274/LBCALT

Prior notification for a change of use from office use to a dwellinghouse. This application is made under class O of the Town and Country Planning (General Permitted Development) (England) Order 2015. **Southon House Station Approach Edenbridge KENT TN8 5LP** Ref. No: 17/00646/PAC

Variation of section 106 agreement relating to the change of use of existing redundant farm buildings approved under reference SE/93/0334 dated 13th July 1994. **Gaywood Farm Hole Lane Edenbridge KENT TN8 6SL** Ref. No: 17/00519/VAR106

Ash T5 - to carry out a crown reduction of 1.5m to maintain shape, size and spread appropriate for its location. **Oaklands Swan Lane Edenbridge KENT TN8 6AJ** Ref. No: 17/00555/WTPO

Withdrawn

Removal of condition 4 (Code for Sustainable Homes) of 14/01462/FUL for the demolition of existing dwelling and erection of 2 (No.) detached dwellings and detached garage, with additional on site visitor parking and alterations to existing vehicular access. **Totties Mill Hill Edenbridge KENT TN8 5DB** Ref. No: 17/00327/CONVAR

Report to Council

7.7 Working Group / Delegate Reports / Clerk's and Officers' Reports ,

7.7.1 SLCC Practitioners' Conference (attached)

The Conference provided an excellent programme featuring many topical issues for town and parish councils, and key points are covered in the attached report for members' interest

7.7.2 Free School Edenbridge

Meeting to determine whether the Harris Federation would be interested in supporting an application for a Free Secondary School in Edenbridge.

Harris Federation are extremely keen to support an application for a Free Secondary School in Edenbridge and propose two options as a way forward.

In summary:

- Option 1 Harris would provide support and consultancy to a group wishing to make an application for a Free School. They would have no involvement in the operation of the school.
- Option 2 Harris will make the application for a Free School and would operate the free school.

Background detail of Harris Federation track record is attached and detail of the two options.

The School Working Group recommends to Council Option 2 as a way forward. Do members agree?

7.7.3 Edenbridge Tourism Forum

The recent Forum was held on Tuesday 28 February at Taylour House, which provided an excellent setting. There was an extremely good attendance, which meant very close seating, but it made for a relaxed and informal morning, and encouraged everyone to talk to each other. There was a joint presentation from Ali Ditzel (Chiddingstone Castle), Penny Cracknell (Sevenoaks Accommodation Forum) and Emma Welch (Rock Inn), on tourism providers working together for mutual benefit. Members were reminded the Eden Valley website and twitter account were set up on behalf of all the tourism providers in the Eden Valley, and that the Town Council hosts them on their behalf – they were encouraged to use them, along with the Eden Valley logo.

8. OTHER BUSINESS

8.1 Items referred from Committees for decision

None

8.2 Review of Byelaws

The Council's byelaws have been un-amended since their adoption in 2003. Members have previously considered some changes, but it was decided that other stronger methods were available to control certain activity, and the process and cost of making amendments could not be justified. There have been no significant changes to the council's activities in the last 12 months and no occasions when the byelaws have been used. The Market Yard car park is not currently included in the schedule of open spaces covered by the byelaws, which include overnight parking – **do members wish to consider adding this location to the schedule?**

8.3 Summer Play Scheme

Council has received advice of the delivery costs for the popular Parishes Family Fun days scheme it has supported for the past six years, which are provided by PlayPlace. The cost

remains the same as last year, at £462 per session for basic core activity team, and the usual four afternoon sessions ETC provides in August will cost a total of £1,848, the budget allocation having being £1,650. In past years this Council has approached the Great Stone Bridge Trust for grant funding to provide two additional special activities, one at each of two sessions (such as a Magician, and African Drumming), at approx £500.

Do members wish to apply again to the Trust for support for the Fun Days additional activities this summer, and make up the budget shortfall through Contingencies?

8.4 Annual Report & Annual Town Meeting

A copy of the Annual Report is attached. All of the invited guests have accepted and Cllr Peter Fleming will speak on behalf of the District Council. The organisations invited to host a stall at the start of the meeting have been contacted, and so far the Doctors' health services consultation, the Chamber of Commerce, the Neighbourhood Plan project, and the Town Band have accepted. All members are reminded to wear their badges and support the Chairman in answering questions if appropriate.

8.5 Remembrance Parade

Council has been advised that Mr John Froud is moving, and therefore will not be available to act as parade marshal for the annual Remembrance Parade. As agreed last year, at this point the Council now has responsibility to organise the parade, although the British Legion said it would where possible provide a volunteer to act as parade marshal.

Cllr A Layland with the help of the Bonfire Society and the Chamber of Commerce was prepared to manage the road closure for the parade, but he will need support as the council is to take over the full management of the event. A meeting needs to be arranged with representatives of the British Legion to draft a plan for this year, and establish who will organize the various aspects of the parade (such as ordering wreaths, contacting the church, and liaising with local groups who participate). **Which members would like to help with arranging this important community event?**

8.6 Great British Spring Clean – 3rd March

The weather forecast for 'The Great British Spring Clean' on Fri 3rd March was dismal, and did not disappoint – but the hardy and determined volunteers of Edenbridge alongside ETC staff and councillors turned out and battled in pouring rain to collect 22 bags of rubbish between the Leisure Centre and the lower end of the High Street, including Waitrose car park.

The Town Clerk and Cllrs Bob Orridge, Alan Layland, and Richard Davison helped wash street furniture with the ground staff, and Chairman Stuart McGregor helped to pick up litter. It was a great response, with Waitrose providing coffee and cake afterwards, and SDC later collecting up the rubbish in a smooth and organised way. This event demonstrated the excellent spirit of Community which exists in Edenbridge, and prompted many supportive comments from residents.

8.7 Sale of *Weather without Technology*, publication

A local resident, David King, has written a book about weather forecasting and asked if the Town Council would be interested in selling it in the Information Centre. He has suggested the Council purchases two copies for £10 each, to sell on at the retail price of £12.99 each. For members' information, any items sold in the Information Centre would normally be visitor-based, there is very little space for displaying books, and this could possibly set a precedent for other products residents would like us to sell on their behalf – we try not to compete with local businesses. **How do members wish to reply to the request?**

8.8 Health Services for Edenbridge - Council Response

The questions in the Health Services Survey are attached, along with the proposed response on behalf of the Council. **Do members support the responses?**

8.9 Membership of HWCAAG

The Council has been asked on behalf of HWCAAG whether it would consider upgrading its membership of the group from associate to "full". There is a joining fee of £50, plus a small

share of the cost for admin support hours. **Do members wish the Council to become a full member of HWCAAG?**

8.10 Economic Review of Edenbridge Town

Working in partnership with the Business Forum and the Economic Development Team at Sevenoaks District Council the brief for the Economic Review of Edenbridge Town is attached. Cllrs Stuart McGregor and Alan Layland, along with Colette and Laura Burton-Lawrence met with Regeneris and representatives from SDC Economic Development for an inception meeting on Tuesday 7 March. A stakeholders meeting is penciled in for Friday 24 March, **please save the date**. This is the first major initiative by the group, and should prove invaluable in regenerating the High Street Area.

8.11 Neighbourhood Plan Update

In light of responses to consultations on very early drafts of possible policies last year, and further engagement with local residents, with the invaluable support and advice from a retired planning officer the Neighbourhood Plan Steering Group has produced amended draft policies (attached) for Council's consideration. Section 4 of the eventual Neighbourhood Plan document will contain the Policies, hence the numbering. Each of the volunteer topic task groups has had town councillors involved, and three have also been members of the Steering Group. **How do members wish to respond?**

8.12 Support for graffiti removal

In support of the Community Warden's ongoing efforts to have graffiti removed from railway property in Edenbridge, the Chairman wrote to MP Tom Tugendhat seeking his support, and has received a positive response (attached).

8.13 KCC Consultation – Draft Kent Cultural Strategy

Notice of this consultation was received six days before its closing date 12th March, so in view of the short time frame, Cllr Woollorton was asked as this Council's representative to Sevenoaks District Arts Council if he would respond.

8.14 Nominate unsung heroes

Now in their third year, the District Council's *Making it Happen* Community Voluntary Awards provide the chance to nominate local unsung heroes for recognition. The Awards will be made in June, and the closing date is Friday 14 April. There are 10 categories as follows:

- Charity Project of the Year
- Charity of the Year
- Best Community Club/Group of the Year
- Young Volunteer of the Year
- Best Business in the Community
- Individual Community Champion
- Lifetime Achievement
- Community Safety
- Best Healthy and Improved Eaterie
- Best Family Friendly Business

Do members have suggestions for nominations for these awards?

9. PRESS RELEASE

Are there any items on this Agenda members wish to be the subject of a Press Release?

Minutes of the Council Meeting of EDENBRIDGE TOWN COUNCIL held in Rickards Hall at 7.30pm on Monday 13 February 2017

Present: Cllrs J Barnett, R Bell, Mrs J Davison, R Davison (Vice Chairman), A Layland, S McGregor (Chairman), B Orridge, C Pearman, J Scholey and B Todd.

In attendance: C Lane (Town Clerk), three representatives from Nomads and three representatives from the Edenbridge Medical Practice and the CCG. No members of the press.

Prior to the start of the meeting the lease with Nomads Football Club was signed and Adam Wickens and Simon Morrison GP spoke on the current consultation regarding the Doctors Surgery and Edenbridge Hospital.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllrs T Bryant (family commitment), M McArthur (unwell), V Maynard (unwell), M Robson (unwell) and J Woollorton (prior engagement).

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 9 January 2017

Resolved: that the minutes of the Council meeting held on Monday 9 January 2017 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 CPRE Representative

Members noted that Ed Cookson was willing to continue as the Edenbridge representative on CPRE and would provide the Council with a brief report when matters of interest to the town were under discussion.

6. TO CONSIDER THE CURRENT PLANNING APPLICATIONS

Change of use of 3 offices to create 2 semi detached dwellings. Removal of rear porch and internal pre - fabricated walls, insertion of conservation style roof light in utility, with associated bin storage and landscaping. **92 High Street Edenbridge KENT TN8 5AR Ref. No: 7/00300/LBCALT**

Members wish the Officer to look closely at evidence to ensure that the site is no longer needed or considered suitable as employment land, before considering returning it to its previous use.

Change of use of 3 offices to create 2 semi detached dwellings. Removal of rear porch and internal pre - fabricated walls, insertion of conservation style roof light in utility, with associated bin storage and landscaping. **92 High Street Edenbridge KENT TN8 5AR /FUL**

Members wish the Officer to look closely at evidence to ensure that the site is no longer considered needed or suitable as employment land before considering returning it to its previous use

Side and rear single storey wrap around extension. **25 The Plat Edenbridge KENT TN8 5BJ**
Ref. No: 17/00307/HOUSE

Members supported this application which they noted also includes the demolition of the garage

To erect PVCU conservatory to the rear of the property. **Mendip Crouch House Road Edenbridge KENT TN8 5LJ Ref. No: 17/00219/HOUSE**

Members support this application.

Erection of a first floor rear extension. **104 Springfield Road Edenbridge Kent TN8 5HH**
Ref. No: 17/00170/HOUSE

Members support this application.

Erection of a single storey side extension, including new pitched roof to existing extension and alterations to windows and doors. Demolition of conservatory. Replacement windows. New rear dormer. **7 Greybury Lane Marsh Green KENT TN8 5QP Ref. No: 17/00168**

Members support this application.

Conversion of loft into a habitable space, including the addition of dormers to the front and rear. **1 South View Cottage Hilders Lane Edenbridge Kent TN8 6JX Ref. No: 6/03452/HOUSE**

Members support this application.

Demolition of part of 86 Cedar Drive in order to facilitate a new 3 bed end of terrace house on the neighbouring land. **86 Cedar Drive Edenbridge Kent TN8 5JT Ref. No: 16/02970/FUL**

Members support this application and their previous concerns regarding parking still remain. In addition the officer is asked to check that the 3rd bedroom/study is large enough to accommodate a bed.

Comments made before the meeting

Demolition of existing garage. Erection of a new garage with habitable rooms over and dormer windows. **Brambly Hedge 8 Marlpit Close Edenbridge Kent TN8 6BE Ref. No: 17/00065/HOUSE**

Members support this application.

Confirmation that works have lawfully commenced on approved application SE/07/03609/FUL. **Beechwood Four Elms Road Edenbridge Kent TN8 6AB Ref. No: 17/00040/LDCEX**

Members have no comment to make.

7. TO ADOPT THE FOLLOWING REPORTS

7.1 Open Spaces, 16 January

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

7.2 Planning and Transportation, 23 January

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

7.3 Finance Committee, 23 January

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

7.4 County Councillor's Update

County Councillor Clive Pearman reported that KCC budget had been accepted with only limited amendment.

7.5 Working Groups /Delegate Reports/Clerk's and Officers' Reports

7.5.1 Annual Town Meeting

The group tasked with advising the Clerk on the attendance and format of the Annual Town Meeting has instructed her to invite Cllr Peter Fleming in addition to the usual invited guests. He will be speaking on behalf of District Council and Adrian Rowbotham will provide an A4 information sheet on the District finances.

Resolved: that the following groups and organisations be asked to host table top displays at the beginning of the meeting. The Great Stonebridge Trust, Edenbridge and District Rotary Club, The Chamber of Commerce, Neighbourhood Plan group, Edenbridge Medical Centre and the Town Band.

7.5.2 Schools Update,

Cllr Roger Bell updated the group on the meetings held with representatives of Kent Education department, who were supportive of plans to investigate the possibility of a Free Secondary School in Edenbridge. They would provide information to assist the process. Further meetings with the team who are proposing to develop a through school with emphasis on dyslexia had taken place. Further meetings are arranged with the Harris Federation who are keen to assist with the concept of a free secondary school in Edenbridge.

7.5.3 Twinning Association, 5 January, noted

7.5.4 Chamber of Commerce, 10 January, noted

8. OTHER BUSINESS

8.1 Items referred from Committees for decision, none

8.2 Building Manager's Report, inc annual planned maintenance, update and testing reports

Members noted that all planned maintenance for year 5 has been completed slightly under budget. The new pavilion roof which was refurbished during the year 2015 to 2016 seems to have eliminated the condensation problems suffered in previous years, despite several periods of cold weather. The annual boiler inspections have taken place, and the noisy fan in the Rickards Hall boiler will be replaced at the end of February. Several issues with the heating of Church House should be rectified at the same time. Portable Appliance Testing has been carried out during the year with no issues identified.

The water testing regime for vulnerable buildings is continuing. Two areas for concern involving hot water supply were identified and have been rectified. All the Council's properties remain rated as low risk for Legionella.

Planned Maintenance – Year 6 – 2017 to 2018

The oak frames of Doggetts Barn and Rickards Hall are due for their first period of renovation works, along with the re-sealing and carpeting of the ground floor of Doggetts Barn. Suitable companies will be approached, with the intention to fit solar panels to the Lingfield Road pavilion during the coming year. Rickards Hall will be redecorated and the redundant wall heaters removed. The site store at Lingfield Road Recreation Ground will be refurbished and repainted where necessary.

It is expected that the majority of the works will be carried out during the summer and autumn months once contractors have been selected.

8.3 Fire Risk Assessment Reviews

The Fire Risk Assessment Reviews for council occupied properties have been completed for 2016 to 2017. There has been no significant change of use or practice over the past year and no outstanding issues have been identified. The Rugby Club has provided evidence of their own Fire Risk Assessment Review and carried out their own PAT testing autumn 2016.

8.4 Internal Audit Review

Council's Internal Audit Review Group has carried out its annual review of the processes in place to ensure the Council meets its responsibilities, to have in place a sound system of internal controls, including measures designed to prevent and detect fraud and corruption. Their report was circulated. The following recommendations were accepted.

Resolved: to add monitoring of the 10 and 30 year Maintenance Plans to the Internal Auditors check list and to request the Personnel Committee to add succession planning to its Agenda for consideration each year.

8.5 Health Services for Edenbridge, Consultation

Members considered the second stage of the consultation from NHS West Kent Clinical Commissioning Group, the Kent Community Health NHS Foundation Trust and Edenbridge Medical Practice, regarding Health Services for Edenbridge. A summary of the proposal was circulated. Their preferred option was for a combined hospital/surgery on a new site, which offers more services and does not have inpatient beds. Adam Wickings, Chief Operating Officer, NHS West Kent CCG, had outlined the health service case prior to the start of the meeting.

Resolved: that Cllrs Alan Layland, John Scholey and Roger Bell should meet to put together the corporate response from the Council, which would then be considered at March or April Council.

8.6 Permanent expansion of Edenbridge Primary School, Representation

The application for the proposed stand alone teaching block to provide three new classrooms and associated facilities, new entrance lobby to existing school, and expansion of the car park was reported to KCC Planning Application Committee on 8 February. Council Councillor Clive Pearman represented the Town Council's view of supporting the application but as Sevenoaks District Council and the Playing Fields Association had opposed the proposal, it has been referred to the Secretary of State for a decision.

8.7 Social Media Plan 2017

Resolved: to adopt the proposed social media plan for use on the Council's Twitter and website.

8.8 Wildlife in Edenbridge 2016

Members noted that a copy of the Annual Wildlife Report had been received, with this year's highlight being the return of the Brown Hair Streak butterfly.

Resolved: to formally thank the author for his exceptional commitment to producing this valuable report.

8.9 The Great British Spring Clean, 3 March

Resolved: to fully support Keep Britain Tidy campaign The Great British Spring Clean working with partners to put together a package of activities for the town.. The Community Warden is running a Litter Pick on 3 March. The Chamber of Commerce had been encouraging the High Street shops to make a special effort to 'sparkle up their shop fronts', by cleaning paintwork and windows or touching up paintwork if it looks a bit tired. The owners of the Leathermarket have promised to carry out repairs to the planters and will try to get their bollards painted. Council staff and members are going to clean the street furniture in the

High Street and Kent Highways have been successful in obtaining funds to repaint the white lines in the High Street. This is programmed for the end of March but will be moved to April if the road conditions look unfavourable, to ensure that the results are long lasting.

Residents are invited to join in and carry out a Great British Spring Clean in their own street during March.

8.10 Councillor Training

It was noted that Cllrs James Barnett, Trevor Bryant, Mrs Jill Davison, Richard Davison, Alan Layland, Stuart McGregor, Bob Orridge Clive Pearman, Mark Robson and Joseph Woollorton had attended the in house training session on 30 January, covering the Code of Conduct, Community Engagement, Social Media, Chairmanship, the Planning System, CIL payments and Local Issues.

Cllr R Todd left the meeting.

8.11 KALC Training

Resolved: that Cllrs Alan Layland and Roger Bell should attend the Planning Conference at West Faversham on 23 March, along with Cllr James Barnett if he is available.

8.12 SDC Making it Happen Community Awards

Sevenoaks District Council is once again looking for unsung heroes as part of its annual Voluntary and Community Awards. Members put forward a number of groups and organisations for consideration, who will be entered.

8.13 Battle's Over 11 November 2018

The Pageantmaster, for the Battle's Over – A Nation's Tribute, is asking Communities to sign up early to take part lighting a beacon to commemorate the end of the First World War and recognize the efforts of the army of men and women on the home front. The event is taking place on 11 November 2018. Members considered leaving a light burning upstairs at Doggetts Barn but

Resolved: that the Open Spaces should consider the possibility of installing a beacon on the Great Stone Bridge land by the river.

8.14 Request for Permission to relocate street light column in Grange Close

Resolved: to allow Asprey Homes to relocate the existing column in front of the site by approximately 1.8m at their own cost.

8.15 Local Council Awards Scheme

Resolved: to confirm that all documentation and information are in place to submit an application for the award of the Foundation Standard of the Local Council Award Scheme and to submit the application to the Accreditation Panel for consideration, at a cost of £80.

9. PRESS RELEASE

Resolved: to issue press releases on the Wildlife Report and the granting of the Lease to Nomads.

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 Staffing Issues Legal Issues

Members noted the change in staffing on the grounds team and

Resolved: to provide training in risk assessment/manual handling, working at height and hedge cutting for all four members of the groundstaff and PA2 and PA6 spraying and COSHH for the new member of staff.

10.2 Development Updates, none

10.3 Legal Issues

Resolved: following advice from the Lawyers appointed by the Council's Insurance company to strongly defend the historic case submitted to the courts. Cllrs S McGregor and M McArthur will oversee the process.

10.4 Right of Access Church Cottage and Forge Green

Letters were sent on 4 January, to the residents who had gates accessing the Council's land at Forge Green requesting that they remove the gates and block up the access within one month. The Chairman and Cllr Layland met with the residents on 12 January, and did their best to answer questions and respond to the statement from their solicitor. It transpired from the meeting that some of the residents were using their gates to carry out grass cutting on the Green.

The Council's solicitor drafted a second letter clarifying the status of the land, restating the position regarding the right of access and advising them that they should cease carrying out maintenance on the Council's land, as they are not covered by any insurance, and report any issues to the Council who will instruct the groundstaff to address them.

The meeting closed at 9.30pm.

Minutes of the EDENBRIDGE EMERGENCY PLANNING COMMITTEE held at Rickards Hall at 7.30 pm on Monday 6 February 2017

Present: Cllrs M V McArthur (Chairman), R Bell, Mrs J Davison, R Davison (ex officio), A Layland, S McGregor (ex officio), B Todd (Vice-chairman); and K Jeffries-Elliott, and R Rooth

In attendance: K Staff - Deputy Town Clerk,
There were no members of the public and no press present.

1. Apologies for absence

Apologies were received from B Brownless, S Cash, J Edwards, D Johnson, V Pearman, L Brown, J Martin, T Norton, M Watts.
Cllrs J Barnett and T Bryant were absent.

2. Declarations of Interest

None were declared by the Councillors present.

3. To receive and sign minutes of the Emergency Planning Committee meeting held 7 November 2016

Resolved: that the minutes be signed as a true and accurate record of the meeting

4. Matters arising from the minutes not covered elsewhere

4.1 Amateur radio skills training and exercise

Members noted two councillors had requested to attend the foundation licence course. The practice exercise had yet to be arranged. Cllr J Davison offered to hand over her allocated radio when new people had been trained.

4.2 Edenbridge Multi Agency Technical Flood Group

It was noted the proposed meeting of this group had not yet been arranged. Members would be given the opportunity to express an interest in attending once this was arranged.

5. Financial matters

Members noted the budget and expenditure up-date to 31 December and that the grant funding from SDC for the aerials installation at the Depot was shown under sundry receipts, and the matching expenditure was shown under equipment/tools. There was £50 remaining of the original £200 budget allocation to this committee for 2016/17.

The budget for 2017/18 had been increased by £75 to cover the increased cost of the new radio licence.

6. Review of activity since last meeting

6.1 Drainage issues

Members noted meetings had been held with KCC Highways to discuss surface water drainage and insufficient gully points to capture field run-off. Blocked gullies had been cleared promptly when reported in the High Street but it was accepted that there are ongoing problems in Crouch House Road and Lingfield Road, and in Waitrose car park. Substantial investigations underground were planned to commence 8 February.

The need to encourage landowners to carry out ditching to remove debris following hedge-cutting was also noted.

6.2 Survey of the River Eden

It was noted the committee chairman and vice-chairman were included in a small group of town councillors which received a briefing on the initial report from a survey of

structures on the upper reaches of the River Eden. This was carried out by Kent Wildlife Trust on behalf of the Environment Agency. The Trust next wished to arrange a wider meeting of stakeholders/riparian landowners, to make a presentation and consult on proposals for the future. The Council as a community stakeholder, responsible for the retention dam off Town Field east of the Great Stone Bridge, had offered to host this meeting in Rickards Hall – date as yet unknown.

7. Forthcoming activities

7.1 Audit of equipment and first aid supplies

An annual equipment stock take and First Aid kit check was due in the next month, and it was

Resolved: that Cllr Todd, K Jefferies-Elliott and R Rooth would volunteer to help

7.2 Edenbridge Community Emergency Plan revision

The Emergency Plan has been updated to reflect the new communications equipment and its usage, but a review of properties at risk is still outstanding. It was

Resolved: that Cllrs R Todd, S McGregor, and also R Rooth would assist with this activity

Additionally, KFRS have requested that we consider adding information on open water sources such as ponds, tanks, and swimming pools, to the Emergency Plan, which could be used to help extinguish a fire, and which would be replenished free of charge afterwards. It was

Resolved: members would report any such resource to the committee chairman for inclusion.

8. Information Exchange

8.1 Kent Police Service

No representative was present

8.2 Kent Fire & Rescue Service

No representative was present

8.3 Sevenoaks District Council Emergency Planning Officer

A new officer had just been confirmed in post, appointed from within SDC team

8.4 Edenbridge First Responders

No representative was present

8.5 UK Power Networks – power extra help

Members noted UKPN campaign to encourage more vulnerable residents to register for support at times of power cut, leaflets were available, and that the Council's winter newsletter had included information on this.

9. DATE AND VENUE OF NEXT MEETING

Monday 3rd July 7.30pm at the Sports Pavilion, Lingfield Road Recreation Ground

10. PRESS RELEASE

Members wished the UK Power Networks campaign to be the subject of a Press Release

The meeting closed at 8.05pm.

Minutes of a meeting of the PLANNING & TRANSPORTATION COMMITTEE held in Rickards Hall on Monday 27 February 2017 at 7.30pm

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

In attendance: Cllr C Pearman, D Slater (Finance Officer), L Eaton (Admin Officer) and four members of the public, but no press.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllr M McArthur (unwell).

2. DECLARATION OF INTERESTS OR PREDETERMINATION

Cllr S McGregor declared a non-prejudicial interest in planning application 17/00387/HOUSE as he knows a next door neighbour.

All the members have a non-prejudicial interest in planning applications 17/00254/FUL and 17/00255/LBCALT as the applicant used to run the Bookshop in Edenbridge and was a past Town Councillor.

The District Councillors 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.

The meeting was closed

3. PUBLIC QUESTIONS

The planning consultant for applications 17/00254/FUL and 17/00255/LBCALT spoke briefly and explained it was a family project (they all own the building), and they wished to convert the store at the rear of the site into a one bedroom dwelling.

Cllr M Robson stated that all the remedial works to the embankment at Edenbridge station had now been completed and Network Rail had done an excellent job – he wished to have this minuted.

The meeting was reopened

4. TO RECEIVE AND SIGN THE MINUTES OF THE PLANNING & TRANSPORTATION COMMITTEE HELD ON Monday 23 January 2017

Resolved: that the minutes be signed by the Committee Chairman as a true and accurate record of the meeting.

5. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE, FOR REPORT ONLY – none

6. PLANNING APPLICATIONS TO BE CONSIDERED

Demolition of flat roof store, potting shed, derelict greenhouse and existing greenhouse and erection of extensions to an existing garage. **Okdene 5 Delaware Cottages Hever Road Edenbridge Kent TN8 7LD** Ref. No: 17/00387/HOUSE

Previous applications have been overbearing in the green belt. Members wish the Planning Officer to check carefully and support the Officer's decision.

Proposed change of use of a store building to a 1 bedroom dwelling. **Edenbridge Bookshop 79 High Street Edenbridge KENT TN8 5AU** Ref. No: 17/00254/FUL

In the past the Bookshop was the centre of the town, with lots of associated history, and members wish the Conservation Office to look at the application. Members believe

planning permission may have been given some years ago. They support this application, provided the Conservation Officer is satisfied.

Proposed change of use of a store building to a 1 bedroom dwelling. **Edenbridge Bookshop 79 High Street Edenbridge KENT TN8 5AU** Ref. No: 17/00255/LBCALT

In the past the Bookshop was the centre of the town, with lots of associated history, and members wish the Conservation Office to look at the application. Members believe planning permission may have been given some years ago. They support this application, provided the Conservation Officer is satisfied.

For information

Works to 1 Pine tree. **1 Manor House Gardens Edenbridge Kent TN8 5EG** Ref. No: 7/00420/WTP0

Details pursuant to condition 16 (construction vehicle loading, unloading, parking and turning) of planning permission SE/13/00134/FUL. **Land At Station Road & Fircroft Way Edenbridge TN8 6HQ** Ref. No: 17/00399/DETAIL

Details pursuant to condition 17 (parking for site personnel, operatives and visitors) of planning permission SE/13/00134/FUL. **Land At Station Road & Fircroft Way Edenbridge TN8 6HQ** Ref. No: 17/00441/DETAIL

Details pursuant to condition 18 (guard against the deposit of mud, stones and similar substances) of planning permission SE/13/00134/FUL. **Land At Station Road & Fircroft Way Edenbridge TN8 6HQ** Ref. No: 17/00442/DETAIL

7. SDC PLANNING DECISIONS

The decisions were noted, but Cllr J Barnett raised application 16/03607/FUL – Conversion of a building into a residential dwelling. **Clatfields Shernden Lane Marsh Green Edenbridge Kent TN8 5PS** – which had been granted by SDC.

At the time of the application, members' response had been:

Members object to this application as they do not believe there is enough of the existing structure remaining for it to be considered a conversion.

District members

Resolved: to look into this.

8. PLANNING BUSINESS

8.1 Planning Appeal APP/G2245/W/16/3159096

Redevelopment of site comprising of the demolition of existing vacant industrial building and the erection of 36 affordable residential units, 50 car parking spaces, associated highways and landscaping works. **Westerham House Fircroft Way Edenbridge KENT TN8 6EL** Ref. No. 15/00376/FUL

Members noted the appeal to the Secretary of State, against SDC's refusal of planning permission for the above, had been allowed.

8.2 Local Plan for Sevenoaks District 2015-35

8.2.1 Call for Brownfield Land

As part of preparing the new Local Plan for Sevenoaks District 2015-35, Sevenoaks needs to find land to accommodate new development and supporting infrastructure. A group of members had met earlier and suggested the following:

Phillippines	horticultural site – greenhouses
St Johns/Station Rd corner	
Leathermarket	derelict building/car park

Jewsons
KCC land Four Elms Rd
Crouch House Rd

storage behind
playing fields, school buildings, cadets building
land rear of St Brelades

Members discussed other possible sites and added the land at the back of Magic Wok. They

Resolved: to forward these suggestions to SDC.

8.2.2 Open Space, Sport and Leisure Study Consultation

SDC had sent a table identifying Open Spaces within Edenbridge, and asking for any comments, proposed changes and additional information. Prior to the meeting, a group of members had discussed and annotated the table. Members

Resolved: to forward the comments/amendments to SDC.

8.3 Housing white paper on 'Fixing our broken housing market'

The government has introduced plans to fix the broken housing market and build more homes across England, and is consulting interested parties on changes to planning policy and legislation in relation to planning for housing, sustainable development and the environment. The consultation ends on 2 May 2017.

Resolved: that Cllrs A Layland, S McGregor, B Orridge and J Scholey would complete the survey, and their comments go to April Council.

9. TRANSPORT BUSINESS

9.1 Road issues

9.1.1 Speed in Crouch House Road

A resident had requested that the Town Council consider installing five speed ramps, of standard size, between Crouch House Cottages and Stangrove Road, to deter speeding in Crouch House Road.

Members discussed the request and

Resolved: to ask the speed watch group to carry out checks in the area, and invite the resident to join the speed watch team.

9.1.2 Drainage update.

Kent Highways Drainage Engineer had reported that the owner of the land adjacent to Back Lane, Marsh Green, had carried out some ditching works. The recent heavy rains confirmed there was still an issue with the pipes under the field entrances which still appear blocked. Highways were going to try jetting them to see if the situation could be improved, and were also going to carry out some minor works to the swale on the Green to help it retain water and prevent runoff into the road.

The promised works at Crouch House Road/Lingfield Road had been carried out, and within the next three months Kent Highways drainage team will carry out works to replace the pipes that link to Lingfield Road and increase their size.

9.2 Rail issues

9.2.1 Railfuture meeting 9 February 2017

It was noted Edenbridge's application for DfT funding for the installation of disabled access at both Edenbridge stations, and increased parking at Edenbridge Town station, had been mentioned at the meeting of the Sussex and Coastway division of the London and South East regional branch on 9 February.

9.2.2 Transport Focus survey

Transport Focus had invited the Council to participate in their stakeholder research programme – members

Resolved: to individually complete the online survey.

9.2.3 Update from Cllr M Robson

The report from the Uckfield Line meeting on 11 January was noted.

9.3 Aviation issues

9.3.1 Update from Cllr C Pearman

Cllr C Pearman gave a verbal update at the meeting and advised that HWCAAG now had a new chairman, Cllr Colin Stratton-Brown, from Leigh parish.

He also said the DfT have a consultation by the Independent Commission for Civil Aviation Noise on air spaces. The Town Council's Aviation Sub Group will prepare a response, which is due by 25 May.

9.3.2 DfT Night Flight Consultation

Members noted Edenbridge Town Council's Aviation Sub Group's response to the consultation, which was matched by HWCAAG and other councils.

9.3.3 Notification of planned modification to Departure Route 5

Members noted the email from the Community Engagement Team at Gatwick regarding a planned modification to Route 5, one of the nine departure routes used by aircraft out of Gatwick Airport. Cllr Pearman advised that residents in Dormansland were currently suffering from changes.

9.4 Highways report – noted

10. PRESS RELEASE

There were no items on the agenda for which members wished to issue a press release.

The meeting closed at 8.09pm

Minutes of the meeting of the FINANCE COMMITTEE held in Rickards Hall on Monday 27 February 2017 at 8.12pm

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

In attendance: L Eaton (Admin Officer), D Slater (Finance Officer). No members of the press or public were present.

1. APOLOGIES FOR ABSENCE

None.

2. DECLARATIONS OF INTEREST

None.

3. TO RECEIVE AND SIGN THE MINUTES OF THE FINANCE COMMITTEE HELD ON 23 JANUARY 2017

Resolved: that the minutes of the Finance Committee meeting held on 23 January 2017 be signed by the Committee Chairman as a true and accurate record of the meeting.

4. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT COVERED ELSEWHERE (FOR INFORMATION ONLY)

4.1 Investmnet

Members noted that following the decision at January Finance meeting, £50,000 has been invested with Lloyds Bank for 12 months at 0.9%.

5. FINANCIAL STATEMENT AND ANALYSIS OF RECEIPTS AND PAYMENTS

Members noted in detail the income and expenditure transactions for the month and

Resolved: that Cllrs S McGregor and R Davison should sign the Financial Statement for the end of January confirming the analysis of receipts and payments, paid expenditure transactions, and authorising the payments of unpaid expenditure transactions. To approve the financial comparisons and to accept the transfers into and out of reserve accounts.

5.6 Fund Transfer

Capital Reserves

Transfer In: Nil

Transfer Out: £218.40

Revenue Reserves

Transfer In: £25,000.00

Transfer Out: Nil

5.7 Paragraphs 5.1 to 5.6 approved by resolution of the Council:

5.8 Invoices outstanding for more than 3months

None

6. FINANCE BUSINESS

6.1 Review of Financial Regulations

The Financial Regulations had been updated in line with the current Model Financial Regulations provided by National Association of Local Councils issued in January 2016, and adopted by Council in May 2016. Members reviewed The Financial Regulations and did not propose any amendments at this time. Members

Resolved: to approve the review of the Financial Regulations.

6.2 Review of Financial Risk Assessment

Members recalled that the Risk Assessment document was updated 2015. A copy of the Financial Risk Assessment was attached for members' information, and no amendments were proposed at this time. Members

Resolved: to approve the review of the Financial Risk Assessment.

6.3 KALC – Best Practice Workshop

Members were advised that Kent Association of Local Councils (KALC) were holding a 'Preparing for your Audit – Best practice workshop' and

Resolved: the RFO should attend on Saturday 1 April at Ditton Community Centre at a cost of £30 plus VAT.

6.4 Barclays Cyber Safety Presentation

Barclays had advised the Council of a free presentation they are hosting on 7 March at Kings Hill covering fraud, cyber attacks and data theft. Members

Resolved: the RFO should attend this presentation.

6.5 IT Price Increases

Members were advised that the Council's computer technical support service had advised the Council of Microsoft's increase to charges effective from 1 January 2017 and also an increase to the annual IT contract when it becomes due for renewal in April. Members noted the contract had been invaluable and is very competitive, and it was not proposed to change support at this time.

7. FINANCE CORRESPONDENCE

7.1 Charity Commission News

Members were advised the latest copy of Charity Commission News was available on the following website: ccnews@charitycommission.gsi.gov.uk

7.2 2017/18 Council Tax

The analysis of 2017/18 Council Tax showing the Band D and percentage increase by Parish had been forwarded to the Council by the District Council and had been circulated for members' information

8. PRESS RELEASE

There were no items on the agenda for which members wished to issue a press release.

The meeting closed at 8.25pm

Received Income over £500

January 2017

Start of year 01/04/15

Paying Ref	Paid date	Tn no	Net Cttee	Details	Heading
10108	13/01/17	32224	1,044.50	WI Hall Management Committee -admin support	245
10108	13/01/17	32225	1,000.00	Eden Valley Museum Trust Quarterly rent	235/1
10111	26/01/17	32247	608.60	Cemetery Fee	305
TR170131	31/01/17	32248	2625.00	Community Warden Steering Group Management costs	220/5

#

Minutes of the PERSONNEL COMMITTEE of Edenbridge Town Council held at Doggetts Barn on Tuesday 28 February 2017 at 1.00pm

Present: Cllrs A Layland, S McGregor (ex officio), R Orridge and J Scholey

In attendance: Christine Lane (Town Clerk)

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllrs R Davison (holiday), M McArthur (convalescing) and B Todd (prior engagement).

Cllr J Scholey took the chair for this meeting as the Chairman and Vice Chairman were not present.

2. DECLARATIONS OF INTEREST, INCLUDING ANY AMENDMENTS TO THE REGISTER – none

3. TO CONFIRM THE MINUTES OF THE COMMITTEE MEETING HELD ON 10 June 2016

Resolved: that the minutes of the Personnel Committee meeting held on 10 June 2016 be duly signed as a true and accurate record of the meeting.

4. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE - none

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.

5. DISCUSSION OF PERSONNEL ISSUES

5.1 Staff matters

Members noted the Open Spaces Committee had approved the appointment of two members of staff on fixed term contracts until the end of October, with the remaining 3 days a week being covered by an agency worker.

Resolved: to review the grounds team in the autumn prior to budget setting for 2018.

This year there has only been a minor change in the office staff, with the Tourism Officer reducing her hours and the appointment of an Admin Assistant to cover Thursdays.

5.2 Review of Medical Health Insurance and arrangements

Resolved: to amend the scheme from 1 April 2017, to clarify that cover will end when employment with the council ceases.

Resolved: to invite the one part time temporary member of the council staff, eligible to join this year, to do so.

Resolved: to accept the quote from Aviva.

5.3 Pension issues including Contributions/Policies

Members were advised that the triennial review of employers' contributions had taken place and the employers' contribution for 2017/20 is slightly reduced to 21.4% from 22%. This is calculated to enable the deficit of £119,000 to be recovered in 17 years.

Automatic Enrolment staging deadline of 1 June 2016 was met. The one member of staff who fell into the criteria of having the option to join, chose not to do so. The other members of staff are enrolled in the Kent Pension Scheme which qualifies as an appropriate scheme.

Resolved: to accept the pension policies unchanged as there have been no significant changes to the Kent Pension Scheme.

Resolved: that the proposed banding rates should be applied for the financial year 2017/18 with any staff changing bands on 1 April being referred to Council.

5.4 Equalities Policy Review

Members were satisfied that the Council had complied with its existing policy in the last 12 months.

Resolved: to readopt the existing policy with regard to staff and to propose to Council the adoption of a wider policy, as proposed at this meeting, and that the meeting should continue to carry out a review of the implementation of the policies, which should also be added to the Internal Auditor's check list.

5.5 Succession Planning

Members discussed putting in place a succession plan to ensure that the retirement of key members of staff does not affect the smooth running of the Council.

Resolved: that to address the staff changes expected 2020-2023 a budget provision should be put in place 2020-2021 to enable the appointment of an Officer-elect to replace the Deputy or Clerk when the opportunity arises.

5.6 Health & Safety

The targets and actions set last year were achieved. The Annual Review of the Council's Health & Safety Policy was completed and reported to Council in December. The manual has been updated to reflect recent changes in legislation and guidance.

Resolved: to circulate to staff and members a copy of the revised Health and Safety Manual and staff handbook.

A copy of this year's action list has recently been received – there are no immediate or short term actions required. Only one issue has been identified, to ensure that the fire blanket at the Grounds Maintenance Depot is commissioned, inspected annually and provided with a suitable sign "How to use a Fire Blanket". This action has already been completed.

Health & Safety Performance Review 2016

The Health & Safety Performance Review was reported to January Council. There were no RIDDOR reportable incidents relating to an alleged injury at work/absence of over 8 days.

5.7 Pay rises, job descriptions and job evaluations

Resolved: to award a 1% pay award from 1 April 2017 to all staff, and to review the Head Groundsman's post in light of the increased responsibility he has for team management and Health & Safety. Cllrs J Scholey and A Layland to carry out this review with the Clerk.

Resolved: that the Clerk should to use her discretion in awarding triennial increases, if appropriate, to the one member of staff who is eligible for consideration for a triennial increase within the next financial year

Members considered a review of the banding structure for staff salaries and deemed that no change was required.

Cllr S McGregor took the Chair as Cllr J Scholey had to leave the meeting.

5.8 Legal Issues

Members were aware that a legal claim had been lodged by a previous member of staff and is being defended by the Council's lawyers. There were no further actions they wished to take at this time.

The meeting closed at 2pm

This event presented a wide range of topics relevant to those working at the town and parish council level of local government. It was a chance to share practical experience and expertise among professional colleagues, as well as hear views from keynote speakers. The following are some key points from sessions over the two days:

Planning system and local councils

(in the wake of the recent Government White Paper on Housing)

- local councils need a new approach to development, to be pro-active and assertive in their approach to planning – development IS coming, so
- work out in advance a vision of what the community wants for the future, and pursue it with developers. Make it clear what the community **does** want. Negotiation planning is the way forward. Don't wait until a plan is submitted.
- make sure Community Infrastructure Levy (CIL) requests are reasonable (viable financially, and sustainable)
- Government is looking to simplify and streamline the planning system, considering a standardised approach to assess housing need, more transparency on land ownership, tightening up on use of "planning conditions"
- Neighbourhood Plans are expected to include housing, to set out clear guidelines to preserve local identity, to accommodate housing growth in a good way
- neighbourhood-level planning is here to stay – councils to have a Community Plan or a Council Planning Policy statement, if not a Neighbourhood Plan

Services and Devolution – the view from DCLG

- all Government departments are looking at devolution, decision-making at local level, what will work best for local people, tailored services
- a background of financial and demographic pressures (adult social care, children's services) are side-lining other issues communities care about
- town and parish councils perceived as delivering savings, more trusted by and engaged with community, recognisable outcomes from Council Tax
- but devolution of services is not progressing quickly despite provisions in the Localism Act 2011

– the view from delegates

- biggest challenge to taking on services – how to get funding down from principal authorities, and lack of resources at town/parish level (staff and funding) to take on new activity, perceived as "picking up the pieces without resources"
- concerns about the prospect of referendum on proposed Council Tax rises
- concerns about the future monitoring of Standards for local councils

The value and effective use of Social Media

- getting the community involved, reaching people who do not normally "talk" to Councils... inspire, educate, entertain. There is huge competition for people's attention today – helps to use humour and informal approach
- use Facebook and Twitter in different ways, to build community, a sense of place and pride in the area.
- updates are important, as proof council is taking action, otherwise it is assumed nothing is happening
- must have a (simple) Social Media policy for insurance

Rebranding existing assets

- important to carry out on-going update of promoting assets in the parish to maintain both “local” and outside visitor interest – boosts local economy,
- eg. if you have “trail” how can it be re-marketed, to expand its range of users: arts, well-being, physical fitness, could all overlap on the same asset
- combine fun, education, interaction
- find new uses for established assets, new publicity outlets and types of media, refreshing the content, connect with “new” residents

Youth Councils – building democracy

- young people are the future, important to engage with them
- develops pride in place, and wider community respect for young people
- three types: issue-based, project-based, or wider representation involving reps from many different groups
- needs full support of adult council, including small budget funding, and a “link” councillor committed to support
- nine to 15 seats for youth councillors, age range 13-18 (even younger from 11?) meetings conducted by correct council procedures

The business of forecasting - techniques for planning ahead for activity

- important to allow time and resources for this stage **before** activity starts
- clarify the objective for collecting data, and choose methods – qualitative, quantitative, some of both?
- plan the investigation, and afterwards verify the outcome against the objective
- big problem for the public sector is its lack of connections – with its “customers”, and between organisations not sharing information
- public sector needs to collaborate more, multi-discipline team-working required to co-create solutions.

Kathy Staff

Deputy Town Clerk

Harris Federation – support for a Secondary Free School application in Edenbridge

1. Having met the group working on the feasibility of opening a secondary free school in Edenbridge, Harris Federation could offer 2 options to assist the Town Council. This paper is to give a brief summary of those options.
2. Before outlining the options it may be useful to say more about what the Harris Federation is and our track record. We are a not for profit organisation operating schools in London and the area inside or close to the M25. We currently have 41 schools, including 21 secondary schools and a sixth form college. We are one of the top performing groups in the Country.

The DfE have published data on the performance of Multi Academy Trusts (MATs) in the Summer 2016 exams. At Key Stage 4 (KS4):

- We were one of 47 MATs to be included by the DfE in their analysis.
- 17 Harris secondary academies were included in the data – all of which were in their third academic year or more of being a Harris School by 2015/16. 45% of the cohort of students were 'disadvantaged' and 32% had English as an Additional Language.
- The Progress 8 score (GCSE score showing progress in performance at age 16 from that at age 11 per pupil across 8 key subjects) across the 17 Harris academies was **+0.42**. (The national average score is zero). This was the **third highest score of any MAT**. It is worth noting that the two higher scoring ones had far fewer academies (5 and 3, compared to our 17).
- The DfE consider our Progress 8 score to be 'significantly above average' – we are one of just 11 MATs to achieve this.

Over 75% of our secondary academies (that have been inspected) are Outstanding and all are at least Good. This needs to be compared with the national average of less than 25% of schools being Outstanding. We have 3 of our secondary schools that we have opened from new and have been open long enough to be inspected by OFSTED. All 3 of these schools were found to be Outstanding. The GCSE results and Progress 8 scores achieved by our Academies in 2016 is attached at Annex A. (Not all have Year 11 students yet of course)

In terms of experience in bidding and opening free schools we currently have 2 secondary schools, one Sixth Form College and 5 primary schools open as free schools (we have opened 2 other secondary schools from new as academies).

In the pipeline we have 5 secondary schools, 3 sixth form colleges and 1 primary school approved to open as free schools and currently having their sites acquired and the buildings constructed before opening. We have 3 secondary schools and 1 primary school applied for and awaiting approval from the September 2016 bidding round. We know how to bid and open free schools!

3. Option 1

Lord Harris wants to be helpful to the proposal to have a secondary school in Edenbridge. Under this option Harris Federation would support the team promoting the Free School in writing the application should the Town Council wish to find an educational provider who would write the Education Vision for the school and help to deliver it. Harris Federation would not support the running of the school (as we would need full control to put the Harris Federation name to it) but could provide some advice and consultancy.

4. Option 2

In this option Harris Federation would make the application for the Free School and would operate the Free School. Harris Federation would need to have control of the Governing Body by appointing the majority of Governors but could reserve two appointments for the Town Council to nominate.

It would be a school with an all ability intake and an academic focus with an intake of 180 students a year and a sixth form of 300. The specialisms of the school could be agreed with the Town Council but would normally include Enterprise because the Sponsor is a businessman and entrepreneur. This would include personal enterprise and citizenship. If the Town Council wanted to explore this option more we could come and present the philosophies on which our schools are run: excellent teaching and learning; high expectations of behaviour and achievement; relentless focus on data and student progress; and holding everyone to account for the success of every child – enabling him or her to be the very best they can be. But each of our schools is rooted in its local community and shapes its curriculum and ethos to reflect that community.

Because of our experience and track record with the DFE our education credentials are taken as read, so the Free School application tends to turn on proving that there is demand for places in the area. That would be the critical element to prove. We would work with a project team nominated by the Town Council to engage the community and shape the application to meet local aspirations. Once approved to open, that project team would change into a steering group to whom we would report the work, and progress, with the DFE and the Education Funding Agency to put all the planks in place to allow the School to open. We would underwrite the costs of Federation staff time in making the application. Once approved to move into Pre-opening there is a Development Grant which funds at a basic level the work to be carried out to be ready to open. The Education Funding Agency would meet the capital costs of building the school (although that funding would only provide the essentials for a secondary school – it would not fund anything extra). Once open the school is funded by the DFE like all other state schools. There should be no financial impact on the Town Council – what we would need is local knowledge and commitment from some Councillors to making it happen.

5. Possible visits to our schools

We don't have any schools in quite the same environment as Edenbridge but our academies at Chobham (on the Olympic Park), as a relatively new school; and Chafford Hundred in Thurrock, might be the best to visit to get a feel of our secondary schools.

Chris Randall
Director of New Developments
Harris Federation
Email - chris.randall@harrisfederation.org.uk

28 February 2017

SECONDARY ACADEMIES

	Ofsted	5 A* - C including Maths/English 2015/16	Progress 8 2015/16
Harris Academy Battersea (2014)	Not yet inspected – joined 2014	67%	1.16
Harris Academy Beckenham (2011)	Good	65%	0.72
Harris Academy Bermondsey (2006)	Outstanding (2 consecutive inspections – 2008/09 & 2014/15)	59%	0.32
Harris Academy Bromley (2011)	Good	64%	0.29
Harris Academy Chafford Hundred (2011)	Outstanding (2011/12)	84%	0.75
Chobham Academy – Secondary (2013)	Outstanding (2014/15)	N/A	0.46
Harris City Academy Crystal Palace (1990)	Outstanding (3 consecutive inspections – 2007, 2009/10 & 2014/15)	82%	0.44
Harris Boys' Academy East Dulwich (2009)	Outstanding (2011/12)	64%	0.50
Harris Girls' Academy East Dulwich (2006)	Outstanding (2011/12)	73%	0.95
Harris Academy Falconwood (2008)	Outstanding (2 consecutive inspections – 2010/11 & 2014/15)	74%	0.26
Harris Academy Greenwich (2012)	Outstanding (2013/14)	67%	0.36
Harris Invictus Academy Croydon (2014)	Outstanding (2016/17)	N/A	N/A
Harris Academy Merton (2006)	Outstanding (2012/13)	57%	0.55
Harris Academy Morden (2012)	Good	40%	0.69
Harris Academy Peckham (2003)	Good	45%	0.20
Harris Academy Purley (2009)	Outstanding (2011/12)	57%	0.05
Harris Academy South Norwood (2007)	Outstanding (2009/10)	58%	0.43
Harris Academy Upper Norwood (2013)	Outstanding (2014/15)	46%	0.58
Harris Westminster (2014)	Outstanding (2016/17)	N/A	N/A





EDENBRIDGE TOWN COUNCIL



Edenbridge Town Council Annual Report 2016-17



Edenbridge Town Council

All parishioners are welcomed to the
ANNUAL TOWN MEETING being held in **EDENBRIDGE W.I. HALL**
on **MONDAY 27 March 2017** at 8pm.

AGENDA

Prior to the start of the meeting there will be an exhibition by local organisations some who have received grants from the Council and by the Neighbourhood Plan Team. During this time coffee & tea will be served.

1. The Chairman will welcome guests and parishioners
2. The minutes of the 2016 meeting will be signed as a correct record
3. Chairman's Annual Report for 2016/2017 – circulated
4. Update by Annette Hards on the Neighbourhood Plan progress
5. Comments by the Leader Cllr Peter Fleming on behalf of Sevenoaks District Council
6. Comments by Cllr Clive Pearman on behalf of Kent County Council
7. Comments by Chief Inspector Roscoe Walford, Sevenoaks District, Kent Police
8. The Chairman will invite any other business which electors wish to raise, there being no Special Resolutions for consideration

Edenbridge Annual Town Meeting 2016

Prior to the start of formal business, residents had the opportunity to view displays by groups and organisations who received grants from the Council last year and by the Neighbourhood Planning Group.

The Annual Town Meeting was held on Monday 18 April 2016, at 8pm in the Women's Institute Hall, by kind permission of the Management Committee. The Chair was taken by Cllr S McGregor, Chairman of the Town Council. There were 81 members of the public present, including eleven Town Councillors of which three District Council and one County Council, four Town Council Officers, the Community Warden and seven invited guests. One representative of the press was present.

1. The Chairman's Welcome

The Chairman welcomed County Cllr Clive Pearman, Cllr Phillip McGarvey, Chairman Sevenoaks District Council, Chief Inspector Roscoe Walford, Kent Police, PCSO Simon Humphreys, Kent Police, Lesley Bowles, Chief Officer for Communities and Business Sevenoaks District Council, and Annette Hards, Chairman of Edenbridge Neighbourhood Plan Group. Apologies were received in advance from: Cllr John Hodson Hever Parish Council, and Cllrs J Scholey, Vince Maynard and Joseph Woollorton, Edenbridge Town Council.

2. The minutes of the 2015 meeting were signed as a correct record

The minutes of the Annual Town Meeting, held on 2 March 2015, at 8pm in the Women's Institute Hall, were signed by the Chairman in accordance with Standing Orders, having been available on deposit in the Library and on the website.

3. Chairman's Annual Report for 2015/2016

The Chairman presented his Annual Report (copy attached) which had been circulated throughout the town. He highlighted the replacement roof at the Lingfield Road Sports Pavilion and the completion of the scheme to upgrade the street lights. No questions were raised from the floor.

4. Neighbourhood Planning

Annette Hards, Chairman of Neighbourhood Plan Group, gave an update (copy attached) on the various studies undertaken in the last 12 months which provide the evidence base for the plan. A Character Area Assessment had been undertaken, along with Local Housing and Business Needs Surveys. The Edenbridge Design Statement had been updated and the Environment Task Group surveyed all the Green Spaces in the town. Cycling and walking routes have been identified along with gaps in infrastructure, most particularly for medical facilities. Draft policies have been written with every household receiving a booklet asking for comments as part of the ongoing consultation.

5. Comments on behalf of Sevenoaks District Council

Cllr Phillip McGarvey, Chairman of Sevenoaks District Council, explained that he was coming to the end of his term as Chairman and following in Cllr Jill Davison's footsteps had been difficult. However, he had attended over 150 different functions, raising the profile of the district, including Lullingstone Castle and the White Oak Indoor Bowles Centre.

He had worked on cross border issues and noise control at Brands Hatch. Finance remains a key issue with the grant received from Central Government reducing from £633K to £0 next year. The District Council was still on target to become self-sufficient, having changed its investment policy which has allowed them to agree a Band D Council Tax of £198.

Q. A resident asked why council tax was always quoted as Band D when his was considerably higher.

A. Cllr McGarvey explained that this was the standard reporting method, which enables comparisons to be made between all councils.

Q. A second question regarding parking enforcement was asked.

A. Cllr McGarvey highlighted the fact that, not unexpectedly, better results were achieved in town locations rather than rural locations so they were targeted more often.

Other works undertaken by the District had included 840 food premises inspections and dealing with 300 stray dogs.

Lesley Bowles, Chief Officer for Communities and Business, Sevenoaks District Council, was welcomed and introduced. She explained that she was there as Pat Smith, Chief Housing Officer, was unwell. Concerns over budgets, maintaining services and contributing to the local Economy were taxing all Local Authorities. Changes from retail to housing were having an impact and some commercial space was being retained. The Local Plan was being reviewed and the next stage was a review of Leisure services.

Over 30 organisations, including the CAB, had benefited from the Community Awards scheme; she hoped that this type of support could be continued in future years. Work continued to improve life for vulnerable residents. As part of making Sevenoaks District dementia friendly, the Shop Safe scheme was being launched. Businesses and residents can register, and in cases of need, a central telephone number can be called which will provide next of kin contact details. In addition, dementia friendly training is taking place in Edenbridge for local taxi drivers on 29 April.

Lesley confirmed funding had been obtained and support has been offered for local businesses to help retailers improve their marketing and customer services skills.

6. Comments by Cllr Clive Pearman on behalf of Kent County Council

Cllr Clive Pearman presented an interesting update on life at County Hall before moving on to highlight issues covered in his annual report, copy attached. Further budget cuts are on the way once the members have turned their solid endeavour into business acumen. Concerns over the outcome of the in/out referendum has also added to future uncertainty, with the added pressure of developing plans for local devolution. Government funding has been promised to find a solution to Operation Stack. The Lower Thames Crossing and possible expansion of Gatwick Airport continue to keep the elected members busy.

Cllr Pearman addressed the two questions submitted in advance of the meeting.

Q. Is there likely to be an improvement in the standard of highways maintenance, and if the current structure of three levels of local Government was the best arrangement.

A. In the first case, it was explained that the vast majority of Kent roads were built in the 1920s so are inherently unsuitable for modern cars, combined with the huge increase in HGV's, maintenance would remain a challenge. Cllr Pearman had personally challenged Amey, the current contractor, and was working with Officers to ensure the full terms of the contract were being met. On the second issue, devolution was top of everyone's agenda. Options are under discussion to find the best way to take this forward.

7. Comments by a representative of the Police

Chief Inspector Roscoe Walford, Sevenoaks Division, explained that Edenbridge was a safe place to live, with only 53 crimes per 1,000 residents, lots of those being traffic related. His patch covers 142sq miles and his team try to provide the best service they can, this includes keeping cross border criminals out of the district. Crimes committed have changed over the years with greater emphasis on cybercrime, radicalisation and terrorism. Staff cuts over the last few years have resulted in proportionate justice and a greater role in providing a place of safety to those with mental health difficulties. Antisocial behaviour causes distress and the police is working with the Housing Associations to try to improve this.

The advantages of social media are sometimes out -weighed when incidents get blown out of proportion, as was the case recently with reports of a white van targeting school children.

PCSO Lorny Booth has now joined the Kent Constabulary and become PC Lorny Booth. More PCSOs are being trained, once they are available needs will be assessed and it is hoped to replace her, strengthening the team and the excellent work of PCSO Simon Humphreys.

8. Other Business

The Community Warden encouraged residents to sign up to join the Local Community Speed Watch Team helping to make the local roads a safer place to drive.

The Chairman opened the meeting to questions.

Q. The appalling condition of Station Approach which, despite the kind efforts of some near neighbours sweeping it, is covered in leaves and slush.

A. Network Rail/Southern be asked again to resolve this ongoing issue. (Action Town Council)

Q. Why was the planning application for 300 houses not rejected, as the infrastructure to support it is not in place.

A. Lesley Bowles explained that the application was rejected by Committee at SDC but the applicants took the matter to appeal. At the appeal, evidence was put forward, which unravelled and the Inspector's decision was to allow the proposal. Under planning law the developer will be required to provide funding for infrastructure under the Community Infrastructure Levy.

Medical Facilities

The Chairman asked Simon Morrison GP and Ian Ayres from Kent Community Health NHS Trust if they would like to say anything about provision of medical facilities in the town. Mr Ayres advised that the Clinical Commissioning Group and the Doctors are going to be carrying out a range of listening events as part of an engagement process to look at the best way to meet the needs of local people. Meetings are expected to take place in early May and will look at activities at the hospital, as well as a new doctors surgery. There may be the need to make some trade-offs but overall budgets would be protected. The initial events are to give residents the opportunity to engage with the GP Surgery, it will be an open process and will not be carried out behind closed doors. Following the three month listening exercise, plans will be developed before a formal 30-90 day consultation takes place.

Q Cllr Clive Pearman was asked to comment on the position of the Edenbridge and District War Memorial Hospital and if he knew if it was owned by the community.

A. He stated that the experts were the medical representatives present and he was sure that they would be looking into this.

Q. Why had there been no consultation with the town over the 300 homes application?

A letter has been sent to the local MP asking him to take up this issue. A. All the correct consultations had taken place and it had been in the local press.

Q. What was going to happen to the scruffy piece of land at the end of St Johns Way, at the roundabout?

A. Lesley Bowles suggested that a request be submitted to the District Council for an Environmental Visual Assessment so that options could be considered. (Action Town Council)

Rev Stephen Mitchell invited everyone present to attend the Civic Service to celebrate the Queens 90th Birthday at the Parish Church on June 11 and the family BBQ at Rickards Hall afterwards.

Q. What was being done about the flashing sign at the north end of the town?

A. Funding had been found from the Town Council and Sevenoaks Community Safety Partnership for it to be replaced. It was on order and should be installed soon. (Action Town Council)

Q. The County Councillor was asked to comment on schools in the town.

A. Over two years ago the Town Council and County member had been lobbied to ensure that sufficient primary school places were available and plans had been approved to increase pupil numbers to 600. Two new classrooms would be available, for 2017. There were not enough pupil numbers to support a secondary school, unless it was provided through the academy route.

The Chairman thanked Charles Laver for providing the sound system, the Council staff, the organisations who had provided displays and everyone who had attended.

The meeting finished at 10.05pm.



EDENBRIDGE TOWN COUNCIL

Chairman's Report



It has been an interesting year at the Town Council. Whilst there have been some difficult issues, such as traveller incursions and graffiti to deal with, on the whole, I feel that it has been a positive year. Much of what has happened is covered in the reports of the various council committees and I do not plan to repeat all of that information here.

The Town Council has spent £2,425 this year to date on removing graffiti, and other vandalism and remains committed to removing all instances on our property. Regrettably, this is not the case with other organisations. Much of the problem lies on Network Rail property, over which we have no authority. Despite our best efforts, I regret to say they have remained less than community spirited. The Council has taken up this matter with our local MP, Tom Tugendhat, in the hope he can put pressure on them via the Department of Transport. On a positive note, information has come to the

Community Warden which has been passed on to the Transport Police and we are hopefully awaiting developments.

On traveller incursions, I have to be honest and state that, because we need access for our groundstaff vehicles on to our open spaces to maintain them to the standard we want, we cannot secure our sites completely. However, we have now added a low level fence around Lingfield Road Recreation Ground and are looking into the options for Marsh Green. Our Town Clerk, Christine, as spent many hours minimising the disruption from these unlawful encampments and I publicly wish to thank her and her office team, Lance and his Groundstaff for the efforts they have put in on this and many other issues over the year.

On happier news, last summer, we celebrated the 90th Birthday of our Queen. Here, the Council decided to present commemorative coins to each of our Primary School pupils. They are the future of our community and, as Chairman, I had the great privilege, and pleasure, along with some of my fellow councillors, to present them in the main hall of the school.

The Tourism Forum initiative started some years ago by the Town Council has continued to go from strength to strength, promoting as it does our local sites and heritage. Alongside this, the Council has started a Business Forum initiative and we hope this will help determine how we can support our local economy moving forward.

On planning, the Council has continued to support the Neighbourhood Plan project as well as the emerging Local Plan at district level.

As we move forward, new developments in the town are required to pay the "Community Infrastructure Levy" to help provide the infrastructure needed to support the development. A percentage of this comes to the Town Council and we have a list of projects waiting to spend it on. We received our first payments from this levy this year and are looking to make refurbishment of the public conveniences our first project. Looking further forward, we have aspirations to improve the entrance to the North of the town. We also have the intention of upgrading the playground at Spitals Cross, although this is having to wait for SDC to finalise its plans for the area.

Sport is important to our community. This year the council has extended the lease of Blossoms Park to our Cricket Club who have great plans to invest in and improve the facilities on the site and we are pleased to support them in their efforts. Also, just two weeks ago, we renewed the lease at their Mowshurst Ground to the Nomads Football club and we continue to wish them every success in the future.

Moving forward, we have plans to install solar panels, now the roof has been upgraded, on the Sport's Pavilion at the Recreation Ground to bring in income.

In addition to our sports teams, our volunteer groups in the town continue to go from strength to strength. Our twinning group continues to foster ties with our twin town of Mt. St. Aignan near Rouen in France and they know that these friendships will continue long after Brexit is a memory.

Edenbridge Players and Forge Singers continue to put on excellent productions and the Museum continues to fascinate and educate us with its excellent exhibitions. I cannot mention all the successes of each group here, but there is one I must single out: the Volunteer Transport Service which was honoured with an award last year which I was proud to collect on their behalf. They do our town and community credit. The Town Council is proud to support them and all the other volunteer groups in town.

In Edenbridge we have a great community. This community has shone over the last 12 months. All in all I feel we have had a positive year, and as I step down after two years as Chairman, I wish my successor all the best for the future.

Cllr Stuart McGregor
Chairman, Edenbridge Town Council

About Us



Edenbridge Town Council consists of 15 members elected from the two wards of the parish. Council meetings are usually held on the second Monday of every month. Various other committee meetings generally take place on Mondays. The Town Council is responsible for management of the cemetery, parks, open spaces and many of the local sporting facilities in the parish. It provides allotments and car parks, is the local contact point for reporting street light faults, and for the purchase of black, clear and garden refuse sacks.

Edenbridge Emergency Planning Committee

Edenbridge's Emergency Planning Committee continues to meet regularly with local emergency partners, constantly reviewing and improving its ability to respond to all kinds of emergency events.

Radio communication is a vital part of any response and during the year we installed permanent aerials within the Parish which resulted in a greatly improved coverage of our radio systems. In addition it provides an immediate communication link with the Silver Command centre at Sevenoaks District Council and makes possible a flexible approach of the Volunteer Control Point during an incident. The assistance of co-opted members of the committee in this venture together with the expert knowledge of a local resident proved invaluable in its successful outcome.



This year we had only a small number of flood alerts compared to previous years and there was no widespread flooding. The Emergency Plan has been updated as a result of the new radio upgrade and we are in the process of reviewing the 'at – risk' property list.

The Environment Agency continue to fully support the town and we received a briefing on the initial report from the Kent Wildlife Trust that had been instigated by the Agency with regard to a survey of structures on the upper reaches of the River Eden. As a result it is the intention of the Trust to arrange wider meetings with various stakeholders that will be hosted by the Council.

Drainage issues with regard to blocked drains and gullies which are reported to KCC are closely monitored by council members and it is pleasing to see a more active response to these issues.

A Multi Agency approach continues to be the way forward and we have set up the 'Edenbridge Multi Agency Technical Flood Group' this ad – hoc group will consist of representatives from the Environment Agency, KCC Highways, KCC Flood Risk Management , Southern Water and the SDC Emergency Planning and it is our intention to meet in the near future.

We are always looking for volunteers to assist us, if you think you might be able to help out, please contact Kathy Staff, the Deputy Town Clerk on 01732 – 865368, or call in to the Council offices at Doggetts Barn to discuss further with Kathy.

Cllr Bob Todd
Deputy Chairman Emergency Planning Committee

Finance Committee



Finance is at the heart of what the Town Council does. With the money we collect we are able to provide our services, maintain our public spaces and provide grants to local organisations. What we spend is, at the end of the day, your money. Knowing this, we have managed to keep our Council Tax rise in line with inflation at 1.93%. As a result, the total precept for next year (2017-18) is £476,826, which is £136.07 per Band D property.

I am also pleased to report, that our external auditor has said that the council's finances are well managed. In addition, we have now developed 10-year and 30-year maintenance plans to better help us to manage our expenditure to ensure that there are no surprises and wherever possible so we can keep down spending in future.

As part of this process we are investing in the future. We have budgeted to invest in more solar panels on council buildings, such as the sports pavilion. This should help us keep our energy costs down and save money in the long run.

As always, our biggest budget item remains our "open spaces" expenditure. This is spent on maintaining the parks, the cemetery, the recreation ground, children's playgrounds and other open spaces that make our town such a nice place. The money also goes on upgrading and maintaining the street lights in the town for which the council. We plan to spend £317,955 on "open spaces" in the financial year 2017-18. I would hope you would agree with me, that this is money well spent.

The Town Council also provides grants to various organisations in the town. We have given money to the Eden Valley Museum, the Forge Singers, Citizens Advice Bureau, Edenbridge Players, The HOUSE project and Twinning amongst others. These organisations are at the heart of our community and we are pleased to help fund them. The council also helps fund our Community Warden.

In addition to everything above, there are a lot of small things the council does that are too numerous to mention. All together these activities help improve our town.

Cllr Stuart McGregor
Chairman of Finance Committee

Forward Planning Committee

At its two meetings in 2016 the committee addressed the following:

- To consider the long term future development of the town in line with the council's agreed vision and fundamental principles to ensure a coherent plan to respond to the evolving situations
- Consider the potential devolution of services
- To monitor, update and maintain the council's long, medium and short term plan
- To review the council's five year forecast of revenue, capital and earmarked receipts and payments and make any proposals for revising the forecast
- To make recommendations for the level of precept increase, on the basis of the above plans, to guide committee' budget setting processes
- To make recommendations on policy and capital expenditure to council
- To review the structure and organisation of the council

Cllr. Alan Layland

Chairman of the Forward Planning Committee

Tourism and Footpaths Forums

Eden Valley Tourism Forum: The Council arranges two Eden Valley Tourism Forums a year to encourage visitors of all description to come and enjoy the History and Heritage of the area and to boost the local economy. The latest event held at Taylour House was extremely successful and focused on building relationships between the pubs and other providers.



Eden Valley Footpaths Group: was established to encourage the use of the rights of way network, carry out high impact/low risk maintenance tasks to enhance the work carried out by KCC, and to raise the profile of walking around the area. This year the group has expanded its activities into the surrounding parishes.

Edenbridge Business Forum: Following an initiative by Tom Tugendhat MP a Business Forum has been established bringing together expertise from the Business Community, Chamber of Commerce, Edenbridge Town Council and the Economic Development Team at Sevenoaks District Council. Having established an Action Plan, funding has been given by SDC and used to commission a report on the High Street. It will include an economic analysis and establish current users and gaps in the market. It will look at the flow between Waitrose and the High Street. The information will help develop strategies to increase economic viability of the High Street.

All three groups are independent of the Council

Open Spaces Committee

Quarterly monitoring: Quarterly monitoring is carried out by the members of the committee and ground staff, who are to be congratulated on maintaining the standards of all the open spaces to the criteria set by the councillors and having met the expectations of the town's outdoor sports clubs.

Open Spaces Asset Management Plan: The Asset Management Plan lists the main elements present at each open space site, and under these headings identifies work as being necessary on a year by year basis, with budget costs. Here are some typical projects/work carried out during 2016-2017, which is Year One of the plan.



- Re-surfacing of skate ramps in Blossoms Park
Town Councillors have offered to work with local young people to update the facility
- Re-surfacing part of Stangrove Park pathways (on-going) and wildlife survey of the pond. Small works will be taking place to improve the habitat during the coming year
- Refurbishment of High Street furniture – bins, bollards, seats, finger-post signs and planters
- Repainting playgrounds equipment

Contingency sums for unforeseen events such as vandalism or mechanical breakdown have also been included and identified as such. Significant items of planned maintenance beyond 2025 are also identified to assist with future budget setting, and long term projects are now being considered for a 30 years Maintenance Plan.

Annual Safety Inspections: Safety inspections have been carried out on all of our play areas and the appropriate corrective action has been carried out, if and where required.

Trees in the village 2016: Edenbridge entered the Trees in the Village 2016 competition organised and judged by Kent Men of the Trees. Following a tour around the parishes in the summer, the judges considered Edenbridge “**To be amongst the best we saw**” and concluded “**Edenbridge Town Council have managed the areas in their control very well. The trees are in good health and there are some very interesting park areas with good quality mature trees**”.

Edenbridge in Bloom: For a third year the Town Council supported Edenbridge in Bloom competition, which is run by Coolings Nursery, and again category winners locally went on to do well at the District level. A number of Edenbridge winners received their certificates at a presentation evening in July.

Cllr A Layland
Chairman Open Spaces Committee



Planning Committee

Our town is changing and expanding. 300 houses west of St. John's Way were granted on appeal by the Planning Inspectorate based in Bristol. None the less, the Town Council remains committed to keep opposing inappropriate developments and defending our precious Green Belt countryside. As new people come to our community, we need to look forward to the type of town we want to be, as we move forward into the future.

Looking forward, the most important things that are happening for Edenbridge are the emerging Local Plan at district level and the ongoing Neighbourhood Plan for the town. These two documents will shape our town for the future and it is important that people have their say.

The Local District Plan is beginning to take shape and there will be consultations on it this year. Please take time to think about what is being proposed and make sure you have your say when the consultations take place. This will include consultations on those sites submitted in the District Council's "call for sites".

The Neighbourhood Plan is nearing completion and will be available for people to have their say on the final document when it is ready. Again, your views are important and everyone should make their opinions known.

In addition, the NHS is conducting its consultations on the future of medical services in the town for this too it is vital that you have your say and respond to the consultation and attend, if you have not already done so, the events for this.



Cllr Stuart McGregor
Chairman Planning Committee

Transportation Committee

At the beginning of the year, the replacement speed sign was installed on the B2026 at Marpit Hill. This was funded by the Town Council, in conjunction with the Community Safety Partnership, and replaced the previous one that had broken. After a lengthy period of lobbying by the Town Council, the trees on Station Approach have been cut back, which will make the street lighting more effective.

Throughout the year, the Town Council was engaged, with other local communities and interested groups, in the consultations about possible expansion of flights at Gatwick Airport and the discussions over Airport expansion in the South East. Even now that Heathrow has been selected, we are still involved in this ongoing work to ensure minimum impact of aircraft noise on our community.

On rail, the Council has been actively championing the need for improvement of disabled access at our stations. It is ridiculous that in this day and age that wheel chair users cannot get to and from both platforms at both of our stations. In this work, we have been very well supported by our MP, Tom Tugendhat and we have recently made an application to Rail Futures to fund this access and are awaiting their decision.

Cllr Stuart McGregor
Chairman Transportation Committee



Annual Update Tom Tugendhat MP



Dear Resident,

It is a privilege to represent Edenbridge in the House of Commons. Over the past year we have seen a fundamental shift in the direction of our country as we opted, at last year's referendum, to pursue a new foreign policy.

The coming years will shape our future for decades. As your representative, I am fighting for the best deal for our community. That's why I want to hear from you. I need to know what matters to you as the Government negotiates our terms of departure.

Those of us who live near and in our town know that many other issues matter. Perhaps most obviously the woeful service by Southern Rail. As a commuter on the Uckfield line, I know just how bad the impact can be on our day to day lives. I'm pleased – at the time of writing – that the worst of the strikes may be over but it is clear that Southern and Network Rail need to do much more to improve both reliability and connectivity on both lines through the town. That means investing in repair, maintenance and more staff.

For many the battle for quieter skies remains important. In the past year we've had the publication of the Independent Arrivals Review, which still has work to do, and the Government consultation on future night flights. I've held debates in Parliament and am holding the Government to account, particularly on the absurdity of night flights being restricted in many airports but not Gatwick. Now that a second runway is off the table, my primary focus is on reducing noise.

But there is more we must do. Our town needs investment. With two rail lines, connections to the M25 and links to the airport and Eurostar, we should be doing better. I am determined to play my part in supporting the Town Council to transform our community. If you would like your voice heard on how our town should be run, I urge you to step forward. We need representatives on the council at town, district and county level who are passionate about our community and have the drive to make change.

Finally, the most satisfying part of this job is helping individuals in our community. I'm happy to help whenever I can – I hear about education, health, social services, travel and many other matters and will always do my best. My office is located in Tonbridge to deal with your concerns, and is fully staffed when I am in Parliament. You can contact me there on 01732 441563 or by e-mail on tom.tugendhat.mp@parliament.uk which I will pick up wherever I am.

Thank you all very much for your support so far. It is an honour to represent Edenbridge.

Best wishes

Tom

Tom Tugendhat MBE
Member of Parliament for Tonbridge and Malling
130 Vale Road
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Kent
TN9 1SP

01732 441563
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Consolidated Balance Sheet

31/03/15 £			31/03/16 £
	Long Term assets		
0	Investments		0
0	Long Term Debts		0
0	TOTAL LONG TERM ASSETS		0
	Current assets		
350,100	Investments	420,252	
0	Loans Made	0	
0	Investments	0	
0	Stocks	0	
9,952	VAT Recoverable	4,741	
1,156	Debtors	5,212	
0	Payment in Advance	0	
184,065	Cash in Hand & at Bank	81,107	
545,272	TOTAL CURRENT ASSETS		511,311
545,272	TOTAL ASSETS		511,311
	Current liabilities		
0	Loans Received	0	
0	Temporary Borrowing	0	
0	VAT Payable	0	
15,511	Creditors	33,803	
139	Receipts in Advance	123	
15,650	TOTAL CURRENT LIABILITIES		33,926
529,622	TOTAL ASSETS LESS CURRENT LIABILITIES		477,386
0	Long Term Borrowing	0	
0	Deferred Liabilities	0	
0	Deferred Credits	0	
0			0
529,622	NET ASSETS		477,386
	Represented by		
73	General Fund		7,317
	RESERVES		
529,549	Capital Fund		470,069
0	Cemetery Fund Reserves		0
0	Capital Endowments		0
0	Capital Land		0
529,622			477,386

Signed
Chairman
Date
AUDIT OPINION

1 d/s/16

Responsible Financial Officer

MEMBERS OF EDENBRIDGE TOWN COUNCIL – May 2015

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Edenbridge Health Services Consultation

Draft Responses prepared for Edenbridge Town Council by A Layland & J Scholey

Q1 Yes we do think a combined hospital/surgery is the right solution for people living in and around Edenbridge. The current facilities are insufficient to meet demand.

Q2 Options 2(a) and 2(b) are unsatisfactory because it would involve closing the hospital for 2 years without similar facilities being available in Edenbridge.

Option 1(a) is our preferred option provided overnight stay beds for NHS patients can be provided in or very close to Edenbridge, e.g. redeveloped Stangrove Lodge.

Q3 Strongly agree to all of the propositions

Q4 Support the following options:

- Reducing travel so that people can get treatment and care as close to home as possible
- Having the most up to date and efficient equipment and facilities
- Giving health care and other services enough space to work closely and efficiently together

Q5 Support the following options in this order:

1. As wide a range of services as possible in Edenbridge
2. Potentially bringing services to Edenbridge traditionally offered in larger hospitals such as intravenous medication
3. Using new technology to share images and test results and contact specialists in hospital remotely
4. Care that looks at you as a whole person, your mental health just as much as your physical health
5. A team (multi disciplinary) approach to caring for people with long term complicated health and care needs.

Q6 Support the following options in this order:

1. End of life care and respite care
2. Preventative health checks
3. MRI scanning
4. Cardiology
5. Increased hours for the X-ray facilities

Q7 ETC does not have the factual information needed to take a corporate view.

Edenbridge Health Services Questionnaire

Q1 Do you think a combined hospital/surgery is the right solution for people living in and around Edenbridge?

☐ Yes

☐ No

☐ Don't know

Q1a Please tell us why

Q2a Looking at the options presented in this consultation document, on pages 13-16, which option [1a,1b,2a,2b] do you think will most effectively deliver healthcare for everyone in Edenbridge and the surrounding villages?

☐ Option 1a

☐ Option 1b

☐ Option 2a

☐ Option 2b

Q2b Please explain why

Q3 Improving care: below are a series of statements about our plans to improve care in Edenbridge and why we are making them. Please tell us how strongly you agree or disagree with the statements below:

Healthcare is changing and in future more care will be delivered in people's homes or communities

☐ Strongly agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly disagree

I understand that difficult choices need to be made when planning care and services

☐ Strongly agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly disagree

There is a limited amount of money and we have to use it effectively

☐ Strongly agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly disagree

This is an opportunity we need to take to secure the future of both the GP surgery and the hospital in Edenbridge.

☐ Strongly agree ☐ Agree ☐ Neither ☐ Disagree ☐ Strongly disagree

Q4 Below are a series of statements about what **we should consider** when planning to deliver healthcare effectively for everyone in Edenbridge and the surrounding villages. **Please tick the three statements which you think are most important.**

- ☐ Reducing travel so that people can get treatment and care as close to home as possible
- ☐ Designing healthcare to meet the changing needs of the community/population
- ☐ Having the most up-to-date and efficient equipment and facilities
- ☐ Providing a modern building designed as a healing and therapeutic environment
- ☐ Protecting the natural environment and re-using existing space and structures
- ☐ Having health care facilities that professionals find attractive and want to work in
- ☐ Giving health care and other services enough space to work closely and efficiently together
- ☐ Keeping a link to the past and preserving your heritage, for instance by moving the war memorial or using the word memorial in naming any new facility

Other

Q5 The combined hospital/surgery offers us an opportunity to develop a better service or range of services in Edenbridge. Below are a series of statements about our plans **to improve healthcare for everyone in Edenbridge and the surrounding villages.**

(Please choose your top five priorities from the list and rank in order.)

- ☐ As wide a range of services as possible in Edenbridge
- ☐ A team (multi disciplinary) approach to caring for people with long term or complicated health and care needs
- ☐ Care that looks at you as a whole person, your mental health just as much as your physical health
- ☐ Help people to access/contact the support that already exists locally, for example, befriending groups, exercise groups, clubs and societies, benefits and money advice
- ☐ Using new technology to share images and test results and contact specialists in hospital remotely, so that patients have better access to test results, and expert clinical opinion for follow up or monitoring.
- ☐ Potentially bringing services to Edenbridge traditionally offered in larger hospitals such as intravenous medication

☐ Other

Q6 Previously people have told us the type of **additional services** they want to see in Edenbridge in the combined surgery/hospital, which of the services below do you think we need?

(Please choose your top five priorities from the list and rank in order.)

- ☐ Maternity services, ante natal care and post-natal parenting support
- ☐ Access to social services
- ☐ Child development clinics
- ☐ End of life care and respite care
- ☐ Preventative health checks
- ☐ Breast screening and ultrasound
- ☐ Audiology/hearing aid services
- ☐ Dietetics (run by dietitian , a clinic for people for whom there are dietary or nutritional concerns)

- ☐ Rheumatology (for the treatment of arthritis and other conditions of the muscles, joints and bones.)
- ☐ Oncology (for people with cancer)
- ☐ Cardiology (deals with diseases and abnormalities of the heart)
- ☐ Ophthalmology (medical and surgical eye problems)
- ☐ MRI scanning
- ☐ Increased hours for the Minor Injury Unit (MIU)
- ☐ Increased hours for the x-ray facilities

Q7 There is also a move away from caring for people in small isolated wards. Modern community hospitals/ care homes have a minimum of 50 to 60 beds as this is the number that allows them to provide robust care, by a team of nurses, assistants and therapists, seven days a week.

What we are suggesting for Edenbridge is a combined hospital/surgery that brings GPs and community staff together and has more space for day care beds, outpatient clinics, and other services. It would have the right staff to expand the range of treatment and care that could be given without an overnight stay. It would have a sustainable future and could plan to grow and develop staff expertise and services.

Do you recognise and support this? Please tick the statement which best reflects your views.

- ☐ Yes, I recognise that it is safer and more economical to provide larger 50 bedded units with the right range and level of staff, and that a unit of this size is not possible in Edenbridge
- ☐ Yes, it is a good idea to plan to combine services and expand the range of treatment and care that could be given in Edenbridge including offering day beds and care
- ☐ Yes, I think it's a good idea to expand the range of treatment and care that could be given in Edenbridge without an overnight stay, if there are overnight beds somewhere else close to Edenbridge.
- ☐ I'm not sure about this or don't think I can answer this
- ☐ No, I don't think it's a good idea to plan for a change in the type of service and care and size of bedded units in Edenbridge in the future if it means overnight stays won't be possible

Q8 Do you have any other comments or ideas that you would rather suggest?

If there isn't enough space to tell us everything, please send in any additional thoughts on a separate email or letter.

Edenbridge Brief - An Economic Review of Edenbridge Town

Edenbridge is a town within Sevenoaks District. It is located on the B2026, south of the M25. The larger towns of Oxted, Sevenoaks, Tonbridge, Tunbridge Wells and East Grinstead can be easily reached, and there are good road links into the rest of Kent, Surrey and Sussex. Two railway lines - Edenbridge Town station on the London to Uckfield line, and Edenbridge station (about 1 mile to the north of the town centre) on the Redhill to Tonbridge line - provide excellent train coverage. Local bus services link with several nearby villages and Tunbridge Wells.

Despite being only 25 miles from London, the Eden Valley is a tranquil gem in the English countryside and has many picturesque towns and villages. Most have historic churches, attractions, fascinating history, beautiful rural walks and country pubs.

Sevenoaks District Council would like to commission a piece of work to consider the future Economic Development of Edenbridge to allow the District and Town Council to consider how best to plan for the future. This research will need to consider a number of existing studies, as well as the views of local stakeholder organisations. The work is required to be completed prior to the end of March and with an indicative project budget of £10,000.

Stage 1 - Statistical review

A desktop review of existing and emerging documentation to provide an overall picture of the current economy of Edenbridge, this should include information on demography and economic statistics which create a profile of the area.

Consideration of existing studies and a review of the current situation for Edenbridge.

Edenbridge features in a number of District wide studies, however consideration is needed on the specific elements of these studies which apply to the area. This information alongside economic statistics should be used to create an economic analysis and overview of the area. This would be expected to include elements such as the demography of the area and how travel to work patterns may affect the town.

Consideration of the future picture for the area

A review of how the existing demography is likely to change in the future, this could include information on developments already planned and any expected to emerge in the future. Consideration of any opportunities this may bring for future

economic development, along with information on the shape and type of businesses expected to develop in the future.

Stage 2 - How does the economic situation affect the town centre

Given the findings from the statistical analysis of the current and future town demographics, how can these be translated into a strategy for town centre development. Looking at how the demographic now and in the future may affect the requirements of Edenbridge high street.

For the purposes of this research it would be expected that the town centre area is considered as that outlined in the Local Plan. A map will be provided defining this area.

How could the regeneration of key town centre sites stimulate wider regeneration (e.g. the Leathermarket site). Consideration should also be given to the impact of key retail development sites outside of the town centre (e.g. Land off Station Road and Fircroft Way)

Current town centre use

- Who are the users of the town currently and how might this change in the future.
- What is the current catchment area and how is this anticipated to change in the future
- How can footfall be improved
- How can empty units be reduced
- Who are the local businesses and how can they be further supported in the future

Current provision

- Do the current town centre facilities meet the expected need of the users both local residents and those from surrounding areas
- How are future demographic changes likely to affect requirements - identifying any gaps which if filled could attract further visitors.
- How can the town centre diversify to meet future needs and what services should be encouraged
- Information on parameters used by major retail operators in their location decision making to identify the challenges faced by Edenbridge in meeting these.
- Advice on how the town centre could be better marketed in the future.

Key features

- What is the current role of Tourism in attracting visitors to the area and how can this be developed in the future.
- What is the role of the street market now and how can this be improved into the future

Flow and parking

- How can the flow between the high street and Waitrose be improved
- Do town centre car parks meet future requirements - how could provision be improved
- How does the transport infrastructure affect the town now and into the future

Outcomes

Stage 1 - Desk based analysis of existing studies, pulling out salient points backed up with statistical analysis to provide a picture of the current and future demographics of Edenbridge.

Stage 2 - Using findings from stage 1 to consider the current situation in Edenbridge Town Centre and consider the future Economic Development required for the town to adapt to the needs of the future population.

- Recommendations should be provided in the form of a report to be reviewed by both the Town and District Council representatives with suggested actions for future delivery.
- A review at the end of stage one and a presentation of final report to key local representatives would be required
- Due to the short timescale for this work, information will be provided to the consultants regarding existing studies, however this is expected to be backed up by a review of publicly available statistics and an interpretation of the relevance of these. A list of key stakeholders for consultation purposes can also be provided.

DRAFT

4. Policies and Proposals

4.1 Introduction

The Neighbourhood Development Plan contains a series of policies and proposals, the successful delivery of which during the plan period will achieve the community's vision for the Parish. In addition, the saved policies of the 2011 Sevenoaks Local Plan, and those of the Local Plan in due course, will be used by the local planning authority to consider and determine planning applications.

Each policy is numbered and is accompanied by a short explanation and justification

4.2 Policies

HOUSING

Policy HOU 1: Supply of Housing

Development of housing on suitable sites in Edenbridge will be supported.

Edenbridge parish comprises a small rural town and Marsh Green village together totalling approximately 3500 dwellings. It has seen substantial development in recent years, with more planned.

The following table indicates the scale of development in the past years, as well as the planned developments.

Edenbridge Housing Supply at 1 January 2017	No of Units
Total Units Completed 2006-2016	407
Outstanding Permissions (Excl St John's Way)	38
Windfall Allowance	83
Identified Sites (Incl. St John's Way)	320
Total to be built	441

Recent and planned growth taken together will increase the size of the town by over 20% in a relatively short period.

Consultation carried out in preparing this Plan has shown that most people oppose increasing the town beyond that already planned unless there are improvements and added capacity to local services and infrastructure. Most people also oppose building on the Green Belt.

Developments in Edenbridge already granted permission include the substantial development of 300 dwellings on greenfield land west of St. John's Way. This is the largest greenfield site currently planned in the District, and its development in accordance with the permitted scheme is supported.

The opportunities for further housing beyond existing commitments within the development confines of the town consistent with current policy are limited. Further proposals will be supported where they are shown to be acceptable under District Council policy, and the policies and guidance of this plan.

Sevenoaks District Council is currently reviewing its Local Plan, including housing allocations within the District. The Strategic Housing Market Assessment carried out for the review shows an objectively assessed need well above existing provision and the District Council will need to consider the scale and distribution of future housing provision in the light of the assessment, along with other factors including the importance of protecting the Green Belt. At this stage the implications for Edenbridge are not known. Depending on the outcome of this review, (expected in 2019) it may be necessary to allocate more land in Edenbridge for housing.

Size of dwellings: The Neighbourhood plan supports the building of housing provided that any development follows the guidelines of sizes indicated as the requirement for the Strategic Housing Marketing Assessment (SHMA) as indicated in the table below.

Number of Bedrooms	Market %	Affordable %
1	8.2	40.1
2	28	30.2
3	40.8	27.4
4+	23	2.3

Affordable housing: The neighbourhood plan supports District policy which is Core Strategy SP3, supported by the Affordable Housing Supplementary Planning Document.

Provision for gypsies and travellers: further provision for future needs will be addressed on a District-wide basis through the Local Plan review.

LOCAL ECONOMY

Policy ECON 1: Sustaining and developing employment opportunities

Development will be supported that will sustain, develop, and regenerate employment opportunities within all business sectors. In particular:

- 1.1. The existing employment areas around Fircroft Way and Hever Road should be protected as a Key Employment Areas, recognising they provide the only significant employment opportunities at present, to enable these industrial areas to adapt to meet the changing needs of business.***
- 1.2. Employment opportunities on mixed-use development sites will be supported providing that the use proposed would not have a detrimental effect on the environment or wellbeing of the people in neighbouring properties.***

One of the most significant challenges, both within Sevenoaks District generally and the parish of Edenbridge in particular, is continuing to build a strong local economy with the concern over potential loss of employment land for residential use. Edenbridge Neighbourhood Plan has considered these issues together with the Strategic Objectives highlighted in the Sevenoaks Economic Development Strategy 2014-17, to support areas highlighted for growth and to generate inward investment into the Town. There is also the need to address the lack of overnight visitor accommodation in the town which impacts adversely on our tourist economy.

Edenbridge continues to offer employment opportunities within the town but today many residents also take advantage of the two railway stations to commute to employment outside the town.

An engagement exercise, in the form of a business survey, was undertaken with contacts sourced through Sevenoaks District Council and Edenbridge Chamber of Commerce. The responses to this survey have helped formulate the economy and tourism policies. The primary concerns revealed include retention and regeneration of the current industrial areas; revitalisation of the High Street, in particular the Leathermarket area; the continuing loss of High Street amenities and the shortage of public car parking. The lack of a fast efficient broadband service is also proving detrimental to both the retention and development of existing businesses and attraction of new businesses into the town. This has been addressed within the infrastructure policies (Policy INF 2)

Edenbridge Business Forum, a self help group whose members include local business owners and local councillors, was formed in 2016 and aims to provide a focus for all those interested in supporting the economic regeneration of the town.

Policy ECON 2: High Street vitality

The vitality of the High Street will be maintained and enhanced by:

- 1. Supporting development that improves the range and quality of shopping and related facilities in the town centre***
- 2. Control of non retail uses through Local Plan policy***

3. ***Redevelopment of the Leathermarket to include ground floor uses contributing to the town centre and improving the local environment.***
4. ***Promoting a range of measures to improve the public realm including improved shop fronts, high quality surface materials, provision of cycle parking, increased security measures that are both functional and attractive, and the removal of street clutter and barriers to pedestrian movement.***
5. ***Promoting the consideration of a 'shared use' scheme for pedestrian, cycle and vehicular traffic in the High Street***
6. ***Seeking improved links for pedestrians and cyclists to the town centre***
7. ***Maintaining the supply of town centre car parking***
8. ***Maintaining the mixed-use character of the town centre including residential***
9. ***Supporting additional retail development where it can take place in an acceptable way.***

Site Allocation:

The Leathermarket site shown on Plan X is allocated for mixed use redevelopment including ground floor uses that contribute to the vitality of the High Street. Other uses that could be acceptable within the redevelopment are retail, commercial, mixed development, hotel and a place of learning.

Redevelopment should comply with the following requirements:

1. ***An attractive link for pedestrians should be maintained to Waitrose***
2. ***The development should be designed to make a positive contribution to the appearance of the Conservation Area***
3. ***The scale of the development should be appropriate to the area***

Engagement exercises, both with local businesses and the local community, highlighted concerns over the vitality of the High Street, a shortfall of quality retail offerings and the overall appearance of the High Street.

The Leathermarket in its current state is a longstanding eyesore that is not only a blight on the appearance of the town centre and its Conservation Area, but also discourages pedestrian movement between the Waitrose supermarket and the High Street shops and offices. The Conservation Area Appraisal and Management Plan states: "The Leathermarket redevelopment of the 1960s is a discordant element, and it is to be hoped that at some time in the future it will be replaced with something more in scale and character with the Conservation Area". It is clear from the survey responses that redevelopment of this area is seen as a key priority for the town, a view also supported by the Town Council.

Policy ECON 3: Retaining local services

The retention of businesses providing a service to the community, such as post offices, pharmacies, banks and shops, will be supported. Proposals that will result in a loss of such services will be required to demonstrate that the use is no longer viable or that the proposed use would provide an alternative community use. Where a lack of viability is

satisfactorily demonstrated and the building was originally built as a dwelling, there will be a preference for the unit to revert to residential use

The provision of services within the High Street has been reducing significantly in the last two years, including the closure of all but one of the banks. These facilities are a lifeline for many local residents. Their closure also results in a detrimental effect on the appearance of the High Street and reduction in High Street footfall.

TOURISM

Policy TOU 1: Promote tourism development

Development will be supported that increases the amount of available overnight accommodation in the plan area.

An historic rural market town in the heart of the Weald of Kent, Edenbridge is ideally located 20 minutes from the M25, a little over an hour from London, 20 minutes from Gatwick Airport and 1½ hrs from the port of Dover. Close by are several popular tourist attractions including Hever Castle, Chartwell, Penshurst Place, Emmets Gardens, picturesque Westerham and the Ashdown Forest. Two long distance footpaths, Vanguard Way, and Eden Valley Walk, pass through the town and the local area is also popular with cyclists. It is also apparent that local businesses, including a training academy, would benefit from the development of overnight tourist accommodation in the town.

The Sevenoaks District Tourist Accommodation Study acknowledges the current shortfall of all standards of overnight accommodation in order for the district to capitalise upon the projected growth in the domestic short break and overseas tourist markets, the projected growth in weddings, business and visiting friends and relatives, and the growth in contractor demand for budget hotel accommodation.

The recently re-opened Hever Hotel, located at the golf course, together with Hever Castle, to the east of Edenbridge, offer a number of 'top end' rooms, along with meeting and wedding facilities, which whilst fulfilling a proportion of the demand, is likely to generate the need for more of this type of accommodation. There is scope for offering integrated packages for tourists visiting and staying in the parish, and for improving tourist access and information in all formats.

HEALTH, LEARNING AND WELLBEING

Policy HLW1: Health Facilities

Proposals will be supported for the development of new larger facilities for health and care provision, including a GP Practice, dental services, Care Home beds and other related health services, provided that it can be demonstrated that the site/sites selected are suited to this purpose including, in terms of access and car parking, and that the design will not result in loss of amenity for local residents.

The existing Edenbridge Medical Practice operates from a building that is acknowledged by the NHS to be 'inadequate to meet growing demand' due to its lack of space on a constricted site

The GPs are actively exploring options to secure a new facility in the town to enable them to continue to deliver a high quality of healthcare to a growing population, with an ageing demographic, in a relatively isolated rural location. This exercise is being led by West Kent Clinical Commissioning Group (WKCCG) together with Kent Community Foundation Health Trust (KCFHT) who are responsible for the services at Edenbridge War Memorial Hospital which include Minor Injuries and X-ray, and Edenbridge Medical Practice.

An engagement exercise was undertaken by KCFHT in mid 2016, and both the explanatory document and the results of the engagement with the local community are attached.

Consultation began in February 2017 on options for a new hospital/surgery offering outpatient clinic and day care facilities. These proposals are designed to support the provision of integrated healthcare for the local population, now and in the future, in line with the current NHS strategy. The current NHS 5 Year Forward Plan and WKCCG's Sustainability and Transformation Programme (STP) both support coordinated and holistic healthcare delivered locally, rather than in distant hospital units.

The provision of local Care Home beds has recently been reduced significantly following the closure of Stangrove Lodge, and the plan supports proposals for a facility to address this need.

Policy HLW2: Community and Leisure Facilities

Policy HLW2: Community and Leisure Facilities

Proposals which sustain or enhance the provision and viability of the town's community and leisure facilities will be supported.

Edenbridge contains a good range of community and leisure facilities, both buildings and open spaces, in relation to its size, however there are some gaps in provision, including allotments, tennis courts and outdoor gym equipment, which should be addressed as and

when new development takes place. The identification of opportunities for new facilities, or refurbishment or upgrading of existing facilities such as the skate ramps or public toilets should be undertaken in consultation with the local community. It is important that existing facilities are managed for the maximum benefit of the whole community.

Policy HLW3: Learning Facilities

Proposals from an education provider for the development of learning facilities for the town will be supported. The proposal must demonstrate the site selected is suited to this purpose in terms of access, car parking, and the design and will not result in a loss of amenity for local residents.

During consultations with local people through the Neighbourhood Plan process, the lack of a secondary school in the town has been a recurring theme.

A secondary school was built in Edenbridge as part of the planned growth of the town in the early 1960s, originally called 'Spitals Cross Secondary School' and subsequently renamed the Eden Valley School. As a result of falling rolls in the early 2000s, Kent County Council (KCC) scheduled the school for closure, and despite vigorous local opposition, the school closed its doors in summer 2002.

Prior to closure, there had for many years been a pattern of a significant number of local children travelling outside the town for secondary education, either to Grammar Schools, faith schools, or to genuine comprehensive schools over the border in either Surrey or West Sussex, reflecting in part, the location of Edenbridge on the very edge of Kent, and closer in distance to both Oxted and East Grinstead than other Kent towns.

In early 2002 a local multi-agency group developed *The Edenbridge Vision*, which set out the case for retaining and further developing secondary education and community facilities on the Eden Valley site. The group requested that KCC delay the closure of the school to provide enough time for this innovative proposal to gather support and be fully developed, but in vain. Although the document is now 13 years old, it is well worth revisiting in terms of its ambition for the town of an inclusive learning facility, which could play a key role in helping to create a more self-sustaining local economy. This vision of a facility including business-focussed learning could provide a real alternative for young people, not just from Edenbridge, but from surrounding areas, bringing new life into the town.

KCC have made it clear that the current and projected population in Edenbridge would not be large enough to support a local authority sponsored Secondary School, however with the introduction of Academies and Free Schools, there is now the potential for ideas contained within the 2002 document to be realised, and form a key building block in the revitalisation of the town.

There is a social impact arising from all young people now having to travel out of town to secondary school- their friendship groups lead to their focus of activity being away from Edenbridge, in Oxted, East Grinstead, Sevenoaks, Tonbridge or Tunbridge Wells.

With this in mind, the Edenbridge Neighbourhood Plan would support the principle of the development of an inclusive learning facility in the town, provided that a suitable site could be identified. To make such a facility successful it would need to be 'a centre of excellence' attracting students from Kent, Surrey and Sussex.

DESIGN

Policy DES1: Design of new development and refurbishment

New development and refurbishment will be supported where it is in keeping with the character of the area and takes account of the Edenbridge Design Statement. It should also respond to the Character Area Assessment, and take account of the Conservation Area Appraisal and Management Plan, to preserve and enhance Conservation Areas and protect heritage assets and their settings.

New development adjacent to current areas should blend seamlessly and should have regard to typical building form, rooflines, materials, openings and boundary treatments. Development shall be designed to encourage alternative methods of movements and transport to the private motor car, including green transport.

Development shall be designed to be inclusive, allowing a range/ choice of access to cater for people with varying mobility and other needs.

A key aspiration, voiced throughout the community consultation process associated with Edenbridge Neighbourhood Plan, was that any new development in the area should respond to the context of a small Wealden town closely connected to its surrounding countryside, and so enhance its sense of place and identity. Notwithstanding this policy encouraging greener methods of transport, given the parish's comparatively isolated rural location, the allocation of parking spaces per dwelling should be as per Sevenoaks DC policy as a minimum.

The Edenbridge Design Statement, adopted by SDC as Supplementary Planning Guidance in 1999, has been updated to reflect the changes that have taken place since that date.

A 'Character Area Assessment' is a useful tool for both planners and developers in the process of ascertaining whether proposals for new development do enhance the sense of place and identity, and accordingly the ENP Steering Group decided that such a study would make a valuable contribution to the ENP and complement the updated Edenbridge Design Statement, and other existing and emerging Local Plan Policies. It was decided by the ENP Steering Group that the study should cover all the built up area of Edenbridge (excluding the Conservation Area, which is subject to the separate Conservation Area Appraisal and Management Plan), rather than just the Residential Areas. It is intended that the Character Area Assessment will be adopted in due course by SDC as a Supplementary Planning Document.

ENVIRONMENT

Policy ENV 1: Local Open Spaces

Valued characteristics of Edenbridge's multitude of small areas of open space, together with larger formal areas of amenity green spaces and outdoor sports facilities, will be protected. The areas identified for protection are listed in Appendix X and shown on plan X. Collectively these constitute green corridors for wildlife and facilities for a wide variety of activities for the residents. They are deserving of protection afforded by para 76 and 77 of NPPF, and SDC policies SP 10, SP 11 and GI 2, or as may be subsequently amended.

Edenbridge is a small town straddling the River Eden. The town is characterised by many small and medium size green areas scattered throughout the urban envelope. These range from parks and formally laid out sports grounds, to verges along residential roads and green spaces within residential areas.

In preparing this plan an assessment was made of all the open spaces in the town to assess their value against objective criteria:

- a) the contribution to the historic ambience of open green spaces throughout Edenbridge
- b) support for diversity of animal and plant species
- c) contribution to green corridors through the town

The assessment included sites that had previously been protected by the District Council under the ADMP and other sites not previously covered. As a result of this review it was concluded that all the ADMP sites should be retained and 15 other sites that are considered worthy of protection have been added. The full list of sites are contained in Appendix X

In response to local concerns a review of parking provision is under way. A particular concern is that in some residential areas there is insufficient off-street parking resulting in informal parking on verges and some open spaces. The parking review will consider whether additional off-street parking should be provided in these areas. Land designated as open space will not be used unless it is demonstrated that the benefit to the community of using the land for parking outweighs the harm from loss of open space.

Policy ENV 2: Drainage and Local Flood Risk

Sustainable urban drainage systems (SUDS) contained in KCC Drainage and Local Flood Risk Policy will be supported. When selecting the type(s) of SUDS to be used on a particular site, developers should apply a sequential risk based approach – to avoid flood risk to people and property where possible and to preserve and enhance biodiversity:

Rainwater harvesting

Wet ponds / Swales / Detention Basins

Constructed wetland

Permeable paving / open channels / rills

Soakaways**Online / offline storage including oversize pipes****Maintenance/management plans will be required for the lifetime of the development with allocated responsibilities.**

The River Eden is prone to flood from time to time leading to inundation of properties in lower parts of the town. Storm water run-off from urban areas of higher parts of the town aggravates this flooding from time to time. Green areas along the river banks serve as flood-water storage areas, giving important protection to low-lying properties, the embankments are sufficient for a 1 in 5 year event according to Sevenoaks District Council Strategic Flood Risk Assessment draft report published January 2017.

National policy gives guidance for developments in areas of flood risk (NPPF 100 - 103). This policy recommends a sequential test be applied to determine whether developments are appropriate. In particular NPPF 103 states "local planning authorities should ensure flood risk is not increased elsewhere".

Policy ENV 3: Local rural landscape**Valued characteristics of rural landscape local to Edenbridge will be protected. Collectively these areas contribute to the openness and value of the surrounding Green Belt landscape.**

Edenbridge is surrounded by rolling farmland on Wealden clay giving a rural outlook from the settlement with distant views of the Greensand Ridge to the north and the Ashdown Forest to the south. There are some small areas of isolated woodland but the majority of tree cover is provided within the mature hedgerow network. Mature oaks are a feature of the landscape. Ponds and streams are frequent elements within the area. The characteristic form of settlement is farmsteads and isolated houses

The entire rural area covered by the Neighbourhood Plan is designated as Green Belt and subject to a presumption against inappropriate development. There is strong support for the retention of the Green Belt in the local community and no changes are proposed to Green Belt boundaries in this plan.

The SDC Landscape Character Assessment report published in January 2017 confirmed the parish's location mainly within two Character areas, the Sevenoaks Low Weald, and Wealden River Valley, with a comparatively small area in the south within the Cowden to Chiddingstone High Weald.

The Landscape Area Assessment sets out landscape guidance for each character area derived from a specific vision for each, and an assessment of their key characteristics and

key sensitivities/valued attributes. It recommends that development proposals be assessed on the basis of whether they contribute to the vision of the character area, whether they affect its key characteristics or the key sensitivities/valued attributes and whether they conflict with its landscape guidance. This approach should be used in considering whether proposals are consistent with Policy ENV3.

Relevant parts of the Landscape Character Assessment are reproduced in Appendix X.

INFRASTRUCTURE

Policy INF 1: Sustainable Development

Community Infrastructure Levy (CIL) payments received from developers will be used to address infrastructure shortfalls identified in the plan area by Edenbridge Town Council

Concern has been expressed throughout the plan preparation period regarding the ability of infrastructure to support further development within the parish. The policy is intended to ensure that these concerns are addressed and that development is sustainable.

Policy INF 2: Connectivity and pedestrian and cycle links

New development will be supported where it is well connected to existing pedestrian and cycle routes, or provides new, or improves existing, safe links for pedestrians and cyclists to local facilities and Edenbridge town centre, and access to the countryside.

Edenbridge is a relatively isolated community, and Public Transport links with the closest larger towns, such as Sevenoaks, East Grinstead, Tonbridge and Tunbridge Wells, are patchy, with both long journey times and intervals between services. As a result most people rely on having a car to facilitate their day to day travel needs. However, within the town, there is scope to improve facilities to enable healthier travel patterns, and reduce people's reliance on the car for short trips. The provision of safe, attractive pedestrian and cycle links between key destinations locally, such as public transport facilities, retail areas and workplaces, has been shown to encourage walking and cycling. Similar routes out of the town to neighbouring villages for leisure cycling would also be welcome.

Policy INF 3: Broadband

Proposals to provide access to a super-fast broadband network to serve the town and nearby countryside will be supported. The location and design of any above-ground network installations should be sympathetically chosen and reflect the character of the local area and importance of heritage assets and sensitive landscape, particularly within the Conservation Areas.

Access to super-fast broadband is a key factor in both attracting businesses, and retaining them, in the town.

The inadequacy of disabled access at both railway stations is an ongoing concern for the community, and proposals for reasonable improvements would be supported.

Policy ENV 1
OAdditional Open Space sites identified

Description	Notes
Albion Way / Station Road	* Contains swale for drainage
Meadow Lane / Station Road	* Natural & Semi Natural
Hilders Lane north side verges	* Amenity Greenspace
Nature reserve behind Eden Centre res c/park	* Natural & Semi Natural
St Johns Way	* Amenity Greenspace
Station Road either side of Westways	* Natural & Semi Natural
Four Elms Road / Skinners Lane Junction	* Natural & Semi Natural
Embankment south side of Ton-Redhill railway	* Natural & Semi Natural
Fircroft Way verges	* Natural & Semi Natural
Between Mill Race and River Eden	* Amenity Greenspace
Market Yard	* Amenity Space
Doggetts Barn Courtyard	* Amenity Space
Chilternhurst / Greshams Way (x3)	* Amenity Greenspace
Springfield Road north west corner	* Amenity Greenspace
Springfield Road outside No 52	* Amenity Greenspace

(Map of sites under preparation)



HOUSE OF COMMONS

LONDON SW1A 0AA

3 March 2017

Mark Carne
Chief Executive – Network Rail
1 Eversholt Street
London
NW1 2DN

Dear Mr Carne,

Please find attached a letter I have received dated 22 February 2017 from Cllr Stuart McGregor, Chairman of Edenbridge Town Council regarding graffiti at Edenbridge Station, Main Road, Edenbridge.

I am disappointed to read that despite an initial meeting with representatives from Network Rail, the graffiti has not been deemed obscene enough to be removed. Edenbridge Station sits on a strategically important road through Edenbridge and it is vitally important that graffiti is kept to a minimum, and removed swiftly when appropriate.

I would appreciate your assurance that you will remove this graffiti, and all other instances, in a speedy manner when appropriate.

I have copied this letter to the Chief Executive of Southern Rail, Chairman of Edenbridge Town Council, Chairman of Eden Valley Chamber of Commerce and the Sussex Community Rail Partnership so they are aware of the need for quick removal.

I look forward to hearing back from you.

TOM TUGENDHAT

CC:

Charles Horton, Chief Executive, Southern Railway
Cllr Stuart McGregor, Chairman, Edenbridge Town Council
Richard Williams, Chairman, Eden Valley Chamber of Commerce
Sharon Gray, Sussex Community Rail Partnership

Member of Parliament for Tonbridge and Malling

020 7219 4727 - tom.tugendhat.mp@parliament.uk - www.tomtugendhat.org.uk



Edenbridge Town Council

Town Clerk: Christine Lane CertHE Local Policy



February 22nd 2017

Dear Tom,

We would like your help please with an issue which has been ongoing since June 2016.

Graffiti has been sprayed in large letters under the railway bridge at Edenbridge Station, which spans Main Road, Edenbridge. It is also on the flanks of the bridge facing Main Road, so is clearly visible to those entering and leaving the town.

Southern/Network Rail have been asked repeatedly to remove this eyesore and about six weeks ago a block of orangey coloured paint appeared on one flank of the bridge obscuring one tag, which left other large tags which are visible, needing to be cleaned off. It looks messy and neglected.

A meeting has taken place between Sharon Gray from the Community Rail Partnership and Eddie Burton from Network Rail. Eddie said that they would only clean if it were deemed obscene. (This seems to be another change in policy, as it was obviously not the case when the large orange squares were painted on the brickwork as the graffiti was not obscene).

This is sensitive as there are substantial empty buildings nearby and as we know, when graffiti, broken windows etc are not rectified, it can lead to a further decline of the local area and diminish the quality of life for residents. It may also influence people who might be thinking of investing in Edenbridge.

The Chairman of Edenbridge Chamber of Commerce Richard Williams also wrote to Eddie Burton, reinforcing our request for action to be taken about this issue.

We are perturbed by the lack of progress on this matter, and hope you will take it up on our behalf.

Yours sincerely,

Stuart McGregor
Chairman Edenbridge Town Council

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