

Minutes of the Council Meeting of EDENBRIDGE TOWN COUNCIL held in Rickards Hall at 7.30pm on Monday 11 February 2019

Present: Cllrs J Barnett, T Bryant, Mrs J Davison, A Layland (Vice Chairman), S McGregor, M McArthur (Chairman), G Middleton, B Orridge, C Pearman, Z Roberts Smith, and B Todd.

In attendance: Town Clerk, Cllr P Lake, no members of the public, and no members of the press.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received, noted and accepted from Cllrs R Bell (unwell), V Maynard (business commitment), J Scholey, (holiday) and M Robson (unwell).

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 THE MEETING HELD ON 14 JANUARY AND THE EXTRA ORDINARY MEETING held on 28 January 2019

Resolved: that the minutes of the Council meeting held on Monday 214 January and the Extra Ordinary Meeting held on 28 January 2019 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 COVERED ELSEWHERE ON THE AGENDA – none

For the convenience of Cllr P Lake Chairman brought forward item 7.4

6. TO CONSIDER THE CURRENT PLANNING APPLICATIONS

To install 3 x conservation style roof lights to match the roof light. To alter the location of some air bricks. **Leather House 92 High Street Edenbridge KENT TN8 5AR** Ref. No: 19/00164/LBCALT

Members support this application providing there is no objection from the Conservation Officer.

Change of use of 3 offices to create 2 semi detached dwellings. Removal of rear porch and internal pre-fabricated walls, alteration to fenestration, with associated bin storage and landscaping to include boundary details. **Leather House 92 High Street Edenbridge KENT TN8 5AR** Ref. No: 18/03787/MMA and LBCALT

Members support this application providing there is no objection from the Conservation Officer.

Extensions to current workshop buildings. **Crown Oak Buildings Gabriels Farm Marsh Green Road Marsh Green Edenbridge KENT TN8 5PP** Ref. No: 19/00082/FUL

Members oppose this retrospective proposal as the continued encroachment, via extensions to applications, has a detrimental impact on the openness of the Green Belt.

Conversion of the former pub into 1No. two bed and 1No. three bed town houses with an extension into the roof. Partial demolition of out buildings linked to the old stables to the pub along with a new extension to stables in order to create 1No. two bed house and 1NO. one bed house. **Formally the Star Inn 130 High Street Edenbridge KENT TN8 5AY** Ref. SE/18/02497/FUL Revised plans have been received removing the 3x flats at the rear of the site. A revised Flood Risk Assessment. Heritage Statement and cross sectional drawing through the pub have also been received.

Members welcomed the removal of 3 of the flats but were extremely concerned regarding the factually incorrect statements within the Flood Risk Assessment, which first states 3.2 that there are no flood defences constructed to Environment Agency (EA) standards along the stretch of the River Eden in the closest proximity to the subject site. It goes on to state there appears to be a raised grass embankment located at the western extremity of the subject site. Presumably this is the Environment Agency Flood Bund!

Page 14 states that the overall risk for groundwater flooding is considered low. Just this weekend, this area was subject to a Flood Alert. It is disappointing to find such basic errors in a professional report. A second opinion should be sought.

There is extremely limited parking provision for the dwellings. The cottages in Katherine Road don't have on or off street parking, and there should not be any additional pressure on the already overcrowded parking in the area.

Members wish the Officer to ensure the visibility at the entrance is adequate for the increased number of vehicles accessing the site.

There are still concerns regarding overlooking of neighbours and possible light pollution from the stair well.

Members wish to draw the Officer's attention to the proposed height of the building to the rear and the street scene.

Should the Officer be minded to approve this application, a second opinion from the Conservation Officer should be sought – please see her earlier comments for application 17/03701/FUL.

7. TO ADOPT THE FOLLOWING REPORTS

7.1 Planning and Transportation, 21 January

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

7.2 Finance Committee, 21 January

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

7.3 Emergency Planning Committee, 4 February

Resolved: that the minutes presented by Cllr B Todd be adopted

7.4 County Councillor's Update

County Councillor Peter Lake advised the Members of the disappointing response he had received from Roger Gough, the County Council member for Children and Young People, regarding travel to schools and school provision for Edenbridge children within the County. At his request copies of this correspondence and KCC strong objections to the use of the emergency runway at Gatwick, will be included in Agenda for the Planning and Transportation Meeting on 25 February.

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

7.5.1 Business Forum Action List Update, 22 January - noted

7.5.2 Community Infrastructure Board, 28 January – noted

8. OTHER BUSINESS

8.1 Items referred from Committees for decision

8.1.1 CIL Board – Approval of Board decisions on applications

Resolved: to award **Edenbridge Cricket Club – Matt Cox Community Pavilion £10,059** on the grounds of strong economic, social and environmental benefits to the community, the scheme addresses an infrastructure need, funding from other sources had been achieved, the scheme is deliverable within 3 years and sufficient maintenance arrangements are in place

Monitoring - The scheme to be monitored and payment made on the provision of a copy of the final invoice approved by the Quantity Surveyor and by a visual check being carried out.

Resolved: to award the **Edenbridge Health and Wellbeing Centre – new facility £100,000** on the grounds of strong economic, social and environmental benefits to the community, the scheme addresses an infrastructure need, some funding from other sources had been achieved and that the CCG and NHS Trust have a responsibility to ensure sufficient future maintenance arrangements will be in place.

Monitoring - The scheme to be monitored and payment made on the provision of a copy of the invoice approved by the Quantity Surveyor containing the installation of exterior windows and doors and by a visual check being carried out. This offer to be time limited to four years (January 2023), after this the funding offer would be withdrawn for failure to ensure the effective management of CIL funds. Subsequent applications would be assessed on their merits and considered at the time against any other requests.

Resolved: to award **Edenbridge Open Spaces and Boundary installations - to deter travellers £21,450** on the grounds of strong economic, social and environmental benefits to the community, the scheme addresses an infrastructure need, and is deliverable within 3 years and Edenbridge Town Council will be responsible for the future maintenance.

Monitoring - the scheme to be monitored and payment made on the provision of a copy of the paid invoices approved by Edenbridge Town Council and by a visual check being carried out.

Resolved: to award **ETC Public Toilets – major refurbishment £36,000** on the grounds of strong economic, social and environmental benefits to the community, the scheme addresses an infrastructure need, the scheme is deliverable within 3 years and that Edenbridge Town Council will be responsible for the future maintenance.

Monitoring - the scheme to be monitored and payment made on the provision of a copy of the paid invoices approved by Edenbridge Town Council and by a visual check being carried out.

8.1.2 Pre-purchase order for flail

Resolved: to approve the request from the Open Spaces committee for funding for a replacement Spearhead flail mower. The order to be placed now to ensure that it is available for first cut during April and to avoid a planned price increase. The Flail to be purchased from Earnest Doe at a cost of £4,980 (ex VAT), being the cheapest option.

8.2 Building Manager's Report, inc annual planned maintenance, update and testing reports 2018 to 2019 - noted

Planned Maintenance – Year 8 – 2019 to 2020

. Major works are as follows. Doggetts Barn will be redecorated throughout, and have several areas of timber cladding replaced where necessary. Rickards Hall will have repairs to joists in the northwest corner, and have common areas redecorated. The Depot in the cemetery will have the flat roof recovered in bituminous felt. The sports pavilion will be fitted with new double glazed windows and doors. Buildings Manager, 5 February 2019

The Councillors wished to express their personal thanks to the Building Manager for the excellent work he has carried out in the last year.

8.3 Fire Risk Assessment Reviews

The Fire Risk Assessment Reviews for council occupied properties have taken place for 2018 to 2019. There has been no significant change of use or practice over the past year. There are no outstanding issues identified, and no actions required. Martin Leach, Property Manager, 5 February 2019

8.4 Internal Audit Review, Annual Report

A copy of the Annual Review is attached.

Resolved: to accept the report and its recommendations.

8.5 Rickards Hall Heating, consideration of additional works

During the recent cold snap there had been issues with the heating in Rickards Hall and Church House. Cllr M McArthur and T Bryant authorized works to replace the thermostats which were overheating and the boiler services were done at the same time. During this period additional heating was provided, the boiler set to come on at 4am and the cleaner was putting the hall heating on before 7am. The room temperatures have been monitored and Cllr Bryant and the Building Manager have been investigating improvements to the system, within the limitations of the building. Heating specialists have been asked to provide assessments of the room requirements, which will enable members to consider any further changes to the systems in Rickards Hall and Church House required.

8.6 Market Yard Public Toilets

Members were pleased to hear that the project is fully funded and ready to go following confirmation of CIL funding from SDC and ETC. The quotes were approved in November 2017 and updated prior to the ETC CIL Board which granted the balance for the remaining funding required. Whilst the works are underway a Portaloo for use by residents, visitors and the Market will be provided. The project will provide three individual units and a disabled and baby change unit on the front of the building. The materials have been chosen to be attractive and robust and there is CCTV in the car park that can cover the front of the building. Nothing is completely vandal proof but the wall surfaces are panelled and can be replaced and it is possible to remove graffiti from them. A new storage room will be created from the old gents toilets. The plans are unchanged from the planning application. The works are expected to take approx. 5 weeks to complete and will start in March. Discussions over the future cleaning of the facilities are ongoing.

8.7 Edenbridge Primary School, Parking Proposals response required by 15 February, KCC/SDC are proposing changes to the road markings on Croft Lane and Frantfield, The changes introduce a bus stop clearway restriction, repositioning of the 'school keep clear' and double yellow lines as corner protection, all applying between 8.30-9.30am and 3-4pm.

Members support this proposal

8.8 Premises Licence Application, 115 High Street, Edenbridge response required by 17 February

Members strongly oppose this application. In addition to concerns that the building is not owned by the applicant and no change of use application has been submitted through the planning system, local residents have not been advised of the proposed change or been given the opportunity to comment. On licensing grounds public safety is a risk with the shop entrance being on a busy roundabout which takes all the through traffic for the town, and is in close proximity to the fire station. Members also believe that children visiting the wood burning shop are at risk from a licenced premises serving tasters and small samples in the same area.

8.9 Wildlife in Edenbridge 2018, Annual Report

Members welcomed the report and again expressed their thanks to the author for his hard work and dedication in compiling it. The unusual weather, a very dry year with periods of excessive heat or cold, seems to have had a significant impact on local wildlife.

8.10 Brexit Preparations

The Clerk and Chairman have looked at information provided by KCC and Government regarding Brexit. At the Business Forum the mood was calm and members relatively unconcerned, taking the view that the business community would deal with issues as they arose, regardless of the decision, or its timing, they could work around it. This may not be representative of all the businesses, as those present were largely from the High Street or were companies whose business was largely selling in the UK. The Chamber of Commerce is providing information and support to all its members. The use of the A26 for lorry stacking is not anticipated to impact on Edenbridge.

Some additional supplies have been purchased by the Town Council and the Business Continuity and Recovery plan has been reviewed. No significant business disturbance is anticipated.

9. PRESS RELEASE

Members wish press releases to be issued on the toilets and the CIL recipients.

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

10. CONFIDENTIAL ITEMS

10.2 Complaints process

Members were told that the Chairman has been advised that a formal complaint was being submitted against staff members and to ensure that it could be dealt with swiftly were asked if, in line with the Council's complaints procedure, members wished to deal with it through full council or by committee.

Resolved: that if a complaint was received it should be dealt with through a committee put together by the Chairman.

The meeting finished at 9.15pm