

**Minutes of the meeting of the FORWARD PLANNING COMMITTEE held in Rickards Hall at 7.30 pm on Monday 17 June 2019**

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Present: Cllrs J Aldridge, A Baker, A Damodaran, A Layland, N Lloyd, S McGregor, Z Roberts Smith and P Smith

In attendance: Christine Lane (Town Clerk) and Cllr J Barnett. No members of the public and no press

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received, noted and accepted from Cllrs M McArthur (unwell), J Scholey (holidays), A Smart (work commitment), and B Todd (prior arrangement).

**2. DECLARATIONS OF INTERESTS OR PREDETERMINATION - none**

**3. ELECTION OF CHAIRMAN**

Cllr S McGregor was proposed and seconded unopposed.

Agreed: that Cllr S McGregor be elected as Chairman for the ensuring year.

**4. ELECTION OF VICE CHAIRMAN**

Cllr P Smith was proposed and seconded unopposed.

Agreed: that Cllr P Smith be elected as Vice Chairman for the ensuing year.

**5. TO CONFIRM THE MINUTES OF THE FORWARD PLANNING COMMITTEE HELD ON 29 OCTOBER 2018**

Agreed: that the minutes of the Forward Planning Committee meeting held on 29 October 2018 be duly signed by the Chairman as a true and accurate record of the meeting.

**6. MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE, none**

**7. 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.**

No changes were proposed at this meeting. Members requested that the vision of the Council be posted on its website and on social media, so that residents have a better idea of the aims of this Council.

**8. CONSIDER THE POTENTIAL DEVOLUTION OF SERVICES**

Members discussed the scope of possible services that could be devolved and noted that this Council part funds HOUSE and the Community Warden.

**9. TO MONITOR, UPDATE AND MAINTAIN THE COUNCIL'S LONG, MEDIUM AND SHORT TERM PLAN – Including Residents' Proposals**

Taking into account the Council's current financial position, members considered the old and new proposals.

Agreed: to update the plan, attached, to reflect the current status of projects and allocate Councillors to champion them. An additional £10K to be requested from the CIL Funds toward the possible relocation/improvements to the War Memorial, and to add Environmental improvements to Station Road between St Johns Way and the railway bridge to the plan. No new items were added to the CIL proposals currently accepted by the District Council on the 123 list.

**10. TO REVIEW THE COUNCIL'S FIVE YEAR FORECAST OF REVENUE, CAPITAL AND EARMARKED RECEIPTS AND PAYMENTS, AND MAKE ANY PROPOSALS FOR REVISING THE FORECAST**

Members considered the current documentation used by the Council to consider its priorities and suggested that a review should take place. This to be considered once the new Clerk has settled in. The retiring Clerk suggested that this should be part of a wider review of the current Forward Planning documentation.

It was noted that further CIL funding from the development west of St Johns Way is expected to result in payments of approx. £193K in October 2019.

**11. TO MAKE RECOMMENDATIONS FOR THE LEVEL OF PRECEPT INCREASE, ON THE BASIS OF THE ABOVE PLANS, TO GUIDE COMMITTEES' BUDGET SETTING PROCESSES (September meeting)**

This item is the main focus of the September meeting.

**12. TO MAKE RECOMMENDATIONS ON POLICY AND CAPITAL EXPENDITURE TO COUNCIL**

It was noted that the Council currently only has £1,000 in Capital, which is held in perpetuity for additional maintenance to two graves in the Cemetery. The Council's Capital and Earmarked Policy was revised and approved at June Council.

**13. TO REVIEW THE STRUCTURE AND ORGANISATION OF THE COUNCIL**

The succession plan remains fluid with the unexpected resignation of the Clerk. The work of taking it forward will go to the new Clerk, to ensure that the upcoming retirements are smoothly managed.

**14. PRESS RELEASE**

The Committee wished to publicise the Council's vision the restarting of the Neighbourhood Plan in the autumn, and that Open Spaces Committee will be undertaking a feasibility study into the possibility of an outdoor gym.

The meeting closed at 9.25pm

	Projects	Actions	Lead Councillor	Funding	Yes/No/Maybe/ Other
1	2019 Neighbourhood Plan	Restart Process 2019	Cllr A Layland Cllr S McGregor	33K Reserves	Yes
2	2019+ Parking Stangrove Estate	Site proposed in First Local Plan Summer 2018, supported by ETC subject to additional parking for existing residents being included.	Cllr A Layland Cllr M McArthur	0	(SDC)
3	? Free School	Four Elms Road site offered by Cooper Estates in Local Plan. Council preferred provider, Harris Federation. Other parties are interested. Application to be submitted to DoE when next bidding round opened.	Cllr A Baker Cllr A Layland Cllr Z Roberts Smith	Provider/CIL	Revisit 2020
4	2019 High Street Improvements (1)	Kent Highways has 71K funding. 20mph Zone installed August 2018. Remaining funding (12.5K) earmarked for High Street Wayfinders. Consider additional speed bump	Cllr A Damodaran Cllr N Lloyd	71K Highways Funding Inc £12.5K Wayfinders	(Kent Highways)
5	2019 High Street Improvements (2) Including Wayfinders and Market Yard Access Road	Regeneris Economic Study completed Oct 2017. Consultation on reopening of car park entrance and wayfinders scheme carried out May 2018. Projects reconsidered, alternative designs and H&S assessment commissioned Consider other options to improve sustainability.	Cllr J Barnett Cllr N Lloyd	30K CIL	Yes
6	2020+ Parking	Consider options to increase/improve parking. Investigate purchase of appropriate land to develop additional capacity.	Cllr J Barnett Cllr N Lloyd	£0	Yes
7	2019 Tourist Improvements Website	Replace Visitor Website, include electronic walk maps, nature guide etc	Cllr J Aldridge Cllr S McGregor	20K/25k CIL	Yes
8	? War Memorial Re- location/improvements	If required.	Cllr A Damodaran Cllr A Layland Cllr B Todd	£20K	Facilitator (Heath/Legion/c hurches)

9	?	Leather Market Improvements	Preliminary confidential discussions with interested parties are taking place as part of a feasibility study	Cllr A Baker Cllr A Damodaran Cllr M McArthur	£0	Facilitator
10	2019	Fircroft Way Improved build and landscaping Rebranding of Industrial Estate	Proposals for gateway signs to Business Park to be investigated in partnership with Chamber of Commerce and others. Surtees family to have approval of design and licence. Provide support for businesses taking this forward.	Cllr A Layland Cllr S McGregor	15K CIL	Facilitator Partners
11	2020	Leisure Centre Redevelopment/Improvements	Explore possible development opportunities to improve the Leisure Centre. Proposals for All Weather Pitch and internal improvements. Preliminary confidential discussions with interested parties are taking place as part of a feasibility study	Cllr A Baker Cllr J Scholey	20K CIL Pitch 50K CIL Internal £0 Improvements	(Senio/SDC /Hockey) Facilitator
12	2019	Public Toilets	Total Refurbishment planned 2019 Works underway but scheme progressing slowly. Chairman to monitor progress.	Cllr M McArthur Cllr J Scholey	40K ETC CIL 36K SDC CIL	Yes
13	?	Parking Spitals Cross	Requests to meet with residents (2017) to assess the problem has not yet resulted in the proposed walk around. This may be possible with redevelopment	Cllr A Baker Cllr J Barnet Cllr J Scholey Cllr S McGregor	£0	Revisit 2022
14	?	Edenbridge Medical Facility	New combined Medical Facility for Edenbridge	Cllr A Damodaran Cllr A Layland	100K CIL	(Doctors/CCG /NHS Trust)
15	?	Outdoor Gym/Teenage Playpark-11 year olds	Young people have dropped skate ramps redevelopment plans. Their views to be sought on future proposals, which could be Outdoor Gym/Teenage Playpark . Open Spaces to carry out feasibility on Outdoor Gym and Youth Forum views on outdoor activities to be sought	Cllr A Damodaran Cllr B Todd	£0	(Young People /Youth Forum)
16		Playgrounds refurbishment	Spitals Cross 86K Planned 2019 Recreation Ground 86K Planned 2022 Marsh Green fencing 2021 10.5K Marsh Green Equipment 54K Planned 2026	Cllr A Baker Cllr B Todd	CIL Applications acceptable	ETC/SDC

			Skate Ramps 21.5K Planned 2025 Stangrove Park 86k Planned 2033		Currently funded in 10 & 30 year plans	
17	?	Signage	Places of interest within Edenbridge. Link to Wayfinder scheme; could include brown tourist signs and signage from primary routes	Cllr J Aldridge Cllr M McArthur	CIL	Yes
18	?	Environmental Improvements Station Road between St Johns Way and the railway bridge	Find partners to work to see what improvements could be possible	Cllr S McGregor		
		<b>Removed from List</b>				
		Community Bus Service	Initial proposal put forward by Cllr R Bell to investigate the possibilities. No capacity to progress at current time.	Cllr R Bell Cllr A Layland Cllr M Robson		Removed Jan 2019

CLL Proposals	RECOMMENDATIONS	EDENBRIDGE TOWN COUNCIL LED PROJECTS	STATUS	FUNDING
2015+	Public Toilets	Edenbridge Town Council	Accepted	ETC CLL Funding Allocated 40K SDC Funding Requested 40K
2018+	Leather Market Improvements	Feasibility on ETC proposals to redevelop the site	<b>ACTIVE PROJECT</b>	ETC CLL Funding Allocated 50K
2018	Waymarking & Signage	Edenbridge Town Council & Others	Accepted	CLL Funding Allocated 7.5K
2018	Reopen Car park Entrance	Edenbridge Town Council		CLL Funding Allocated 7.5K
2015+	Provision of Allotments	Additional provision required in North. Provision as part of the St Johns/Enterprise Way development. Detailed planning for Allotments included in Bellway Howes proposals for St Johns Way	Accepted	CLL
2016	BMX & Skate Ramps (new)	Edenbridge Town Council Youth Forum developing plan June 2018 Youth Forum no longer wish to progress this initiative	Accepted	CLL
2016	Playground refurbishment Spitals Cross	Edenbridge Town Council Refurbishment required. Consultation complete, specification complete, tender ready. 5K Funding from West Kent achieved. Project on hold 2015 awaiting Local Plan Update.	Accepted	Allocation 30 Year OS Plan 2018 (80K)/CLL
2021+	Street Furniture	Edenbridge Town Council	Accepted	Allocation 10 Year OS Plan (2K per annum)/CLL
2015+	Parish Street Lighting Maintenance	Edenbridge Town Council	Accepted	Allocation 10 Year OS Plan 2018 (23K per annum)/CLL
2015+	Outdoor gym Equipment	Edenbridge Town Council	Accepted	CLL
2018	Playground refurbishment Marsh Green	Edenbridge Town Council	Accepted	Allocation 30 Year OS Plan 2026 (60K)/CLL
2017	Playground refurbishment	Edenbridge Town Council	Accepted	Allocation 30 Year OS Plan

	Recreation Ground			2022 (80K)/CIL
2025	Playground refurbishment Stangrove Park	Edenbridge Town Council		Allocation 30 Year OS Plan
2020	Pitch drainage Improvements Recreation Ground	Edenbridge Town Council		2032 (80K)/CIL Allocation 30 Year OS Plan
				2027+ (68K)/CIL
<b>CIL Proposals</b>	<b>RECOMMENDATIONS</b>	<b>PARTNER LED PROJECTS</b>	<b>STATUS</b>	<b>FUNDING</b>
asap	Individual Flood Defences	Environment Agency	Accepted	
asap	Flood Alleviation Scheme	Environment Agency CILrs C Pearman and J Scholey to monitor progress and to take the lead if a viable scheme is proposed	Accepted	
asap	Improvements to the Bovis Roundabout	Kent Highways	Accepted	
asap	New Medical Facilities Doctors Surgery	NHS Trust	Accepted	
asap	Bridge Widening	Network Rail/Kent Highways	Accepted	
asap	Safe Walking Route Romani Way/Hever Road	Kent Highways and Public Rights of Way	Accepted	
asap	Safe walking Route Den Cross/Marsh Green	Kent Highways and Public Rights of Way	Accepted	
asap	Youth provision	Kent County Council	Accepted	
asap	Disabled access Edenbridge Town Station	Network Rail	Accepted	
asap	Disabled access Edenbridge Station	Network Rail	Accepted	