



# Edenbridge Town Council

Town Clerk: Caroline Leet



Notice is hereby given of Edenbridge Town Council meeting in Rickards Hall on Monday 13 September at 7.30 pm, which Councillors are summonsed to attend.

Members of the public are welcome to attend. Anyone wanting to attend the meeting is asked to preferably confirm with the Town Clerk prior to the meeting in order to comply with Covid-19 safety.

Town Clerk

08/09/2021

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.

Council Meetings may be recorded. Any person intending to make recordings is advised to notify the Town Clerk in advance so that appropriate arrangements can be made.

In memory of Cllr John Scholey, there will be a minute's silence.

## AGENDA

### 1. TO RECEIVE APOLOGIES FOR ABSENCE

### 2. DECLARATIONS OF INTERESTS OR PREDETERMINATION

*The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*

### 3. PUBLIC QUESTIONS AND STATEMENTS

*Members of the public, and members with prejudicial interests on items on the Agenda, may make representations, answer, ask questions and give evidence at this meeting in respect of items on the Agenda. (This is the only opportunity for members of the public to make a contribution during the meeting.) Both public and members are limited to three minutes per person to speak and the total time designated for public questions shall not exceed fifteen minutes unless directed by the Chairman of the meeting.*

### 4. TO RECEIVE, ADOPT AND SIGN THE MINUTES OF THE COUNCIL EXTRAORDINARY MEETING HELD ON [26 July](#) (9568-9570)

### 5. TO RECEIVE COUNTY AND DISTRICT COUNCILLOR REPORTS

5.1 County Councillors

5.2 District Councillors

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

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

**Email:** [townclerk@edenbridgetowncouncil.gov.uk](mailto:townclerk@edenbridgetowncouncil.gov.uk) **Web:** [www.edenbridgetowncouncil.gov.uk](http://www.edenbridgetowncouncil.gov.uk)

6. TO ADOPT THE FOLLOWING REPORTS/MINUTES OF MEETINGS
  - 6.1 Planning and Transportation Committee – [26 July](#) (9571-9572); Planning Committee – [16 August](#) (9577-9582); Planning Committee and Transportation – [6 September](#) (9583-9585);
  - 6.2 Open Spaces Committee – [26 July](#) (9573-9576)
  - 6.3 Finance and Governance Committee – [26 July](#) (9568-9570)
7. COVID-19 (Coronavirus): update\*
8. TO RECEIVE REPORTS AND ANY RECOMMENDATIONS FROM WORKING GROUPS; DELEGATED REPORTS; CLERK’S AND OFFICERS’ REPORTS:
  - 8.1 Clerk’s Report\*
    - 8.1.1 To note: Ellis Whittam Health and Safety/Risk Assessment annual review visit
9. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA\*
  - 9.1 To receive the recommendation from the Planning Committee (with delegated authority for August) for the nomination of a Civic Medallion; and to ratify the award to Cllr John Scholey which was unanimously voted
  - 9.2 To receive an update on the Food Bank
    - 9.2.1. To note: Planning Permission Granted for the Food Bank shed for non-perishable foods to be sited at the area rear of Doggetts Barn ([21/01797/FUL](#))
  - 9.3 To ratify the annual grants to:
    - 9.3.1 Eden Valley Museum £6,500 (resolution July £6k, to ratify the further £500)
  - 9.4 Edenbridge Community Christmas Association (ECCA)
    - 9.4.1 To approve use of the Council’s TN8 events licence for the annual Christmas Lights event in the high street on Saturday 27 November
    - 9.4.2 To consider a grant for the Edenbridge Community Christmas Association (ECCA) for its main event
    - 9.4.3 To receive a request for providing storage for the ECCA equipment
  - 9.5 To consider joining the Rural/Market Towns Group and the annual membership expenditure of £130 (*following a free trial which expires end of September*)
  - 9.6 To receive an update on the Thursday Market
  - 9.7 To note: The Children’s first market will take place on Saturday 18 September
10. OTHER BUSINESS including items referred from Committees for decision\*
  - 10.1 Covid-19 compliance activities and awareness funding (via SDC): To note a grant has been awarded of £4,328; and to ratify the expenditure of up to £4,328 on Covid-19 guidance measures, signage and communication measures to aid public awareness (as outlined in application for funding)
  - 10.2 WI Hall Management Committee
    - 10.2.1 To note: outstanding invoice MIS/7502020/21 for £982.46 + VAT
    - 10.2.2 To receive correspondence from WI Hall Management Committee\*\*
  - 10.3 To consider the expenditure of up to £706.50 for an iPad for the Head Groundsman to digitalise the Risk Assessments and Health and Safety reporting and utilise the new portal
  - 10.4 Rickards Hall – to consider the expenditure for replacement curtains
  - 10.5 Rickards Hall - to review the cleaning arrangements and to consider reinstating some contract cleaning
  - 10.6 Churchyard wall – to receive an update
  - 10.7 SDC annual Liaison Meeting – Monday 12 October – to put forward any agenda items
  - 10.8 Remembrance Sunday 14 November
  - 10.9 Queens Platinum Jubilee (2 -5 June 2022): What might the Council like to do to acknowledge this event and celebrations
  - 10.10 Chairman’s Reception: To consider if to hold an event in December or summer 2022
  - 10.11 To confirm the Council Office Christmas arrangements

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**11. CONSULTATIONS**

- 11.1 To note: Edenbridge Housing Needs Survey – opens 6 September – closing date 29 September (*survey by post all households*)
- 11.2 KCC [Booking to visit a Kent Household Waste Recycling Centre](#) – closing date 30 September
- 11.3 KCC [Community Mental Health and Wellbeing Services](#) - closing date 3 October 2021
- 11.4 KCC [Civil Society Strategy](#) – closing date 3 October 2021
- 11.5 KCC [Budget Consultation 2022-23](#) – closing date 19 September 2021

**12. TO RECEIVE REPORTS FROM COUNCILLORS WHO HAVE ATTENDED MEETINGS OF OUTSIDE BODIES**

**13. TO CONSIDER ANY PRESS RELEASES**

**14. MATTERS FOR FUTURE AGENDAS**

*In view of the confidential nature of the following item to be discussed the Chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960 and the Local Government Act 1972 s100 and 102.*

**15. CHURCH COTTAGE – TEMPORARY ACCESS VIA MARKET YARD CAR PARK DISPUTE**

**16. DATE OF NEXT MEETING – 18 October 2021**

*\* Report/paper attached \*\* Confidential paper (draft papers)*

*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 9.00 am – 5.00 pm)*