



Edenbridge Town Council

Town Clerk: Caroline Leet



Notice is hereby given of Edenbridge Town Council meeting to be held in Rickards Hall on Monday 18 October 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

13/10/2021

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.

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 MEETING HELD ON [13 September 2021](#)

5. TO RECEIVE COUNTY AND DISTRICT COUNCILLOR REPORTS

- 5.1 County Councillors
- 5.2 District Councillors

6. TO ADOPT THE FOLLOWING REPORTS/MINUTES OF MEETINGS (meetings were minutes are yet to be published, to note meeting – will be reported back to Council)

- 6.1 Planning Committee – [20 September](#); [11 October](#) – minutes yet to be published

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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 Web: www.edenbridgetowncouncil.gov.uk

- 6.2 Open Spaces Committee – [20 September](#)
 - 6.3 Finance and Governance Committee– [27 September](#)
 - 6.4 Forward Planning Steering Group – [4 October](#) – *minutes yet to be published*
 - 6.5 CIL Board – [11 October](#) – *minutes yet to be published*
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 receive report from Ellis Whittam/Worknest Health and Safety/Risk Assessment annual review visit*
 - 8.2 Community Warden’s report*
9. TO RECEIVE RECOMMENDATIONS FROM FINANCE AND GOVERNANCE COMMITTEE MEETING (27 September):
- 9.1 Covid-19 2020/21 Accounts- to cancel the outstanding residents shopping invoices.
10. TO RECEIVE RECOMMENDATIONS FROM FORWARD PLANNING STEERING GROUP MEETING (04 October):
- 10.1 To support improvements to the IT file storage system and to move to cloud based storage solutions, and the potential expenditure of £7,000 for budget year 2022/23; and
 - 10.2 To consider upgrading the broadband telecommunications and additional annual expenditure of expenditure of £3,000 per year
 - 10.3 To support a review of the Council’s Assets and investigate the costs for commissioning a review for inclusion in the new budget (2022/23)
 - 10.4 Thursday Market:
 - 10.4.1 To join NAMBA (current membership offer is until 31 March 2023) and the expenditure of £500 plus VAT
 - 10.4.2 To create a Markets Policy (to formalise Edenbridge as the Market Authority)
 - 10.4.3 To recruit on a fixed term contract for 1 year (to be reviewed) a person to oversee the Market on Thursdays and to work to increase the number of traders, the profile of the market and organise promotional activities. Est. 8-10 hours per week, £5,500 annual salary budget
 - 10.5 To consider the recommendation for budget 2022/23 to increase the precept to fund new projects and help reduce the budget deficit gap
11. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA
- 11.1 Edenbridge Community Christmas Association (ECCA): To consider a grant of £1,500 for the its main event – Christmas Extravaganza 2021**
 - 11.2 To receive verbal report following Annual Town and District Council Liaison Meeting on 12 October
 - 11.3 To confirm continued Kent Association for Local Council(KALC) Membership for financial year 2022/23 and the estimated expenditure £1,700 plus vat
 - 11.4 To receive an update on options for the Queens Platinum Jubilee (2 -5 June 2022) to acknowledge this event and celebrations
12. VACANCY FOR CO-OPTION
13. OTHER BUSINESS including items referred from Committees for decision
- 13.1 To consider the following training Groundstaff and expenditure:
 - 13.2.1 Pesticide Application (Pa1) Refresher Training for three groundstaff - £370.00 (for up to 8 people)

- 13.2.2 Pesticide Application Training and Qualification (Pa1 and 6a) for one groundstaff – £270 per person for training and £275.00 registration and assessment
- 13.2.3 One Day Lantra Hedgecutter Training for 4 people - £425.00 per day for the Training plus up to £220 (£55.00 per person) for Lantra Registration.
- 13.2.4 One Day Lantra Chainsaw Cross-Cut and Maintenance Refresher for 2 people - £425.00 per day for the Training plus £110 (£55.00 per person) for Lantra Registration
- 13.2 Emergency Planning Training: Flooding, resilience, management and response conference and the expenditure of up to £289 (training cost public sector £389, discount voucher £100) for one person
- 13.3 To approve the proposed Council and Committees Meeting schedule for 2022/23*
- 13.4 To appoint a new Member on to the Finance and Governance Committee; and Personnel Committee

14. CONSULTATIONS - None

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

16. TO CONSIDER ANY PRESS RELEASES

17. 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.

18. CHURCH COTTAGE – To receive an update

19. DATE OF NEXT MEETING – 6 December – to consider the draft budget for 2022/23

* 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)

Report to full Council and Town Clerk's Report October 2021

General info/updates

Buildings update:

Rickards Hall: The final parts of the redecoration to the entrance area and toilets are expected to be completed soon, followed by the hallway flooring. At the September meeting a budget of up to £3k was approved for the replacement curtains. Following the recent H&S visit it was noted that curtains were not compliant on the hall doors as they are emergency exits and blinds would be the only viable solution. A quote has been received for blackout blinds for all door glass panels and windows. This is within budget (£2,600).

Business rates relief on public toilets: The Non-Domestic Rating (Public Lavatories) Act 2021 received Royal Assent on 29 April. This gives 100% relief from business rates for stand-alone public toilets and is available to whoever operates the toilets and whether or not a charge is made for admission. The relief is backdated to 1 April 2020 and billing authorities should have put in place arrangements to award the relief. I have written to Sevenoaks District Council (SDC) to request the refund. However, SDC replied: The issue with Edenbridge is that the toilet block is included in the assessment for the car park and premises. The legislation itself states "(4I) Where, on a chargeable day, the hereditament consists wholly or mainly of public lavatories, the chargeable amount for the chargeable day is zero." I have already taken advice from KALC and will take this matter up with NALC. In the meantime, the RFO will also confirm with the Valuation Office Agency (VOA). This has been reported to Finance Committee, and will impact the Council's budgets as it had expected not to have to continue to pay the annual business rates of £4,000.

Civic Medallion awards: The Council has made two awards recently; Julie Barry (Parish Nurse) and Cllr John Scholey. Both awards will be presented at separate events this month.

Edenbridge Magazine: The next edition for the Council's newsletter is the January/February edition. Copy will need to be finalised for November/December. For the November/December edition, a separate advert promoting the Market will be included.

Recreation Ground playground refurbishment: The tendering opened on 23 August and will close on Monday 18 October, 5.00 pm. It has been published on Contract Finder (click [here](#)). A number of contractors have visited the site to view. The working group will review the tenders and make a recommendation to the Open Spaces Committee in due course. It is hoped that works and installation will commence early spring 2022.

Remembrance Sunday 14 November: A reminder that this year's Remembrance service at the War Memorial is open for anyone to attend. People are invited to arrive for 10.45 am for a short service to start at 10.50 am led by Father Stephen. The bugle will sound at 11 am. Details will be published on the Council's social media and posters displayed in the notice boards.

Training review: The training records for all staff have been reviewed and updated. There are quite a few outstanding needs, partly because of training 3 and 5-yearly renewals, and Covid-19 delays. These are being addressed and where there is higher expenditure levels (over £250 approval level) or where

they are non-routine training needs these are presented to Council to approve the expenditure. The training needs spreadsheet is available to view should any Members like to see this.

Agenda

- 7. COVID-19 (Coronavirus): update** – The office maintains Covid-19 safety measures and twice-weekly testing. Residents are served at the door and not in the office due to the limited space and bottle neck effect. All staff are now office based, with home-working used on a flexible arrangement although this is minimal.
- 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 receive report from Ellis Whittam/Worknest Health and Safety/Risk Assessment annual review visit:** The annual visit took place on Monday 4 October. Overall, it was a useful visit and there are a number of action points; see the attached report**. A large part of our time was looking at the H&S portal and how to utilise to record all H&S checks, monitoring, and maintaining Risk Assessments. The system generates reminders when certificates or renewals are required. It also has a facility to record all accidents and potential near misses. The system requires some preparation in setting up to suit the Council's requirements. Training for all users is scheduled for Monday 18 October.
 - 8.2 Community Warden's report:** see attached report.
- 9. TO RECEIVE RECOMMENDATIONS FROM FINANCE AND GOVERNANCE COMMITTEE MEETING (27 September):**
 - 9.1 Covid-19 2020/21 Accounts- to cancel the outstanding residents shopping invoices:** At the Finance and Governance Committee I reported that due to unforeseeable and unfortunate reasons with a couple of the residents, it was unlikely that the invoices can be settled. It was also noted that the income and expenditure for shopping had been recorded in 2020/21 accounts; £700 (approximately) unreconciled. It was also noted that the regular Covid-19 emergency meetings had agreed that up to £1k may be used for unexpected shopping/resident support
- Do Members support the above recommendation?**
- 10. TO RECEIVE RECOMMENDATIONS FROM FORWARD PLANNING STEERING GROUP MEETING (04 October):**
 - 10.1 To support improvements to the IT file storage system and to move to cloud based storage solutions, and the potential expenditure of £7,000 for budget year 2022/23;**
 - 10.2 To consider upgrading the broadband telecommunications and additional annual expenditure of expenditure of £3,000 per year**
 - 10.3 To support a review of the Council's Assets and investigate the costs for commissioning a review for inclusion in the new budget (2022/23)**
 - 10.4 Thursday Market:**
 - 10.4.1 To join NAMBA (current membership offer is until 31 March 2023) and the expenditure of £500 plus VAT**
 - 10.4.2 To create a Markets Policy (to formalise Edenbridge as the Market Authority)**

- 10.4.3 To recruit on a fixed term contract for 1 year (to be reviewed) a person to oversee the Market on Thursdays and to work to increase the number of traders, the profile of the market and organise promotional activities. Est. 8-10 hours per week, £5,500 annual salary budget:** Following a review of salaries for the Personnel Committee, if the position was for 10 hours per week, the cost would be in the region of £5,700

To note: A copy of the updated Forward Plan will be published with the minutes of the meeting.

Do Members support and approve the above recommendations, 10.1 to 10.4 (including 10.4.1 to 10.4.3)?

- 10.5 To consider the recommendation for budget 2022/23 to increase the precept to fund new projects and reduce the budget deficit gap:** The Finance Committee will meet on 15 November to view a draft budget and consider in detail. A proposal for the budget and the Precept will be presented to the full Council at its meeting on 6 December meeting. Until the finances have been reviewed in detail, and the tax base from SDC has been confirmed, the precept increase cannot be confirmed. However, the Council can give guidance to the Finance Committee to help with forming its draft budget.

Do Members support the recommendation for 2022/23 a precept increase to fund above new projects and to help reduce the budget deficit gap?

11. MATTERS ARISING FROM THE MINUTES FOR REPORT AND NOT ELSEWHERE ON THE AGENDA

- 11.1 Edenbridge Community Christmas Association (ECCA): To consider a grant of £1,500 for the its main event – Christmas Extravaganza 2021:** At the September Council meeting Members considered a grant, and asked the ECCA, to complete an annual grant application form to be considered its next meeting. Details of the Grant Policy and previous awards, click [here](#). See attached papers for application **

How do Members want to proceed?

- 11.2 To receive verbal report following Annual Town and District Council Liaison Meeting on 12 October:** A copy of the minutes from the meeting will be circulated to Members once received.

Do Members have any actions they would like to have noted from the Liaison meeting?

- 11.3 To confirm continued Kent Association for Local Council (KALC) Membership for financial year 2022/23 and the estimated expenditure £1,700 plus vat:** See the attached information from 2021/22 subscription. The fee for 2022/23 is yet to be confirmed, but is expected to be similar to 2021/22 £1,620 plus VAT.

Do Members support the continued Membership of KALC and the annual membership subscription expenditure of approximately £1,700?

- 11.4 To receive an update on options for the Queens Platinum Jubilee (2 -5 June 2022) to acknowledge this event and celebrations:** A verbal update will be given at the meeting.

How do Members want to proceed?

- 12. VACANCY FOR CO-OPTION:** There is currently one Councillor vacancy for co-option. The Notice for Casual Vacancy was advertised on 14 September, closing date 4 October. SDC Elections has confirmed that they received no requests to fill the casual vacancy and therefore the Council may now fill the vacancy for the North and East Ward by co-option. Councils may decide to advertise for expressions of interest in being co-opted, but there is no legal requirement to do this. If there are already candidate(s) known to Members, it may not be necessary to advertise. Candidates could be considered by an Extra-ordinary meeting or at the next council meeting on 6 December.

How would Members like to proceed?

13. OTHER BUSINESS including items referred from Committees for decision

13.1 To consider the following training for Groundstaff and expenditure

There are a number of skills that the groundstaff require refresher training; this can be 2, 3 or 5-yearly. The skills for pesticide application, chainsaw use and hedgecutters are all up for renewal. One employee is not trained in the pesticide spraying; and only two have chainsaw licences (needing refreshers). The hedgecutter is necessary for all four groundstaff.

The Open Spaces budget for 2020/21 was not used therefore, underspend of £2,350. The training budget for 2021/22 is £2,350 of which £221.33 has been used to-date; balance £2,128.67

Training budgets						
2020/21				2021/22		
Budget Code	Budget	Actual spend	Surplus	Budget	Actual spend	Surplus/Deficit
CS (staff & Cllrs) 2005/4	£ 5,000.00	£ 498.00	£ 4,502.00	£ 3,000.00	£ 1,019.33	£ 1,980.67
OS (groundstaff) 3016/1	£ 2,350.00	£ -	£ 2,350.00	£ 2,350.00	£ 221.33	£ 2,128.67
CW 4080	£ 120.00	£ -	£ 120.00	£ 120.00	£ 52.33	£ 67.67
				Proposed Groundstaff Training		
				Pa 1 refresher	£ 370.00	
				Pa1&6a new course	£ 545.00	
				Hedgecutter	£ 645.00	
				Chainsaw	£ 535.00	
				Total proposed exp.	£ 2,095.00	
				Budget balance 3016/1	£ 33.67	

13.2.1 Pesticide Application (Pa1) Refresher Training for three groundstaff - £370.00 (for up to 8 people)

Do Members approve the expenditure of £370 for three members of the groundstaff to attend refresher Pesticide Application (Pa1) Refresher Training?

13.2.2 Pesticide Application Training and Qualification (Pa1 and 6a) for one groundstaff – £270 per person for training and £275.00 registration and assessment

Do Members approve the expenditure of £545 for one member of the groundstaff team for Pesticide Application Training and Qualification (Pa1 and 6a)? If so, should this be carried forward in to the new financial budget or the current budget?

13.2.3 One Day Lantra Hedgecutter Training for 4 people - £425.00 per day for the Training plus up to £220 (£55.00 per person) for Lantra Registration.

Do Members approve the expenditure of £645 for four groundstaff to attend hedgecutter refresher training and obtain Lantra registration.

13.2.4 One Day Lantra Chainsaw Cross-Cut and Maintenance Refresher for 2 people - £425.00 per day for the Training plus £110 (£55.00 per person) for Lantra Registration

Do Members approve the expenditure of £535 for two groundstaff to receive Chainsaw Cross-Cut and Maintenance Refresher and obtain Lantra Registration

13.2 Emergency Planning Training: Flooding, resilience, management and response conference and the expenditure of up to £289 (training cost public sector £389, discount voucher £100) for one person: Click [here](#) to view the full agenda and further information on the event. This conference would be useful for at least one person to attend.

Do Members support the benefits of the training course and approve the expenditure for at least one person to attend The Flooding resilience, management and response Conference 2022?

13.3 To approve the proposed Council and Committees Meeting schedule for 2022/23*: see attached.

Do Members approve the proposed Council and Committees Meeting schedule for 2022/23?

13.4 To appoint a new Member on to the Finance and Governance Committee; and to Personnel Committee: There is currently one vacancy on each of the above committees. Members could appoint a councillor or wait until the co-option is completed.

How do Members want to proceed?

14. CONSULTATIONS – none

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

16. TO CONSIDER ANY PRESS RELEASES

17. MATTERS FOR FUTURE AGENDAS

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 and the Local Government Act 1972 s100 and 102.

18. CHURCH COTTAGE – To receive an update: A verbal report will be given to Members at the meeting.

19. DATE OF NEXT MEETING – 6 December – to consider the draft budget for 2022/23

Summary of resident's correspondence/emails/visits for noting, (these are other than general requests for information) – *copies were forwarded to councillors at the time they were received:*

September: Oakley Park, Edenbridge
 ECCA Christmas Extravaganza
 Remembrance Sunday query
 Public toilets and website
 Stangrove Park Estate – copy of representation for planning application
 Recreation Ground – left fishing hooks
 Highways improvements road safety Mill Hill/Blossoms Park

October: Remembrance Sunday query
 Queen's Jubilee and Freshers Fair
 Litter pick at Marsh Green, thank you

Copy of Email: 04 October

From: [REDACTED]@worknest.com]
Sent: 04 October 2021 14:57
To: Caroline Leet
Subject: **Edenbridge Town Council - H&S visit**

Afternoon Caroline,

Thank you for your time during my visit where it was decided that the typical General Risk Assessment (audit) would be replaced by my supporting you in other ways.

It was identified that a number of in-house monitoring records need updating:

1. Weekly and monthly checklists require additional locations to include checks for ground staff activities.
2. Existing monitoring checklists used as per the health and safety policy document (for Town Clerk, Deputy Town Clerk, Building Manager and Head Groundsman) need creating.

I will create the checklists as detailed in item number 2 above and advise you once uploaded onto the portal. Continue to adjust the weekly and monthly checklists already on the system to accommodate the ground staff activities. Once uploaded use the monitoring checklists on a weekly, monthly, 6-monthly and annual basis and record any defects. Monitor the defects and close out actions as required.

We reviewed the GRA conducted January 2020 and closed down the following actions:

- MANAGEMENT OF H&S- OTHER - H&S Management- Additional observation 1
- WORKPLACE-LIGHTING - Action: Insufficient indoor lighting
- WORKPLACE-OTHER - Workplace- Additional observation 1 - Mind your step sign is required on the ground floor museum
- FIRE SAFETY OVERVIEW- DETECTION & ALARMS - Action: Ensure fire alarm serviced at suitable intervals.
- FIRE SAFETY OVERVIEW- FIRE SAFETY- OTHER - Fire Safety- Additional observation 1 - Records for the for extinguishers servicing requires updating.
- VIOLENCE AT WORK- POLICY - Action: Employee consultation required
- VIOLENCE AT WORK- POLICY - Action: Policy required
- VIOLENCE AT WORK- POLICY - Action: Employee training required
- VIOLENCE AT WORK- OTHER - Action: Risk assessment required - Complete a specific detailed risk assessment on violence at work.
- AGRICULTURE & OUTSIDE WORK - TRACTORS- CONTROLS PART 1 - Action: Check licences
- TRANSPORT, MOVEMENT & STORAGE - VEHICLE USE (NON-GOODS)- CONTROLS - Action: Risk assessment required
- TRANSPORT, MOVEMENT & STORAGE - VEHICLE USE (NON-GOODS)- CONTROLS - Action: Driver awareness training recommended

A number of actions had already been started and 'in progress' status was logged for these items. Continue to follow the action plan within the MyEW portal.

We carried out a walk-about of the town council's premises to concur with the actions closed and in progress. During my site visit I noted the following issues (see photos attached):

- Rickards Hall electrical cupboard has combustible items stored too close to the electrical switchgear and light switch. Arrange for combustible items to be moved away from the electrical switchgear and light switch.
- The emergency exit route from Museum to Rickards Hall has furniture stored within. Remove all furniture from the emergency exit route so this area is '0' rated combustible and free from obstructions.
- Double fire exit doors within Rickards Hall do not display the 'turn thumbturn to open' signage. These doors also have a secondary mechanism (slide bolt) which need to be opened when the site is being used to ensure escape from these doors are simple and quick to open. Ensure a system/procedure is in place to have these slide bolts opened when the hall is occupied or remove the bolts if they are not necessary.
- Some supplies within the first aid box within Rickards Hall kitchen had expired. Replenish the first aid box and implement a regime for first aid boxes to be checked.
- COSHH signage within the depot is showing old COSHH signage (warning signs in orange squares). Replace COSHH signage poster with the latest information (warning signs within red diamonds).
- Use of vehicle warning signage is required within the vicinity of the depot garage. This should be located within the churchyard next to the depot garage doors to warn members of the public of moving vehicles in the depot.
- Fire extinguishers & fire blankets within the premises have not been formally inspected within the last 12 months. Arrange for formal inspection of fire-fighting equipment to be carried out.

During my visit we reviewed the Helpline section of MYEW portal. Use this to record any incidents, accidents or near misses. We reviewed the Registry section of the portal and this will be reviewed and documents are to be uploaded by yourselves.

We took a look at the Risk Assessment section of MYEW portal and it was agreed that, at this present time, Risk Assessments will remain on your local servers/the Cloud. However, we created and adopted the Occupational Stress Risk Assessment on the portal to show the process of having these documents in one place and because one had not previously been written. Ensure this Risk Assessment is made available to employees for their review.

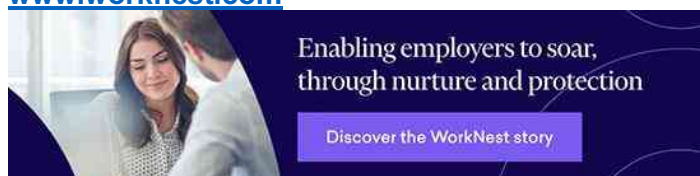
Again, thank you for your time today. If you have any health and safety issues please do not hesitate to contact me.

Kind regards

[Redacted]
[Redacted]
[Redacted]
Tel [Redacted]
[Redacted]
[Redacted]

worknest
H&S

www.worknest.com



Community Warden's Report - 6-monthly update report (October 2020)

Well, at last life is beginning to resemble normality but this seems to have taken forever. During this time, I have continued to liaise with our local PCSOs regarding nuisance motor cycles and anti-social behaviour. This seems to have increased lately, but I understand that there is undercover work going on but as always, catching these people in the act is key. We continue to encourage people to report this kind of behaviour as it gives the police an idea where to target their resources. Some of the Council's open spaces have also had bikers on, which has left tyre tracks across the grass areas. Police did attend on one occasion and speak to the bikers.

We have resumed litter picking with a volunteer group turning out at Stangrove Park and this week (14 October) at Marsh Green. We collected 10 bags of rubbish which are collected by SDC who are very supportive.

Speedwatch has started again as we are now in receipt of the long sleeved high viz jackets, which were essential for insurance purposes. Speed is an ongoing concern around Edenbridge so it is good that we can do this again.

We recently attended a 'thank you tea' hosted by SDC for the Care for our Community volunteers. This was a lovely event to thank the staff and volunteers for their hard work during the grim times of the pandemic.

I have continued to remove graffiti as and when I can and I try to encourage private landowners to remove and report the Criminal Damage to their property.

I believe there have recently been some significant arrests by the Police.

I applied for a grant from the Great Stonebridge Trust and will soon be embarking on a bulb planting programme around Edenbridge with the help of local volunteers.

The Men in Sheds idea is still in the pipeline but I hope to devote some more time to this soon.

I continue to work closely with Jack Wheeler at SDC enforcement regarding Fly Tipping.

I have been working with local residents, West Kent Housing and local PCSOs regarding a person living with severe mental and behavior health issues. I understand that they are now receiving help.



Pictures from Marsh Green Litter pick

LIST OF DATES FOR COUNCIL, COMMITTEES & OTHER MEETINGS IN 2022
(presented to Council 18 October 2021)

Unless otherwise indicated, all meetings are open to the public, commence at 7.30pm and are held in **Rickards Hall**.

Monday	3 January	Bank Holiday
Monday	10 January	Planning Committee
Monday	17 January	Council meeting to confirm precept
Monday	24 January	Finance (& Governance) Committee
Monday	31 January	Planning & Transportation Committee
Monday	7 February	Planning Committee
Monday	14 February	Open Spaces Committee (EOY review)
Monday	21 February	(Training?)
Monday	28 February	Planning Committee
Monday	7 March	Annual Town Meeting
Monday	14 March	Council Meeting
Monday	21 March	Planning & Committee / CIL Board
Monday	22 March	Finance Committee (end-of-year)
Monday	28 March	Emergency Planning Committee
Footpaths Working Group		
End-of-year internal auditor visit		
Monday	4 April	Planning & Transportation Committee
Monday	11 April	Open Spaces Committee (commissioning works)
Monday	18 April	Easter Monday
Monday	25 April	Planning Committee
Monday	2 May	Bank Holiday
Monday	9 May	Annual meeting of the Town Council
Monday	16 May	Planning Committee
Monday	23 May	Finance (& Governance) Committee
Monday	30 May	Bank Holiday
Monday	6 June	Planning Committee
Monday	13 June	Open Spaces Committee (summer programme)
Monday	20 June	(Training?)
Monday	27 June	Planning Committee

Planning Applications: Where an application comes in that does not coincide with a scheduled Planning Committee meeting, either an extra meeting will be called, or the application will be considered outside a meeting as per the Terms of Reference delegated business and reported to the next committee meeting.

Monday	4 July	Council Meeting
Monday	11 July	Finance Committee (1/4ly review)
Monday	18 July	Planning & Transportation Committee
Monday	25 July	Open Spaces Committee (review)
Leaseholders Nomads		
Monday	1 August	
Monday	8 August	
Monday	15 August	Planning Committee (Delegated authority over summer period)
Monday	22 August	
Monday	29 August	Bank Holiday
Monday	5 September	Planning Committee / Open Spaces Committee (review)
Monday	12 September	Council Meeting
Monday	19 September	Finance (& Governance) Committee – 6 monthly review
Monday	26 September	Planning & Transportation Committee
Leaseholders Blossoms and Rec & SLAs (meetings Oct)		
Interim Internal Auditor visit		
Monday	3 October	Forward Planning Steering Group (Council projects)
Monday	10 October	Council Meeting
Monday	17 October	Planning & Transportation Committee
Monday	24 October	Emergency Planning Committee
Monday	31 October	
Audit Review Group (private) to meet before Finance Committee to report to		
Monday	7 November	Planning Committee/Open Spaces Committee (budgets)
Monday	14 November	Finance Committee (draft budget)
Monday	21 November	Planning Committee / CIL Board
Monday	28 November	Charities & Grants
Monday	5 December	Council Meeting (draft budget)
Monday	12 December	Planning & Transportation Committee
Monday	19 December	no meeting
Monday	26 December	Bank Holiday No meetings – Christmas period