

External Committee 14th January 2019
Tourism & Business Sub-committee: Town Website & Town Manager
Agenda Item 7a

At the Tourism & Business Sub-committee meeting on 11th December 2018 (attached), discussions took place regarding the branding for a new Tenterden website and the appointment of a Town Manager.

1. Town Website. It was suggested that this could be branded 'Visit Tenterden' to which Ashford Borough Council currently have the rights; approval would need to be sought. Seren Welch had reported that a local website Company could set up a four-layer platform for £2,500; £500 of which the Community Interest Company 'InTenterden' would be willing to contribute in order for 'Christmas in Tenterden' to have a home. The aim would be to have the 'soft' website up and running by mid-February in time for English Tourism Week in March. Currently, Tenterden does not have a website solely dedicated to Tourism.
2. Town Manager/Co-ordinator. The Town Council have budgeted £20,000 towards a Town Manager/Co-ordinator in the Precept. It is envisaged that this post would be a part-time role. A job description is currently being drawn up and will be tabled at the meeting.

Cllr. Mrs. Smith (Chair of Sub-committee), Seren Welch and I will be meeting with Sarah Barber at Ashford Borough Council on 14th January 2019 to discuss the way forward with this role and support for marketing Tenterden. Feedback from this meeting will be provided at the External Committee meeting. The Sub-committee is seeking approval from the Town Council for the employment of a Town Manager/Co-ordinator.

- Proposal: (i) to approve the setting up of a Town Website, subject to ABC's approval, at a cost of £2,000 plus VAT;**
(ii) to approve the recruitment of a Town Manager/Co-ordinator

C. Guise

Claire Gilbert
Deputy Town Clerk

Impact on Crime and Disorder : None
Impact on Bio-diversity : None
Budgetary Impact : Website – unbudgeted
Town Manager/Co-ordinator - £20,000 budgeted

TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

TOURISM AND BUSINESS & HIGH STREET REGENERATION SUB-COMMITTEE

NOTES OF A MEETING ON 11th December 2018

Present: TTC Cllrs. Mulholland, & Mrs. Smith. ABC Cllrs. Bennett & Galpin. Mike Bartlett (TDCC), Shawn Dewey (K&ESR) and Seren Welch. Claire Gilbert (Deputy Town Clerk) took notes.

1. **Apologies for Absence.** Cllrs. Carter, Crawford, Mrs. Ferguson, Nelson & Mrs. Walder (TTC), Cllr Bill Barrett & Sarah Barber (ABC), Simon Robinson (TDCC) and Glenn Thompson.
2. **Minutes.** The last meeting was the presentation of the Destination Management Plan. Some members did not recall receiving the presentation via email. It was agreed that this would be recirculated.
3. **Election of Chair.** Cllr. Mrs. Smith was elected as Chair for the remaining duration of the Council year, with Cllr. Mulholland as deputy.

It was agreed that this Sub-committee should meet at least 4/5 times per year. Cllr. Galpin commented that Tourism & Business needs to be taken seriously and suggested that he would support a bid for money from the Future High Streets Fund. A business plan needs to be drawn up and Cllr. Galpin offered to work with the Committee on this.

Cllr. Mulholland suggested that the scope of this Committee needed to be reviewed and it was suggested that the Terms of Reference would be recirculated.

4. **Destination Management Plan.**
 - 4.1 Seren Welch highlight the three core work streams from the DMP Action Plan: Destination Management, Customer and Media/Partnerships. Part of the media/partnerships highlight liaising with ABC to avoid overlap.
 - 4.2 Green space management in the Town was discussed; Tenterden is seen as having a green, tree lined High Street. However, key periods hit pressure points when the Maintenance Team cannot keep up with the grass cutting.
 - 4.3 Seren reported on the spreadsheet that she had drawn up of buildings throughout the Town that were not well maintained. Seren had walked the High Street with Cllr. Bill Barrett and Claire Gilbert, and it had been agreed that this spreadsheet would be updated. Since the spreadsheet had been started, several of the buildings with frontage issues have already been repaired.
 - 4.4 Tenterden as a destination – Seren reported that Sarah Barber and Tracey McKeen are keen to help, but are currently overstretched. Funding was in place for a Tenterden Tourist Information Representative. Seren had proposed that a part time Town Manager be appointed to close the links with Ashford. Cllr. Galpin asked why Tenterden wanted more visitors; Seren responded that this was down to income for businesses. Retail is currently shrinking by 3.7% and it is hoped that tourism can counteract this. Cllr. Galpin reported that it needed to be an experience to visit Tenterden. Shawn Dewey (K&ESR) reported that the railway has 80-90,000 visitors per year. Currently the railway are not engaged with the local community, however, the Railway should be liaising with everyone. There is a forum where liaising could be discussed (TDCC), however, there are clashes between attendees and this does not help discussions.

Shawn reported that there were 15,000 visitors for the Santa Express and the Railway/Town could be looking at how to encourage visitors up to the High Street. One of the suggestions was vouchers for certain shops/businesses which would be given out to Railway visitors.

- 4.5 Mike Bartlett (TDCC) suggested a co-ordinated approach between the Town Council, Chamber of Commerce, Railways and Shops/businesses. The DMP now needs to be turned into a project.

- 4.6 Seren provided some feedback on the recent Christmas Market. On survey to local businesses, six responses had been received so far and four of those had commented that the Friday was their most successful trading day all year. Shoppers seemed encouraged by the Black Friday deals. There was a 20% increase of visitors to the High Street compared to last year. There has already been a 94% sign up rate from market traders for next year's event. The survey so far had shown a £52 average spend by shoppers.

Cllr. Galpin asked if the figures from the Christmas Market weekend were to be published; Seren confirmed that these would be public once all the figures were in. Cllr. Galpin is very interested in how Town's assess their progress and stated that all Towns need a champion. Cllr. Galpin also reported that the Future High Street Fund comes out next month, so it will be important to investigate this.

- 4.7 Both Seren and Cllr. Galpin reiterated how important it is to recruit a Town Co-ordinator/Champion to focus on the job in hand. Cllr. Galpin also suggested a possible secretariat/curator to be the support. Seren reported that we need to focus on the next four months and look at developing core tools for the Town.

- 4.8 A discussion took place about the current websites available and none purely focused on Tenterden as a destination; what Tenterden offers is not represented digitally. The Chamber's website is more business focussed, the Town Council's is more about the Council and residents, and MyTenterden encompasses many areas as there is currently a void.

The Committee looked an example website which was Petworth. Their website is 100% focussed on the economy of the Town and focusses on three core objectives. Petworth has the same problems at Tenterden and the demographics are similar. Not all businesses/places of interest are listed on their website (mainly the most popular), however, it contains 'hooks' which lead to the others. The website is mainly pictorially led. Petworth also have a map of where all the shops are located, places to eat, etc. and these are contained on a pad whereby a sheet can be ripped off for visitors (can easily be designed and purchased via Vistaprint for example).

A destination focussed website could be set up with a Town brand. Cllr. Galpin reported that Sarah Barber and Tracey McKeen have extremely detailed plans to ensure all areas are covered fairly and Tenterden could have the same. Cllr. Galpin highlighted that things are in place for the future, i.e. Chapel Down having their brewery based in Ashford will be setting up a bus to transport visitors between both Ashford and the winery in Tenterden. This service could be utilised.

- 4.9 Cllr. Galpin asked what the next steps will be. Seren reported that a new website could easily be set up, with a four-layer platform, for approximately £2,500. Claire Gilbert reported that the Council had agreed for the 2019/20 precept to include £20,000 for a Town Co-ordinator.

Seren reported that in March 2019 it was English Tourism Week. This would be a good time to kick start the new venture. However, it was important to sit down with

Sarah Barber and Tracey McKeen and other representatives to look at a job description for a Co-ordinator.

- 4.9 Task Group. It was agreed to set up a task group to move this forward. A meeting will be proposed in the second week of January. This group would look at information sharing between Ashford and Tenterden; content and site map planning. The task group should include the Railway and Chapel Down/and or Biddenden Vineyards.

Cllr. Bennett suggested meeting with ABC urgently. Seren agreed to draft an email to Sarah Barber about meeting as soon as possible in January. The Town Co-ordinator position could be part time to start with and the ABC Team might be able to help mentor the Co-ordinator and provide advice.

- 4.10 Seren suggested using a good local website design company, who could do this for under £2,500 and the aim would be to have a 'soft website' ready for mid-February. There would be no charge for those businesses included on the website. Seren reported that 'InTenterden' – a Community Interest Company of which she is one of the Directors, would be willing to pay £500 towards the website to get it going.
- 4.11 Co-ordinator's job description – Cllr. Galpin agreed to send a copy of the latest ABC job description that has been drawn up for a Town Co-ordinator, which could be adapted for Tenterden. The revised job description would need to be approved by full Committee.
- 4.12 It was agreed that Cllr. Mrs. Smith, Seren Welch and Claire Gilbert should meet with Sarah Barber in early January. It is hoped that a Job Description would be ready and a proposal to put forward for the Town Co-ordinator post at the 14th January 2019 Council meetings.
- 4.13 Seren suggested that 'Visit Tenterden' could be the brand. ABC currently have the website rights to this brand. Seren had secured the Visit Tenterden Facebook and is looking into Twitter.
- 4.14 Claire Gilbert agreed to check the Town Council's Standing Orders regarding the new website expense expenditure. Subsequent to the meeting, it was confirmed that the expense would need to be ratified by the External Committee. This can be an agenda item for the 14th January 2019 meeting.

5. Any Other Business.

- 5.1 Heritage Trail Leaflet. As referred by the External Committee on 12th November 2018, the re-printing of the Heritage trail leaflet was discussed. Seren reported that most visitors look to digital copies of information and the Heritage trail leaflet is very out of date, i.e. it refers to the 1960s parade of Manor Row as being on the site of a medieval manor house. However, in reality, you do not see any evidence of the manor house. Seren suggested that, rather than updating and reprinting the Heritage trail leaflet, liaise with Sarah Barber and look to include a two-page spread about Tenterden in the Ashford & Tenterden Visitor Guide. The distribution of those leaflets is already in place, whereas if we print the Heritage trail leaflet, we would then have to organise distribution outside of Tenterden.

Claire reported that most visitors who ask about Tenterden are mainly looking for a map of the Town. This raised the idea of the tear off book with a detailed Town map (the same as what some other Towns do and hotels).

- 5.2 Christmas Market. Cllr. Bennett applauded the efforts of the organisers of the Christmas in Tenterden weekend. However, he raised his concerns at the unprofessionalism of the compare at the Friday night light switch on. Seren assured

Cllr. Bennett that it would not happen again; the compare was over enthusiastic on the night.

- 5.3 High Street Experts Panel. Cllr. Galpin requested to conduct a half hour presentation at the next meeting regarding High Street Experts Panel.
6. **Date of Next Meeting**. Tuesday, 22nd January 2018 at 5.30 pm.

**TENTERDEN TOWN COUNCIL
EXTERNAL COMMITTEE**

Police Forum

Notes of a meeting held at the Town Hall at 7.00pm on 17th December 2018

No	Item	Action
1	Present: Cllrs Mrs Curteis, Isworth, Mulholland of TTC, Brad Bradford of ABC. Insp Jason Atkinson (CSU inspector and Community Policing Team) & PCSO Kate Richards of Kent Police. Jo Vos Community Warden. Notes taken by the Town Clerk, Phil Burgess.	
2	Apologies. Cllrs Mike Hill (KCC), John Crawford & Sue Ferguson (TTC), Trevor Ford, Andrew Judd, Lindsay Hammond. (Andrew Judd had sent a report – attached).	
3	Chairman. Cllr Mulholland took the chair.	
4.	Minutes of the Meeting on 27th June. Agreed	
5.	Matters Arising (if not covered in the agenda). Covered by specific agenda items below.	
6	Anti-social behaviour. (Kate Richards PCSO) <u>Kids on bikes</u> This issue needs to be dealt with by education & having regular contact with the kids. Kate is finding that the kids are polite and approachable and part of the issue is aggressive attitudes from some older residents. Things are thrown at the kids. She is not trying to stop kids being kids, but they need to stop putting themselves at risk and to be more considerate towards others. Bike marking sessions at the Youth Café (Highbury Hall) have been very successful and these will continue. Advice is given over visibility and safety as well as theft avoidance. TTC may be asked to contribute to the safety measures used (normally well under £100 per session, contact Dan Smith – youth engagement officer). There is still a shortage of open spaces for the kids to use in the town and this will be assisted greatly when the skate park goes ahead as part of the Recreation Ground re-ordering. The residents' focus group concerned with this was very much supportive of the skate park. Cycle safety is now only taught in primary school. Jo Vos reported that the Youth Café was experiencing a big new intake and more kids will therefore be reached by the safety message. <u>Other Youth Issues</u> Cllr Bradford said more signposting to youth facilities was needed. TTC will be appointing a youth officer in May 2019 (new council term) to address many of these issues. A recent police clinic at Homewood was well attended by parents. Kate Richards said that anti-social behaviour and vandalism has reduced significantly since the summer. Cllr Isworth enquired about the "only 2 youths" notice in St Michaels Post Office. Kate advised that this was common to many shops.	
7	Neighbourhood Watch A report from Andrew Judd was circulated to members and is attached. The recent event at St Michaels has disappointingly only generated 1 new scheme on Springfield Avenue. 8 completed expression of interest forms	

	were submitted on the night. Andrew Judd will repeat the Costa informal drop-in session on 16 th January next year and the NHW program will continue to be encouraged.	
8	<p>General Update from Police. (From Insp Jason Atkinson)</p> <p>Burglary – there was a pocket of burglaries in recent months for which 2 people have been arrested. The perpetrators had been professional criminals operating over a wide area. The crime rate in the area remains very low. It would be worthwhile for the crime figures from the police web site to be used to conduct a comparison with similar sized towns in the county.</p> <p>The perpetrator of the recent highly-publicised burglary in Tenterden has not been identified from the CCTV despite widespread publicity. PCSOs call on the victims of burglary. There has been a spate of damage to tyres in the area – again good quality CCTV footage exists but the perpetrator has not been identified.</p> <p>New doorbell technology where a video of the caller is transferred to a mobile 'phone has helped apprehend offenders.</p> <p><u>Pubs</u></p> <p>No swabbing has been carried out recently. Publicans are keeping in touch with each other and helping to head off trouble.</p> <p><u>General Advice to public</u></p> <ul style="list-style-type: none"> • Pay attention to house lighting, purchase an alarm system or at least a dummy box. • Lock sheds and garages and alarm if possible. • Join a local NHW scheme. • Vehicle security (keyless entry) keep the fob a good distance away from the car. 	
9	<p>Updates from Public Houses. No landlords were present, but the Clerk reported that the tenancy of the Woolpack had been taken over by Hush Heath Winery and they would be reverting to standard pub hours. 12 o'clock is the latest opening in Town.</p>	
10	<p>CCTV Update. Installation had been delayed in Tenterden in order to add a couple of useful extra features. The software and camera units would be able to accommodate facial recognition and ANPR (automatic number plate recognition). These features would be enabled and introduced later. There will be a facility at the monitoring centre to stream video direct to police officers and PCSOs for enforcement. The installation will happen in Tenterden by the end of the financial year at the latest. The clerk would check with Gareth Recht at ABC whether it would be cost-effective to have all our CCTV patched through to the monitoring centre.</p>	
11	<p>AOB.</p> <p>Cllr Isworth suggested that we should invite the KE to print a positive article about achievement in the town including the CCTV and community chest grants to local organisations.</p> <p><u>Xmas Market Weekend</u> Cllr Isworth praised the performance of the PCSOs at the event which was a great success. There were concerns over the crowd spilling into the road at the switch-on. This would be addressed by a re-scheduling of the events so that the road closure covered the parade and the switch-on, and the service at St Mildred's would follow, allowing the congregation to disperse safely afterwards.</p>	

	<p><u>Electric Bikes</u> Kingsnorth parish council has part-funded electric bikes for PCSOs in collaboration with their ward councillor. These bikes have a range of around 100 miles and cost between £1250 and £1500. The advantage is that they can access areas a car cannot, they are silent and assist in relations with the young. Storage would be needed in Tenterden for 2 bikes.</p> <p><u>Cranbrook Rd Cemetery</u> There have been a number of issues including burglary which have taken place in the Cemetery at night. It is not currently locked. Negotiations are in progress with ABC over responsibility for the Cemetery and this issue will be included. There is the potential for auto-locking gates there.</p>	
12	<p>Recommendations to Council.</p> <ul style="list-style-type: none"> a) Check cost-effectiveness of linking town CCTV systems with monitoring centre (after main installation). b) Investigate potential for purchase and storage of 2 electric bikes. c) Liaise with PCSO and youth engagement officer regarding TTC funding for bike marking sessions d) PR consultant to publicise safety of Tenterden and do a comparison with other Kent towns. e) Continue to promote NHW scheme 	
13	<p>Date of next meeting. Town Clerk to arrange towards the end of March. Notify well in advance.</p>	

External Committee 14th January 2019

AED at Trinity Baptist Church

Agenda Item 8

I have attached a donation request from the Trinity Baptist Church on Ashford Road regarding an external defibrillator which they would like to fit. The accounts are held in the office should councillors wish to view them.

The donations sub-committee has considered this in principle (prior to the official application being received) and has recommended matched funding.

The attached application indicates that the church will fund the fitting of the AED and half the capital cost. £867.30 is requested from TTC.

This particular location would bridge a gap in AED cover between the recreation ground and St Michaels.

Proposal: That matched funding of £867.30 be awarded for the AED Unit priced at £1734.60.



Phil Burgess
Town Clerk

Impact on Crime and Disorder	: None
Impact on Bio-diversity	: None
Budgetary Impact	: Moderate

TENTERDEN TOWN COUNCIL

Town Hall, 24 High Street, Tenterden, Kent. TN30 6AN

Website: www.tenterdentowncouncil.gov.uk

Telephone: 01580 762271



Email: townhall@tenterdentowncouncil.gov.uk

Facsimile: 01580 765647

DONATIONS APPLICATION

In addition to completing this form, an organisation applying for funding must also supply a copy of its latest approved accounts (audited, if appropriate). Please use continuation sheets as necessary in support of your application.

Name of Organisation
TRINITY BAPTIST CHURCH
Registered Charity Number (if applicable)
1170147
Registered Address
TRINITY BAPTIST CHURCH ASHFORD ROAD TENTERDEN KENT TN30 6LR
Contact name(s) and position
EDWARD BURGESS Church Officer
Contact telephone number(s)
01580 762271
Contact email address
edward.burgess@tenterdentowncouncil.gov.uk
Brief summary of the organisation (date formed, aims, structure etc.)
church was formed in the late 1980s Bible Centred family church looking to serve our community in Tenterden.
Objective of funding (Including what will be deliverables, timescales, as appropriate)
To provide an External Automated Defibrillator THE CHURCH HAS AGREED TO FUND 50% OF THE COST AND HAS FUNDS AVAILABLE
Other organisations (if any) that provide this propose deliverable / service
The Fat Ox Pub in St Michaels The Council at Tenterden Recreation ground

Who will benefit from this project and how (Demographics of community, numbers)
Local Community around the area of Turners Avenue Tenterden. It is said by St Johns Ambulance that an AED can double someones chance of survival of a heart attack
Impact of to the community of not delivering
The nearest Defibrillators are at the fat ox in St Michaels or Tenterden Recreation Ground Lollers
Total cost of project (please supply supporting information, e.g. quotations etc.)
£1734.60 - The fitting of the unit and electrical wiring to be paid by TBC £200 (approx)
Other sources of available funding been considered
Amount of grant sought
50% of £1734.60 = £867.30
When is the grant required
AS SOON AS POSSIBLE
What fall-back position would the organisation / charity take if the grant was not forthcoming?
UNKNOWN
How will the balance (if any) be financed Has other funding agreed from other sources (if applicable) Please provide any supporting documentation
TO BE PAID FROM CHURCH ACCOUNT
Other information relevant to support your application: Please use continuation sheets as necessary.

DECLARATION

I declare that I am authorised to make the above application on behalf of

Trinity Baptist church Tenterden (name of organisation).

Signed: Edward Burgess

Name: EDWARD BURGESS

Position in organisation: CHURCH OFFICER

Date: 4/12/2018

Rebecca Douglass

From: support@lhedefibpad.co.uk
Sent: 03 October 2018 15:51
To: Rebecca Douglass
Subject: The Defib Pad Quote DP14806

Follow Up Flag: Follow up
Flag Status: Completed

Categories: Church (6400)






TheDefibPad

defibrillators, accessories & advice

Thank you for
requesting a quote

Quote: DP14806

Wednesday 3rd October 2018 - 15:50

Product	Qty	Price	Total
<u>Zoll AED Plus Paediatric padz II</u> <u>Defibrillator Pads</u> STJPEDIPAD	1	£58.50	£58.50
			
<u>Outdoor Defibrillator Cabinet with</u> <u>Code Lock, Heating System and</u> <u>LED Light</u> Choose Version: 1000 model DSSCLHLED	1	£439.00	£439.00
			
<u>Zoll AED Plus Defibrillator Unit -</u> <u>Fully Automatic</u> STJAEDPLFA	1	£948.00	£948.00
			

Shipping	£0.00
VAT (20%)	£289.10
Order total	£1734.60

Payment Options

Credit/Debit Card

PayPal (support@safelincs.co.uk)

Cheque (made payable to Safelincs Ltd.)

Your privacy is important to us

We only process your data when you ask us to or give us consent to do so. Please read our [privacy policy](#) to learn about how we take data protection seriously.

Contact Us

0800 612 6304

support@thedefibpad.co.uk

www.thedefibpad.co.uk

The Defib Pad, 33 West Street, Alford, Lincolnshire, LN13 9FX

TENTERDEN TOWN COUNCIL**EXTERNAL COMMITTEE
AGENDA ITEM NO. 9****14th January 2019
ADMIN LIST NO. 177**

REPORT DATE	FAULT LOCATION	FAULT DESCRIPTION	REFERENCE
11.06.18	Six Fields Path	Overgrown brambles and stinging nettles	PROW669764
11.06.18	Church Path	Overgrown vegetation	PROW850297
11.06.18	Silver Hill Path	Overgrown vegetation	PROW641724
13.06.18	Beachy Path	Severely overgrown	365654
14.06.18	The Pavement	Pothole in road	2018/01235
20.06.18	William Caxton Junction	Traffic lights out	367043
25.06.18	Outside Rising Star	Street light hit by Waitrose lorry making it wobble	367971
26.06.18	Footpath AB36 Footpath round Redrow land	Severely overgrown vegetation making footpath almost impassable	PROW511012
27.06.18	Footpath AB21	Overgrown footpath	PROW571376
27.06.18	Public Right of Way	Tree overhanging 9 Collison Place	PROW919355
29.06.18	Ashford Road near the Lindens	Severely overgrown hedge	368928
06.07.18	Cycle Track	Overgrown and rubble disappearing causing trip hazards	370108
10.07.18	Boresisle	Request for new parking area ref 0160 External minute	370774
10.07.18	Highbury Lane	Gulley repairs bodge job	370780
12.07.18	West Cross	Footpath needs clearing	371079
12.07.18	West Cross	Blocked Drain	371081
12.07.18	Highbury Lane	Gutter / Footpath trip hazard	371087
17.07.18	Public Right of Way AB36	Path overgrown with weeds including giant hog weed.	PROW505911
25.07.18	War Mem (109 High St)	Potholes	373457
31.07.18	5 Lawn close	Overhanging tree	374502
09.08.18	Westwell Court / A28	Street light not working	376232
09.08.18	Outside Santander	Street light continually on	376235

24.08.18	Smallhythe Rd Path AB32	Enquiry re freehold of former path route	PROW994157
24.08.18	Orchard Road	Footpath obstructed	379118
24.08.18	Elmfield	Double yellow lines requested to allow access for emergency vehicles	379183
28.08.18	Smallhythe Rd	Traffic lights out on Smallhythe Road junction near W. Caxton	379507
03.09.18	East Hill	Hedge overhanging footpath.	380800
06.09.18	Entrance to Woodbury Lane	Pot Hole	381649
06.09.18	Gravel Road before Woodbury Lane	Joint off the path difficult for mobility scooters to navigate	381638
06.09.18	High Street road between The Secret Pantry and Hunters Estate Agents	Pot Hole	381636
11.09.18	Hales Close	Streetlight not working	382384
13.09.18	Hales Place Hedge	Brambles encroaching on footpath	382894
13.09.18	141 High Street	Paving loose outside Whites Jewellers	382969
26.09.18	Pittlesden Salt Bin	Low	385172
26.09.18	Church Path	Overgrown hedge	PROW720070
26.09.18	Footpath between Appledore Road and Southgate Road	Overgrown hedge	385256
26.09.18	Highbury Lane	Uneven path/gulley causing pedestrian to trip	385254
08.10.18	Ashford Road (Nr 64)	Soft verge, possibly subsidence	387103
12.10.18	Plummer Lane	Moss on path, making it slippery	PROW FS-Case-91616786
15.10.18	17 High Street footpath	2 loose and uneven flags-trip hazard	388189
16.10.18	Knockwood Road	Street Light (007) not working	388367
31/10/18	Adams Close	Street Light out	390669
29.11.18	Westwell Court / A28	Street light out again	396134
05.12.18	Bridewell Lane Car Park	Street Light Out on right near Woodbury Lane	397423
18.12.18	Smallhythe Road	Unlit bollard	400157

07/01/2019

Tenterden Town Council

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Detailed Income & Expenditure by Budget Heading 31/12/2018

Month No: 9

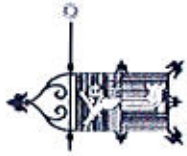
Committee Report

External

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
130 Events & Donations							
4305 Town Events	7,150	10,500	3,350		3,350	68.1%	
4310 Community Chest Grants	67,166	165,000	97,834		97,834	40.7%	
4315 War Memorial	1,236	4,500	3,264		3,264	27.5%	
4325 Grants to Organisations	5,385	5,000	(385)		(385)	107.7%	
Events & Donations :- Indirect Expenditure	80,937	185,000	104,063	0	104,063	43.7%	0
Movement to/(from) Gen Reserve	(80,937)						
190 Capital Projects - Tent 1							
1190 Sale of Land	84,743	0	(84,743)			0.0%	
Capital Projects - Tent 1 :- Income	84,743	0	(84,743)				0
Movement to/(from) Gen Reserve	84,743						
310 Caretaker Scheme							
1275 ABC Revenue Income	0	22,876	22,876			0.0%	
1285 KCC Revenue Income	15,110	15,000	(110)			100.7%	
Caretaker Scheme :- Income	15,110	37,876	22,766			39.9%	0
4000 Staff Costs	27,586	55,000	27,414		27,414	50.2%	
4245 PPE & Clothing	1,011	1,000	(11)		(11)	101.1%	
4700 Vehicle/Mach. Repairs & Maint	4,454	3,600	(854)		(854)	123.7%	
4705 Vehicle/Mach. Purchases	3,543	10,000	6,457		6,457	35.4%	
4710 Fuel	1,730	2,500	770		770	69.2%	
4715 General Grounds Maintenance	5,427	6,000	573		573	90.5%	
4720 Vehicle Insurance	565	1,000	435		435	56.5%	
4735 Tools & Sundries	172	500	328		328	34.4%	
Caretaker Scheme :- Indirect Expenditure	44,488	79,600	35,112	0	35,112	55.9%	0
Movement to/(from) Gen Reserve	(29,378)						
320 Highways & Amenities External							
1330 Bowling Green	583	0	(583)			0.0%	
1340 Allotment Income	35	100	65			35.0%	
1370 Friday Market	3,810	0	(3,810)			0.0%	
1380 Bench Donations	946	0	(946)			0.0%	
Highways & Amenities External :- Income	5,374	100	(5,274)			5374.1%	0
4110 VSW Contribution	0	10,000	10,000		10,000	0.0%	
4375 Friday Market	1,481	0	(1,481)		(1,481)	0.0%	

Continued over page

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4675 Speed Indicator Device	6,138	0	(6,138)		(6,138)	0.0%	
4725 Bench Expenditure	1,684	500	(1,184)		(1,184)	336.8%	
4750 Christmas Lights	19,926	40,000	20,074		20,074	49.8%	
Highways & Amenities External :- Indirect Expenditure	<u>29,229</u>	<u>50,500</u>	<u>21,271</u>	<u>0</u>	<u>21,271</u>	<u>57.9%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(23,855)</u>						
External :- Income	105,228	37,976	(67,252)			277.1%	
Expenditure	154,654	315,100	160,446	0	160,446	49.1%	
Movement to/(from) Gen Reserve	<u>(49,426)</u>						
Grand Totals:- Income	105,228	37,976	(67,252)			277.1%	
Expenditure	154,654	315,100	160,446	0	160,446	49.1%	
Net Income over Expenditure	<u>(49,426)</u>	<u>(277,124)</u>	<u>(227,698)</u>				
Movement to/(from) Gen Reserve	<u>(49,426)</u>						



TDRA

Registered Charity No 1121579

www.TDRA.org.uk

Date 15 December 2018



Tenterden Town Council
Town Hall
High St.
Tenterden

For the attention of the Town Clerk

Dear Phil,

St. Mildred's Re-Ordering Project

The Committee of TDRA has been presented with the details of the St. Mildred's Re-Ordering as presented to TTC recently.

Whilst a number of our Committee have reservations regarding some of the design features, we recognise the plans are at an early stage, and hopefully those concerns can be addressed over time.

Our purpose in writing to you at this stage is to affirm our support in principle for the project, and support the principle of TTC allocating an amount of funding out of the Tenterden Regeneration Project.

St. Mildred's has been a key part of this community for a thousand years; we hope it can be so for another thousand.

Yours sincerely,

Alan Bates
Chairman

[REDACTED]
[REDACTED]

ASHBRO RD.
TENTERDEN
KENT.

MR P. Burgess Town Clerk

Congratulations

and a big Thank you to T.B.C. for
the Christmas lights, also a big
Thank you to C.S. Middel and his
team for doing such a excellent
job for the town it is the best
display of lights in Kent.

Well done to all concerned.
Yours Sincerely.

[REDACTED]

Correspondence from Resident

Dear Mr Burgess,

What an excellent letter from our Mayor in today's edition of the Kentish Express regarding our High Street, local tourist attractions, and proposed Town Centre Manager. The latter is a welcome decision due to the current debates and concerns regarding the future of our High Streets.

With this in mind the Town Council will be only too that there is currently a consultation exercise taking place proposing a major reduction of opening hours offered by one of our High Street services namely Tenterden Library within the Gateway building which also houses the town Post Office. The proposal is to reduce opening hours by 28 hours per week.

Questionnaires and supporting booklets are available at the Library or can be downloaded online.

Responses via questionnaires are invited from both individuals and organizations.

As this would be a major reduction of availability of the service and additionally would have major ramifications for the Post Office it is to be hoped that the Tenterden Town Council will complete a questionnaire with their views in addition to the individual responses.

The town is approaching a period of great change and the Town Council quite rightly and democratically have say on major proposals which affect the town and its surrounding hinterland.

Regards,