

Remembrance Day 2018
Notes from a meeting between the Royal British Legion, Town Council
and Organisations

Monday, 22nd October 2018 at 6.00 pm

Present: Cllr. H. Edwards, Cllr. Mrs. P. Smith, Canon L. Hammond, The Reverend J. Kennett, The Reverend J. Emmott, Mr. R. Thomas and Mr. W. Chantler of the Royal British Legion, DC M. Ades, Mr. M. Caridia President of the Lions Club, Mr. M Winter Sergeant at Mace, Ms. S. Haynes and Ms. F. Premarana(?) from 1st Tenterden Guides. Deputy Town Clerk Mrs. C. Gilbert took notes.

Apologies: Mr. N. Beaven of the Royal British Legion.

1. Road Closure Signage. Claire requested clarification as to how many additional road closed signs would be required; two need to be ordered. Claire confirmed that she would be ordering advance road closure notices and Roger advised that Rother Valley Print had assisted them in the past. Rather than the normal four signs, Claire would be putting up more around the Town and slightly further out. Claire would also be producing posters to issue to Waitrose and Tesco warning customers of the road closure.
2. Bagpipes. Claire confirmed that Steve Holland is booked for playing at 6am on the Church Tower. Steve will be playing Dark Island followed by Mist Covered Mountains for the lament. Mist Covered Mountains was played for the Queen Mother's funeral. Lindsay asked for Steve's details so that he can liaise re: access to the Church.
3. Fire Brigade. Claire had asked Matt Card from Tenterden Fire Station for the fire brigade to be in attendance for the Beacon lighting; Claire to chase for official confirmation.
4. Timetable of Events. Claire had produced a timetable of events for Remembrance Sunday to be reviewed. Bill confirmed that Simon Passey is the Parade Marshall and will be leading the parade. Two amendments were made to the timetable: the parade will leave Recreation Ground at 10.35 am and the service will start at 10.45 am. Initially it was agreed that the service will start at 10.47 am, however, on reflection post meeting, it was agreed to state 10.45 am to ensure all were in position before the start.

Roger would be issuing a timetable to those who collect wreaths which states that parading organisations need to assemble by the Junior School at 10.15 am.

Henry requested that the Timetable is well advertised via notice boards, A Boards and social media. Rather than issue copies of the day's events to

the public with the Orders of Service, it was agreed that Lindsay would include the rest of the day's events in the actual Order of Service.

5. Electricity Supply at War Memorial. Bill had spoken to the resident who kindly allows the RBL to plug in the PA equipment into her property and she was happy for this to take place again this year.
6. Orders of Service. Lindsay confirmed that Homewood School would be printing 1,200 Orders of Service. Copies would be distributed to the Town Council and the parade. Volunteers have been arranged to distribute to the public at the War Memorial.
7. Wet Grass at War Memorial. Roger asked whether carpet or matting could be laid on the grass at the War Memorial for wreath layers to walk on after laying their wreaths; some people struggle if the grass is wet. It was agreed that help would be provided for those who struggle to walk back to their positions rather than put down matting due to potential trip hazards.
8. Lord Lieutenant & High Sheriff of Kent. Roger asked if either the Lord Lieutenant or High Sheriff of Kent would be attending the Service and laying wreaths. Claire agreed to find out. Subsequent to the meeting, it was confirmed that the High Sheriff of Kent would not be attending as she will be at a Service in Canterbury.
9. Plaques on Beacon. Claire confirmed that the Town Council's and Lions' shields/crests would be arriving any day, but would not be put on the beacon post until nearer Remembrance. Claire enquired as to whether the Lions were arranging for the brass plaques to be made; Mike confirmed that these will be done after the event.
10. Train Service. Suzie enquired how much the 1.15 pm train service would be – Claire agreed to check with Helen & Karen.
11. Cover at the Railway. Henry reported that he had spoken to Andre at the Railway and they were planning on leaving the marquee up from Fright Night.
12. Parade Order from the War Memorial. Malcolm asked whether Parade Marshall could allow time for the Choir to move off and the Council to follow before the rest of parade moves off. Unfortunately in previous years the Council and parade had started to overtake the Choir. The other organisations had also had problems forming up in time. Lindsay agreed to announce that all those in the parade should form up on the road before moving off. The Council will lead the parade and the Choir would be the last group in the parade and would make their way back to St Mildred's.

Mike asked which organisations can join the parade. Roger reported that any organisation can join the parade and the public are welcome to join after the organisations.

13. Next meeting. It had been agreed that a wet weather plan would not be necessary as there would be too many in attendance to fit in St Mildred's. Another meeting may not be necessary, however, all information, including the timetable of events, will be circulated to the colour parties.

Cinema Focus Group Recommendation to TTC External Committee, November 2018

Recommendation

TTC should commission a Full Building Feasibility Study and initial business plan for the conversion of The Pebbles as a boutique cinema, with a budget of £30,000 + VAT. This should cover the activities proposed by Burrell, Foley Fischer in their email of 27 September, but go to competitive tender. The Focus Group would be happy to assist TTC in inviting and evaluating tenders.

Summary

"There is overwhelming support for the Council to attract a commercial boutique cinema operator to the town" (Lipton Report). In June 2018 TTC's Public Engagement survey of resident priorities for Council service delivery ranked the Cinema as a 'high' priority in seventh place (out of 26).

The Pebbles building is the preferred venue option on grounds of location, site suitability and affordability. The specialist consultants' Site Options Appraisal (July 2018) found that the Pebbles building could deliver a two-screen cinema seating up to 150 people and café/bar. It would make a positive contribution to the Town Centre and the day and night-time economy. The consultants found genuine operator interest in funding the fit-out expenditure and operating the venue. The cinema sector is undergoing a period of widespread investment based on increased levels of luxury, technical sophistication, excellent catering and an emphasis on small town-centre cinemas offering a range of cultural programming as well as movies. They cater to a wide demographic. Audiences are predominantly under 30 although the 15-24 audience is declining and the 55+ audience is growing.

The Focus Group has set up three Working Groups to explore ways of progressing the project. On the basis of their findings to date (summarised below) the Focus Group has concluded that:

- The project is viable;
- It can be structured and funded as a Community Project that minimises risks to TTC;
- A Full Building Feasibility Study, commissioned and funded by TTC as the building's owner, is an essential next step.

Finance & Structure Working Group findings

We have tested the assumption of visitors given in the Craigmount report with further analysis based on drive times and 2011 census data. Our work suggests a figure higher than Craigmount's estimate of 70,000 annual admissions but our recommendation is based on the more conservative figure.

The Site Options Appraisal report (July 2018) estimated costs of £1.81m including fit-out, but this excludes VAT, fees and contingencies. These are likely to bring the total cost to at least £2.5m of which technical fit-out (£315K) and fittings (£270K) would normally be met by the operator. These figures can only be confirmed when a full Building Feasibility Study is complete.

The scope for local government funding is limited, so we propose that a substantial portion of the capital will come from the community. It is premature to start detailed discussions with potential financiers, public or private, until we have confirmation that the project is viable from both a building and planning perspective and can make a financial plan based upon detailed estimates. Nevertheless, informal discussions have been held with a small number of senior local government officers regarding possible (low-cost) Public Works Board funding. Private and confidential approaches to local charities and individuals have met a strong willingness in principle to support a well-founded cinema project through donations, bond issue, equity or other methods.

Assuming a figure of 70,000 visits and an indicative cost estimate of £2.5m, preliminary analysis indicates that the cinema would be viable with a combination of private investment and, if available PWB funding or a mortgage, assuming an input from TTC of £0.5m.

It will be necessary to create a new legal entity to carry out the project. We believe either a "Community Interest" or "Limited by Guarantee" Company could work subject to a formal review of VAT implications, benefits, fundraising and operator requirements under different arrangements. However, the underlying principles will always be that TTC retains the freehold of The Pebbles; that the operational risk is not with TTC; and that any borrowing is undertaken by the Company.

Operators Working Group findings

The Lipton Group report feared that Tenterden lacked a suitable location that could attract an operator. However, four operators have now expressed an initial interest. The Working Group is preparing a questionnaire to test that interest in a series of meetings. The following table summarises the candidates.

Operator	Cinema Locations	Notes
Kino	Hawkhurst, Rye Bloomsbury (cinema, bistro food, cultural and social events)	Well-known and liked locally. Interest confirmed to Craigmount and TTC in January 2018
Uckfield Picture House	Family owned business; high quality venue with catering and cultural events as well as movies	Focus on delivering cinema as a destination. They have expressed an interest in the Tenterden development opportunity.
Cinegogh Ltd	5 independent cinemas nationally, including Fakenham Central Cinema (only cinema in the group to deliver a wider cultural offer) and Sittingbourne New Century.	The Group owner has expressed an interest in the Tenterden development but has no experience in new build and initial tech fit out. Current venues share no family branding and differ in core going offer.
Silver Screen	Independent operator with cinemas in Folkestone and Dover	Initial interest expressed.

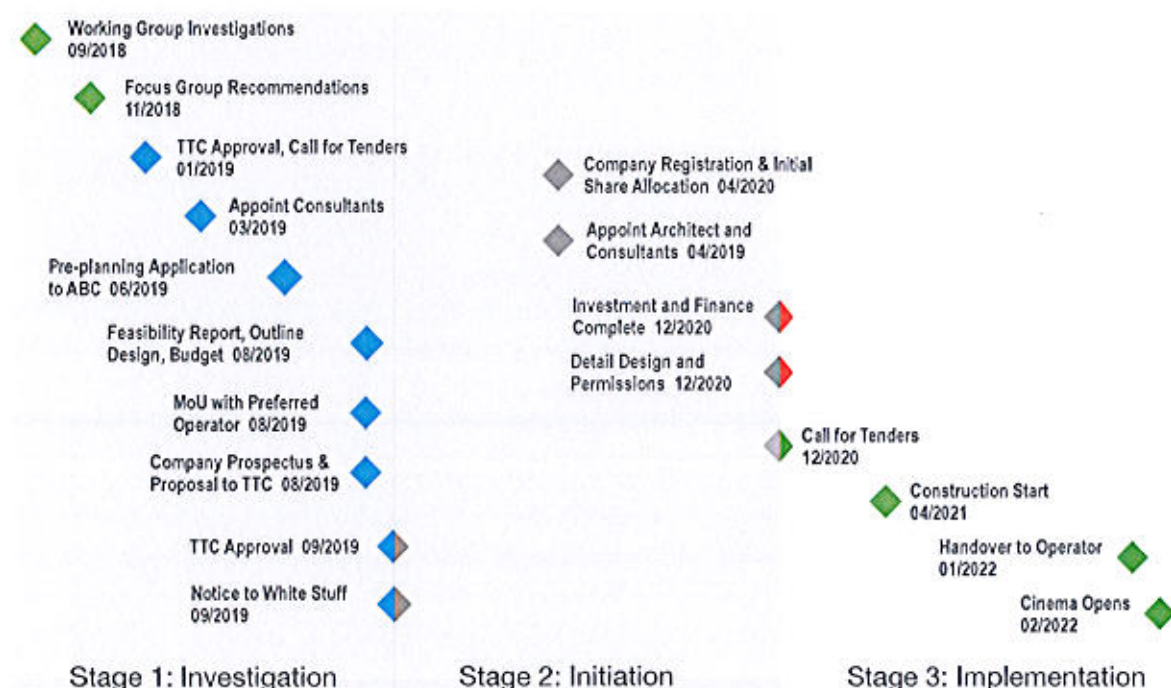
Route Map Working Group findings

The Route Map is a living document (updated to reflect events) that describes on a time-line each activity needed for the development of the cinema, and the dependences between them. The activities are divided into three phases: Investigation (currently active); Initiation and Implementation.

Investigation covers the activities of the three Working Groups; their presentation for decision to TTC; and the commissioning and execution of the Full Building Feasibility Study. Subject to the technical findings of the study, approval of a pre-planning application to ABC and TTC approval, the Investigation results in the preparation of a business plan and company prospectus, a Memorandum of Understanding (MoU) with a preferred operator and the choice of a legal structure. On TTC approval and commitment in principle to the future lease of The Pebbles to a cinema company, it is envisaged that TTC would ask White Stuff to accept early termination of the current lease. We are informed they are willing in principle.

The Initiation Phase finalises the legal structure; creates the company; confirms the investment; prepares detailed designs and tender documents; applies for full planning permission; and gains operator commitment.

The Implementation Phase covers tendering, construction and fit out. The following graphic summarises the phases and main milestones on the critical path, with indicative dates. A more detailed Gantt chart, showing activities, is available on request.



TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

CINEMA FOCUS GROUP

MINUTES OF A MEETING ON 11TH OCTOBER 2018

Present: Cllr. Mike Carter, Cllr. Sue Ferguson, Phil Burgess (Town Clerk), Claire Gilbert (Deputy Town Clerk), Tom Evans (Chair), Alan Bates, Colin Campbell, Paul Hale, Chris Head, Carol Parkin, Fran Sharp, Bob Somerscales, Gill Topley, Wilfred Watters.

1. **Apologies for Absence.** Nic Phillips and Lindsay Phillips. Apologies had been received via email before the meeting, but not seen until after, from Kimberley Trow and Seren Welch.
2. **Minutes** of the meeting held on 30th August 2018 were agreed with one correction: Gill Topley was present, not Fran Sharp.
- 2.1 As discussed at the last meeting, Alan Bates and Colin Campbell had joined the Working Groups and it was agreed that they would become formal members of the Cinema Focus Group. It was agreed that members who have not regularly attended meetings would be contacted to find out if they were still members; an up to date email contact list will be circulated to members.

3. **Town Council's Position.**

Phil Burgess, Town Clerk, addressed the group to outline what he believed was the Council's current position. At present, the two Councillors on the Focus Group are the most keen on a cinema, however, the group will have a task convincing the remaining 14 Councillors of any further expenditure towards feasibility studies. Phil suggested that the group request the £30,000 for the next stage should be deducted from the £500,000 that the Council would have to spend anyway on the Pebbles to bring it up to a lettable state following the expiry of the lease. Phil commented that although the cinema was one of the most wanted projects for the Town, indications were that residents did not want the Council to finance it.

Phil Burgess left the meeting.

4. **Matters Arising.**

- 4.1 Minute 5.1 from 30th August meeting – Claire had obtained a 'shopping list' from Stefanie Fischer as requested and this had been circulated. Sue Ferguson commented that this document would be useful for the Council itself to use when looking at the Pebbles. Tom Evans reported that the list provided was a reasonable proposal. Colin Campbell commented that given the Pebbles was Grade II listed, the Council would have to conduct a basic survey before any works are undertaken, therefore, they would have to pay for a survey anyway.
5. **Working Group Reports.** Tom Evans thanked the working groups for producing their reports, which had been circulated on 9th October 2018 to members.

- 5.1 Operators Working Group. Tom commented on the report circulated: he was surprised that Kino were not listed as interested, which was fed back by Ron Inglis. Paul Hale reported that they will meet with each of the operators to gauge interest and find out how much they would be willing to commit. Tom asked if it was possible for the meetings with operators to take place before the 12th November External Committee meeting.

Mike Carter asked whether the last feasibility report could be given to the operators; initially it was agreed to ask the Council, however, the reports are in the public domain.

Tom commented that a list of specific questions needed to be drawn up to ensure consistency with all operators; it was also suggested that the working group should review the accounts of potential operators to check their financial soundness. Tom commented that a copy of the feasibility report could be sent to operators asking them to respond if interested. Alan Bates suggested giving operators a questionnaire to complete.

Paul reported that conducting site visits to interested operators would be preferable to inviting them to Tenterden. Chris Head suggested talking to the Independent Cinema Office to put in an advert for expressions of interest.

- 5.2 Finance & Structuring Working Group. Chris Head reported that Paul had looked at the drive time data provided by Ron Inglis and it was felt the estimate provided was fairly conservative as Paul's estimate came to 94,000 against Ron's 70,000 visits. Chris commented that it was critical that the cinema is self funding. The cost of 1.5 million did not seem to include all expenses and up to 3 million was a more realistic cost.

Colin Campbell reported that VAT was a critical issue. To avoid extra VAT costs, the Council could get the building ready as they were able to claim the VAT back. The building could then be handed over for fitting out. Colin suggested that co-operation was needed from a local authority to help with the VAT.

Mike Carter suggested that Burrell, Foley, Fischer should be sent Chris Head's building estimates for comments as to whether the increase up to 3 million is viable. The Group was not sure that this would be appropriate.

Tom suggested the Group talked about where the money could be raised from. Alan commented that crowd-funding was made up of donations and it might be advisable to look at investors. Tom commented that it is a community project split into two parts: Tenterden Town Council and Residents; we should be looking at local investors.

Chris suggested getting a plan in place and secure some funding, then look at shortfall investors. Tom suggested presenting to the Council possible ways of funding a viable business and highlighted four areas that could be presented:

- (i) a cinema is viable;
- (ii) not high risk in our view;

- (iii) need to say if a genuine operator is interested;
- (iv) this is where the money might be raised from once the feasibility study has been conducted.

Tom tabled, and went through, a cost and funding models sheet for the Pebbles which he had produced. Colin suggested putting Ashford Borough Council (ABC) instead of the Town Council on the funding sheet. Colin had spoken to a couple of contacts who had a clear message: we will not get any current grant funding – the best that can be hoped for is a loan from the Public Works Loan Board. Most reserves at ABC are earmarked already and ABC would be a no go for investing as they are heavily investing in Ashford itself. In ABC's view, Tenterden does not need regenerating. However, Colin suggested that once the figures are robust, the leader of ABC could be approached.

Chris suggested writing to industrial investors to see if they would be interested and also look at different levels of investment.

Tom thanked the members of the working group; the next stage would be to pitch to the External Committee.

- 5.3 **Route Map Working Group.** Alan went through the working group's report. The route map is a living document and will change over time. It was suggested that a call for investors sheet will need to be produced like Rye did; Tom agreed to re-circulate Rye's sheet.

Colin reported that the company formation, operator's requirements and funding possibilities need to be in place in the Initiation Stage of the map. A main company needs to be set up properly to protect the directors. Tom suggested that Colin contacts the Fletcher Directors for advice as they had been in this situation.

Alan reported that a more sophisticated model of finances needs to look at the finer details. Colin commented that a significant amount of profit will come from the cafe. Alan suggested looking at different rents that operators would pay.

6. **Next Steps.** The report that goes to the External Committee on 12th November needs to be clear and concise, preferably two sided A4. The finance, operators and adjusted route map reports could be included. It was agreed that it needs to be simple. Tom agreed to edit the documents together, once updated/revised, and suggested that as many members as possible should attend the meeting as possible; at least one member from each working group should be there to answer any questions.
7. **Any Other Business.** None.
8. **Date of Next Meeting.** Tuesday, 30th October 2018 at 7pm to finalise report to External Committee.

TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

CINEMA FOCUS GROUP

MINUTES OF A MEETING ON 30TH OCTOBER 2018

Present: Cllr. Mike Carter, Cllr. Sue Ferguson, Claire Gilbert (Deputy Town Clerk), Tom Evans (Chair), Alan Bates, Colin Campbell, Paul Hale, Chris Head, Elaine Mahoney, Carol Parkin, Bob Somerscales, Gill Topley.

1. **Apologies for Absence.** Nic Phillips, Lindsay Phillips, Fran Sharp, Kimberley Trow and Seren Welch.
2. **Minutes** of the meeting held on 11th October 2018 were agreed.
3. **Matters Arising.** None.
5. **Working Groups' Progress/Updates.**

5.1 Operators Working Group. Mike reported that there was significant interest from four operators. It was agreed to go with the previous Operators report already provided with the addition of Silverscreen who are very keen. The current list of interested operators is: Kino, Uckfield Picture House, Silverscreen and East Anglia Group. The group were currently putting together a list of questions to ask operators to ensure consistency.

5.2 Finance & Structuring Working Group. An updated report was provided by the Group. Tom asked whether it could be made a bit clearer on certain elements, namely spelling out what sources of community funding; the possibility of a loan from the PWLB via ABC; and the legal structures. Tom highlighted that one of the clearest anxieties of the Council was being left with a financial loss or loss of an asset. Chris reported that the Town Council need to know that they would be protected against loss. Colin commented that the legal structure would not be included at this stage as it was unknown until an operator was in place. Colin suggested adding a paragraph on structure that allows fundraising or borrowing by the company, not the Council. The Group would be looking primarily for community funding.

Tom reported that he had spoken to a local Trust who were looking for applications for grants or donations and they would welcome an application from a Tenterden Cinema. Proposals are submitted in either March or September.

Tom reiterated that the Group would be looking to raise 1.5 million from community investment and not more than £500,000 would be required from the Town Council.

5.3 Route Map Working Group. Tom reported that the route map has been extended as heavy ground work would not take place during the winter months. This was a living document and would be constantly updated. There was a query regarding White Stuff's lease and Claire informed the Group that Head Office at White Stuff had indicated they would be willing

to move before the end of the lease subject to another High Street premises becoming available.

6. Recommendations to Town Council's External Committee on 12th November 2018.

Tom envisaged that the proposal document would start with highlighting the demand for a cinema and culture facility; the viability reinforced analysis; examples of other boutique style community cinemas, demographic examples, i.e. not just older generation; belief that it is viable, and it will help rejuvenate the High Street and night time economy. Updates from the three working groups would be included, particularly highlighting confidence in obtaining operators and updated information from the financial and legal side. It would state that the group cannot proceed further without the full building feasibility study and maintain a very strong argument for funding consultants the same as other focus groups. It could also mention that the Council would need to conduct the study themselves if the building was to be turned into flats/or other conversion.

Tom agreed to conduct a 10-minute presentation to the Council with a bullet point presentation on the screen. It was agreed that a lead member of each working group should be available to field any questions and Colin agreed to cover finance and legal, Paul the operators, and Tom the route map.

Tom will confirm that the Focus Group are willing to help the Council with inviting and evaluating tenders, however, the Council would procure.

Tom suggested that half of the two-sided proposal would be background information with half a page from each of the working groups. A draft of the proposal would be circulated to members on Sunday night (4th November) in order to receive comments/revisions before sending to Claire first thing on Tuesday morning for inclusion with the agenda papers.

7. Any Other Business.

(a) Elaine asked if the group had a back-up plan if the result is not positive at the External meeting. It was agreed to cross that bridge when we get to it. The External Committee can only 'refuse' or 'agree' to the proposal on 12th November – it would need to go to full Council for ratification. This could potentially be at Special Town Council meeting on 10th December.

(b) It was suggested that the Group's plans for the cinema could be presented to the public at the Town Council's coffee morning on 20th April 2019.

8. Date of Next Meeting. No meeting date was set; however, a meeting may take place in January where marketing could be discussed. Any new information will be circulated to Group members via email.

External Committee 12th November 2018

Welcome Pack for new Residents

Agenda Item 9

A format for the Town Council's contribution to the welcome pack has been agreed (minute 198d and the enclosed background paper, proposal 4, refers).

The steering group producing the welcome pack has requested that the letter should be from the Town Council as a whole, since the original letter from the Mayor would only be appropriate to the duration of the mayoral term.

Our PR consultant Richard Harvey has composed the attached draft letter for approval. This should ensure that the letter is not time-sensitive.

A suggestion has also been made that these packs should be given to local estate agents to pass on to new residents.

The group has also requested that the council handle receipts from advertisers and payments for printing. Balances would be paid back to or claimed from the group (in a similar fashion to the way we dealt with the Xmas market last year).

Proposal:

- 1. That the enclosed draft letter should be approved.**
- 2. That the council could act as "banker" for the organising group to handle receipts and payments.**



Phil Burgess
Town Clerk

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

Residents' welcome packs

Background

Tenterden Rotary Club and Churches Together in Tenterden have come up with a proposal to prepare welcome packs for the new residents of Tenterden expected as a result of the developments at Tent1A, Tilden Gill, Tent1B and Pope House Farm.

The packs would comprise pages giving details of specific aspects of the town –

- Churches
- Councils (as per the attached draft – content only, not design)
- Schools
- Healthcare
- Service organisations
- Local attractions
- Food and drink
- The museum
- Local organisations and societies
- Volunteering opportunities
- Youth organisations
- Sports clubs and facilities

together with a welcome message from the Town Mayor and leaflets from local attractions such as K&ESR, Chapel Down, Smallhythe Place, the Rare Breeds Centre, etc, all contained in a reasonably sturdy card folder, which it is hoped Homewood School would design and produce.

The costs of production would be covered by advertisement space on the inside and back covers of the folder being sold to local businesses, with the front cover designed by Homewood School students and – ideally – incorporating the town's coat of arms.

It is hoped that there will also be a smartphone app, providing the same information, but this is being investigated further.

Proposals

1. That the town council supports the venture in principle
2. That the town council approves the content of the page on councils, subject to whatever amendments the council decides
3. That the town council permits the use of the town's coat of arms on the front cover of the folder
4. That the Town Mayor writes a suitable welcome message for inclusion

Crime and disorder reduction impact: None envisaged

Biodiversity conservation impact: None envisaged

Suggested source of funds: No funds needed

Cllr Justin Nelson – 06 November 2018

To replace minute 198D

**THE TENTERDEN WELCOME PACK -
INTRODUCTORY LETTER FROM TOWN COUNCIL**

A very warm welcome to Tenterden

You are now part of a vibrant and go-ahead community which takes pride in its status as The Jewel in the Weald, values its history and looks forward confidently to the future.

Our rich heritage is a colourful story which goes back to mediaeval times, and is detailed in this Welcome Pack

While that history is treasured, Tenterden is also developing for the future. A £3.5 million regeneration programme is underway which will see major improvements to the Recreation Ground, restoration work on our iconic Town Hall, maximising the use of community halls around the town, and investigating the potential for a local cinema.

We take care of our town, with its excellent schools, green spaces and social facilities for all ages. And we are proud of our energetic commercial community, with a retail scene of independent shops alongside nationally-recognised chains, and a lively hospitality sector of pubs, restaurants and cafes.

Tenterden Town Council is dedicated to working hard to create an imaginative future for the town as well as protect and preserve our heritage. We strive to communicate effectively, which means we welcome comments and suggestions from our residents. This Welcome Pack, a co-operative initiative with the Rotary Club of Tenterden and Churches in Tenterden, is part of that policy.

Thanks to our advertisers who have helped fund the Welcome Pack, Trevor Bingham of Arts Inc for design, and the students of Homewood School for the cover artwork.

Please don't hesitate to drop into the Town Hall or talk to one of our 16 town councillors. Their details can be found on our website www.tenterdentowncouncil.gov.uk, which also gives full details of our decisions and consultations.

Tenterden Town Council
Town Hall
24 High Street
TN30 6AN

Tel: 01580 762271

29/10/2018

Tenterden Town Council

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Detailed Income & Expenditure by Budget Heading 24/10/2018

Month No: 6

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
External							
130 Events & Donations							
4305 Town Events	4,650	10,500	5,850		5,850	44.3%	
4310 Community Chest Grants	34,582	165,000	130,418		130,418	21.0%	
4315 War Memorial	332	4,500	4,168		4,168	7.4%	
4325 Grants to Organisations	1,800	5,000	3,200		3,200	36.0%	
Events & Donations :- Indirect Expenditure	41,364	185,000	143,636	0	143,636	22.4%	0
Movement to/(from) Gen Reserve	(41,364)						
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	5,180	15,000	9,820			34.5%	
Caretaker Scheme :- Income	5,180	37,876	32,696			13.7%	0
4000 Staff Costs	27,586	55,000	27,414		27,414	50.2%	
4245 PPE & Clothing	767	1,000	233		233	76.7%	
4700 Vehicle/Mach. Repairs & Maint	3,378	3,600	222		222	93.8%	
4705 Vehicle/Mach. Purchases	692	10,000	9,308		9,308	6.9%	
4710 Fuel	1,261	2,500	1,239		1,239	50.4%	
4715 General Grounds Maintenance	2,989	6,000	3,011		3,011	49.8%	
4720 Vehicle Insurance	565	1,000	435		435	56.5%	
4735 Tools & Sundries	172	500	328		328	34.4%	
Caretaker Scheme :- Indirect Expenditure	37,410	79,600	42,190	0	42,190	47.0%	0
Movement to/(from) Gen Reserve	(32,230)						
320 Highways & Amenities External							
1340 Allotment Income	35	100	65			35.0%	
1370 Friday Market	2,510	0	(2,510)			0.0%	
1380 Bench Donations	325	0	(325)			0.0%	
Highways & Amenities External :- Income	2,870	100	(2,770)			2869.9%	0
4110 VSW Contribution	0	10,000	10,000		10,000	0.0%	
4375 Friday Market	982	0	(982)		(982)	0.0%	
4675 Speed Indicator Device	6,067	0	(6,067)		(6,067)	0.0%	

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Detailed Income & Expenditure by Budget Heading 24/10/2018

Month No: 6

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4725 Bench Expenditure	1,662	500	(1,162)		(1,162)	332.4%	
4750 Christmas Lights	3,928	40,000	36,072		36,072	9.8%	
Highways & Amenities External :- Indirect Expenditure	<u>12,639</u>	<u>50,500</u>	<u>37,861</u>	<u>0</u>	<u>37,861</u>	<u>25.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(9,769)</u>						
External :- Income	92,793	37,976	(54,817)			244.3%	
Expenditure	91,412	315,100	223,688	0	223,688	29.0%	
Movement to/(from) Gen Reserve	<u>1,381</u>						
Grand Totals:- Income	92,793	37,976	(54,817)			244.3%	
Expenditure	91,412	315,100	223,688	0	223,688	29.0%	
Net Income over Expenditure	<u>1,381</u>	<u>(277,124)</u>	<u>(278,505)</u>				
Movement to/(from) Gen Reserve	<u>1,381</u>						

External Committee 12th November 2018

Smallhythe Road Speed Report

Agenda Item 11

A request had been made at a recent meeting for an update on the current situation regarding the speed limit on the Smallhythe Rd.

KCC has advised the following:

That a route study has been completed for Smallhythe Rd. This did not show up any significant problems and Highways have now advised that if we wish to proceed with speed limit provision it will be necessary for a speed survey to be completed over the whole route. Cllr. Hill has agreed to fund this from his Combined Member Grant and Highways will now be taking this forward. Cllr. Hill will be in touch when the results of the survey are available. Please pass on our apologies to the resident".

Proposal: Information only



Phil Burgess
Town Clerk

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

Initial 'Sense-Check' Review of ViDA Output

Reviewer: Tim Sterling

Date: 21-02-18

Road: B2082 – Kent

Calibration

Traffic flow data

No traffic flow or speed data was available and the default values in ViDA have been retained.

It should be noted that if the actual flow is significantly less than the assumed default then the scale of various risks might be affected and the 'robustness' of the counter-measures proposed might be altered.

Collision data

We are advised that one serious collision occurred on the routes during the last three years and, again, the default ViDA fatal equivalent has been retained (1).

Risk Assessment / Rating

Considering the risk profile:

This is dated 21 September 2017 and runs north to south (i.e. southbound). The survey chainage also runs southbound. The route is all either 1 or 2 star rating and with various high risk peaks as follows:

- For vehicle occupants between Ch. 2.3 and Ch. 3.0 (mainly run-off and head-on);
- For motorcyclists between Ch. 2.3 and Ch. 3.0 (mainly run-off and head-on);
- For pedestrians between Ch. 2.3 and Ch. 3.0 (mainly going ahead);
- For pedal cyclists between Ch. 2.3 and Ch. 3.0 (mainly going ahead).

Clearly, the road between Ch. 2.3 and Ch. 3.0 is of particular interest. ViDA shows the route as being 3.8km long.

Considering the video:

The route begins just south of the junction with the A28 at Tenterden. The survey video does not include this junction, but google streetview shows it as an unremarkable signalised junction. The B2082 is also known as Smallhythe Road.

The road is subject to a 30mph speed limit. This seems to be appropriate to the character of the road and likely to be reasonably self-enforcing, although it does not appear to be supported by street lighting (or, at least, not obviously so) and repeater signs are difficult to see.

The road is reasonably high quality with a meandering alignment, hazard lines, some parking restrictions, a number of side roads, and medium density frontages. There are footways which end when the road becomes rural and subject to the national speed limit at about Ch. 500m.

The natural speed of the road increases markedly with the road having roadside hedgerows and other dense vegetation. The lane lines (including hazard lines) are also quite worn in places. There are low density frontages and some side roads and the alignment continues to meander. Forward

sightlines are limited, but self-evidently so (although an oncoming vehicle can be seen overtaking at about the centre of the route).

It is at about this point that the higher-risk section begins. This section is a little narrower and more winding. The alignment becomes more changeable and bends are a little more severe than they might appear (although this is somewhat subjective and would need to be considered by driving the route) and the sightlines are more restricted. Roadside trees also form a canopy above the road such that lighting levels vary and the environment feels much more enclosed. There are some properties and then the road resumes its enclosed feel as it follows a relatively steep and winding downhill alignment. Some of the roadside trees are of substantial girth. There were also some short isolated lengths of hazardous scaffold pole type fencing. It is clear why ViDA identified high risks, and particularly high risks for pedestrians and pedal cyclists, in this section.

The route then becomes less winding as it enters a 40mph speed limit at Small Hythe. Although there are residential frontages, the environment is still very rural and this speed limit seems unlikely to be self-enforcing (repeater signs are difficult to see). There is no street lighting and there are no footways (a pedestrian can be seen walking in the road and there is a worn track in the verge towards the end of the surveyed route).

The route ends at a sharp bend just after the end of the 40mph limit through Small Hythe.

SRIP Proposed Countermeasures

The SRIP shows a total of 14 different proposed counter-measures along a 12km route.

1. Roadside barriers – passenger side

2. Roadside barriers – drivers side

This is proposed for 2.3km on one side, and 2.2km on the other side of the road, including most of the southern section of the route. There are various roadside features that would be extremely unforgiving if collided with, but there are also accesses that would be obstructed by extensive lengths of barrier. The level of provision is inconsistent with normal practice elsewhere on the road network and barriers are highly unlikely to be either acceptable or, in many sections, practicable. Whilst there may well be benefits associated with some barrier, the proposed length of provision and the assumed benefits seem excessive. Nevertheless, this recommendation is consistent with the alignment, speeds and presence of roadside hazards and ViDA has identified and 'flagged' this risk by recommending a 'heavyweight' response. It is appropriate to consider alternatives such as speed management, edgelines, raised rib edgelines, widening, and removal or relocation of particularly vulnerable roadside hazards.

3. Protected turn lane (unsignalised 3 leg)

This is proposed at three junctions within Tenterden and three others in more rural areas. These seem likely to be disproportionate and perhaps impracticable. Nevertheless, ViDA has identified risks that could perhaps be responded to more cost-effectively by other methods such as, for example, improving conspicuity, signing improvements and removal of roadside vegetation.

4. Shoulder sealing passenger side (>1m)

5. Shoulder sealing driver side (>1m)

6. Shoulder sealing passenger side (<1m)

7. Shoulder sealing driver side (<m)

This counter-measure (providing a hard edge strip) is proposed for almost the whole route and is very likely to be considered impracticable, disproportionate and inconsistent with policy and practice elsewhere (e.g. the remainder of this route). There is also a risk that widening, and tending to straighten, the route could increase vehicle speeds. The measure has been likely been proposed in response to the risk of run off and head-on collisions, and whilst shoulder sealing might be advantageous and practicable in some locations it might be more appropriate to respond with speed management, and signing and lining improvements (including raised rib) elsewhere.

8. Delineation and signing (intersection)

This is proposed at six sites and appears likely to be proportionate, advantageous and practicable.

9. Skid resistance (paved road)

This is proposed at two nearby 100m sections to the north of the route. It appears to relate to roadworks that were underway when the survey was carried out and on this basis the recommendation can be disregarded, (although it is recommended that the standard of the reinstatement is checked).

10. Street Lighting (intersection)

This is proposed at 8 distinct sites, 5 within the more developed area to the north of the route. It is recommended that the site is reviewed during the hours of darkness in order to make informed judgement about the likely benefits from this.

11. Signalise intersection (3-leg)

This is recommended at a minor side road within Tenterden and will be disproportionate. Nevertheless, it appears as though sightlines are restricted and as though the junction is not particularly conspicuous. Signing and sightline improvements seem likely to be more appropriate.

12. Improve delineation

This is proposed at a number of sections to the north and south of the route, and it is likely that it was not recommended elsewhere because more 'heavyweight' alignment counter-measures were proposed at those locations. This measure should be seen as a route treatment rather than something that is implemented at short isolated areas and, as such, it is recommended that a review is undertaken and that a consistent and credible system of edgelines and raised rib markings is implemented.

13. Clear roadside hazards - passenger side

This appears to relate to a series of timber or concrete bollards placed outside properties at Ch. 200m, possibly to prevent parking on their front lawns. It seems highly likely that removal of these would be controversial. If so, it is recommended that reflective strips are added to them.

It also apparently concerns a timber post and rail fence at Ch. 1km. This does not appear to be more significant than other roadside hazards, although it is sited behind a small ditch and it may be this that has raised it above a ViDA threshold. It is recommended that this is considered on site although, on balance, this seems unlikely to be considered a priority for remedial treatment.

14. Sight distance – (obstruction removal)

This is proposed at Ch. 100m and Ch. 1.1km. It is difficult to ascertain from the video what these obstructions might be and it is recommended that this is considered further on site.

Summary of changes

It is recognised that local issues often mean that some proposals are considered to be impracticable.

It is also recognised that it would be possible, although unacceptable, to artificially adjusting the cost in order to create a poor BCR and 'force' ViDA to drop such proposals. However, it is acceptable to make a 'local switch off' (i.e. just within a specific route or section of route) if that can be done without also switching off the proposal in places where it is valid. A note should record where a 'local switch off' has been made.

In addition to this, it is necessary to check and, where necessary, correct, the coding (i.e. when it seems possible that a surprising proposal could possibly be the result of a coding error). A note should record where changes have been made (although it is not necessary to record every check).

Previous reviews have specifically queried the high incidence of barrier, pelican, pedestrian guard rail and footpath proposals. A concern was that they are sometimes inconsistent with usual UK standards and criteria. However, these are retained because they are likely to reflect the 'safe system' approach (i.e. although the proposed counter-measure may not be practicable or otherwise acceptable, the proposal may be 'flagging' an issue for which an alternative measure is possible).

The exception to this is that pedestrian flows (columns BO and BN of the coding sheets) have sometimes previously defaulted to something that was not credible. In view of this it can be appropriate to review these figures and change or re-set them and then re-process so as to obtain more credible output proposals.

Coding changes:

Traffic flow changed from 5,000 vpd to 2,000 vpd.

Traffic speeds changed between Ch. 9.1km and Ch. 11.1km as described above.

Local switch-off:

None.

Global switch-off:

None. (Note, 'centre lane full turning length' was not proposed and has been disregarded).

External Committee 12th November 2018

Tenterden Heritage Trail Leaflet

Agenda Item 12

The Tenterden Heritage Trail leaflet was originally produced by the Tenterden Improved Project. The stock of leaflets, which were printed a good number of years ago, is now depleted. I have been in contact with Arc Creative Design, the original designer and printers of the leaflet, and they still have the artwork.

The Tenterden Heritage Trail leaflet is extremely popular; the bulk of copies would be held at the Town Hall, but also distributed to local attractions and Tourist Information in Ashford.

The leaflet requires minor amendments, namely:

- Tourist Information Centre address and phone number to be changed to Town Hall;
- Website link for further information about Tenterden and events should be changed from the old Chamber of Commerce address to Tenterden Town Council's website and MyTenterden;
- the link to arranging walking tours needs to be updated (details to be confirmed by History Society);
- the Tenterden Museum's website link to be updated;
- Tenterden Town Council's logo to be included.

Arc Creative are willing to make minor amendments free of charge and have provided an estimate for printing (see attached). I have contacted Ashford Borough Council to find out if they would be willing to contribute towards the cost of printing, however, they do not have the budget for this.

I have requested a quotation from Wealden Print for copying only; this information will be tabled.

Proposal: that the Council funds the printing of 10,000 copies of the updated leaflet at a cost of £1,882.00 plus VAT.

C. Guise

Claire Gilbert
Deputy Town Clerk

Impact on Crime and Disorder : None
Impact on Bio-diversity : None
Budgetary Impact : Non-budgeted expense

External Committee 12th November 2018
Football in Tenterden – Trial period for 3G
Agenda Item 13

If the recreation ground project is to go ahead, the football pitch cannot remain in its current position. The FA has designated the excellent new 3G facility at Homewood as an equivalent and plans are in progress to provide more grass pitches within the town.

One of the main objections to the temporary move to the 3G from the footballers is the cost element. Cllr Carter has suggested that the Town Council should contribute to fees for the club to carry out training sessions or full matches on the 3G in order to promote familiarisation with the surface.

Charges for the pitch are £60 per weekend match, £85 per hour full pitch training and £50 per hour half-pitch training.

Proposal: That the council should liaise with the footballers to agree the most useful bookings and set a maximum budget for assistance (£1000 to £1500?)



Phil Burgess
Town Clerk

Impact on Crime and Disorder	: None
Impact on Bio-diversity	: None
Budgetary Impact	: Non-budgeted expense

External Committee 12th November 2018
Public Engagement Sub-Committee Recommendations
Agenda Item 14

Residents Survey

The Public Engagement Sub-committee (of the Internal Committee) have reviewed the data and feedback from the public on the Residents Survey and, at the meetings on 2nd October and 5th November 2018, have put together a list of 10 top priorities and recommendations/actions (see attached). The Sub-committee are now handing these priorities over to the Town Council for confirmation/appointment of lead Councillors and for further action.

In addition, please see detailed parking proposals from Cllr. Nelson (attached).

- Proposals:**
- (i) the Council accepts the survey recommendations and implements suggested actions;
 - (ii) liaise with K&ESR over a trial of using the station car park for workers at a low charge (excluding weekends and event days);
 - (iii) Obtain from ABC data on car park usage/occupancy rates at key times throughout the year, and thereafter investigate the possibility of a 'free after 3' facility.

C. Guise

Claire Gilbert
Deputy Town Clerk

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

Recommendations from Public Engagement Sub-Committee based on Residents' Survey 2018

As at 05 November 2018

No	Item	Lead	Long term	Immediate	Actions	Outcomes
1	Parking	Justin Nelson	To provide sufficient affordable and convenient parking for residents, workers and visitors without damaging the character of the town centre of causing problems for residents	Relieve the pressure on residential roads caused by workers using them for parking	Liaise with K&ESR over a trial of using the station car park for workers at a low charge (excluding weekends and event days)	
					Get ABC to implement "Free after 3" scheme in town car parks	
					Obtain from ABC data on car park usage/occupancy rates at key times throughout the year	
2	Potholes and pavements	Sue Ferguson	Ensure well-maintained roads and pavements throughout the parish	Repair significant potholes	Encourage residents to report problems using KCC website and "FixMyStreet" app	
				Repair broken pavements	Encourage residents to report problems using KCC website and "FixMyStreet" app	
					Newsletter article to provide encouragement and information	

3 Town appearance	Alan Sugden	Improve and maintain the appearance of the town as an attractive place to live, work and visit	Develop a partnership approach with businesses	Newsletter to businesses
<p>Weed control by TTC ground workers</p> <p>Check with Horticultural Society over flower bed at West Cross</p> <p>Best-kept shop competition</p> <p>?ABC to cancel Biffa's leaf clearing contract and allocate to TTC with appropriate funding</p>				
4 High Street Regeneration	Tourism & Business Sub-committee	Identify and implement ways of regenerating the High Street	Refer to Tourism & Business Sub-committee	
5 Policing	Ken Mulholland	Ensure appropriate and sufficient police responses to crime	Identify extent of problem and available resources	<p>Appoint part time town centre manager (see Midhurst) to manage</p> <p>Encourage residents and businesses to report crime and concerns</p> <p>Newsletter article to provide encouragement and information</p> <p>Encourage formation of Neighbourhood Watch schemes</p>

6 Youth Provision	Justin Nelson/Matt Freeman	Encourage and enable a range of activities for young people to engage in and progress their interests	There is currently an active Youth Policy Sub-committee investigating and progressing options	Newsletter article setting out plans and progress
7 Affordable Housing	Justin Nelson/Mike Carter (CLT)	Ensure future developments contain as high as possible % of affordable housing available for local people (ie: people living and/or working in Tenterden or with close family connections to Tenterden)	TTC have already secured 35% affordable housing on Tent1 and ensured priority to be given to Tenterden residents TTC are observing and advising a Community Land Trust steering group that is exploring possibilities	Newsletter article from the CLT steering group on its aims, plans and proposed actions
8 Summer Events/Events in general		Each year there is at least one Summer music event that appeals to all ages	Ensure residents and organisations ensure the scope for running events and support them in their arrangements	Newsletter item to list events take currently place on the Recreation Ground and which are run by TTC. In same item, invite others interested in running an event to contact TTC to discuss Contact ABC and see if they are willing to run 'Tenterden Create'. TTC to look at what benefits hirers of the Recreation Ground bring to the community and whether they use local businesses

9 TTC Management & Website

Clearer information about what the Council does and obtaining higher footfall on the Council's website and longer dwell times	Improve the website for users Extend use of social media	Website: Update 'What the Council does' and make it more accessible on the home page. Consult MoPs (eg at Coffee with Councillors mornings) on website usability with access to laptops for actual use. Arrange training for staff on analysing website stats and using them to improve the website Social media: Post 3 times a year on social media the 'who does what' leaflet. Put a social media post out inviting feedback on the website Chart residents' main concerns and monitor number of social media posts on each per month Create Social Media "Updates Unit" to correct any posted misunderstandings and supply appropriate background information in response to comments, etc.
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10 Congestion	Better traffic flow through Tenterden at peak times	Request that KCC reviews the outdated traffic light system.	Lobby KCC Invite residents to contact KCC, too.
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Public Engagement sub-committee's recommendations: Parking

Background

One of the top priorities for residents who responded to the recent survey was parking in the town.

While this has been taken as meaning that residents want the problems caused by crowded parking in residential streets to be alleviated, the sub-committee has suggested that an aspirational (if probably unattainable) ambition should be: To provide sufficient affordable and convenient parking for residents, workers and visitors without damaging the character of the town centre or causing problems for residents.

It is suggested that an immediate objective should be to relieve the pressure on residential roads caused by workers using them for parking and the actions proposed to achieve this objective are –

- 1 **Liaise with K&ESR over a trial of using the station car park for workers at a low charge (excluding weekends and event days)** – the sub-committee knows this has been suggested in the past and met with objections, but it is felt worthwhile to try again and to investigate whether any current objections can be overcome
- 2 **Get ABC to implement "Free after 3" scheme in town car parks** – it has been pointed out that the 2013 parking survey reported that, whilst the peak car park usage was late morning, there was a secondary peak in car park occupancy at around 3pm, probably extending to 4pm and that it was decided that "Free after 3" parking would make late afternoon traffic congestion worse and there would be a large loss of revenue with no appreciable off-road parking facilities, as the car parks are already nearly full (on 2013 figures) – indeed, free parking would reduce turnover resulting in less capacity
- 3 **Obtain from ABC data on car park usage/occupancy rates at key times throughout the year** – this would assist in making a decision on item 2 above, as the occupancy rates may have changed over the past five years

Proposal

I propose that items 1 and 3 above should be implemented, while item 2 is left in abeyance until we have the data referred to in item 3

Crime and disorder reduction impact: None

Biodiversity conservation impact: None

Suggested source of funds: Not applicable

CLlr Justin Nelson – 10 October 2018

**Additional Information Regarding Parking Issues in Tenterden from
Alan Bates of the TDRA**

Alan has provided a copy of the 2013 parking survey which was carried out in 2013 (see attached). Alan also provided some further comments:

1. Whilst peak car park usage in 2013 was late morning, there was a secondary peak in car park occupancy at around 3pm probably extending to 4pm. At this time there are few vacant car park spaces at Waitrose. Making car parking free after 3pm will make the late afternoon traffic congestion worse, would lose a large amount of revenue but would provide very few additional parking opportunities as the car parks are near full. Indeed, if parking is free you can expect longer stays for each car and less turnover - effectively less capacity.
2. TENT1 Phase A will provide an extra 42 car parking spaces at the Leisure Centre and will also provide 78 car parking spaces available to the public in laybys around the development. Each house also has at least 1 car park space, but most houses have 2 car park spaces within the property (this excludes garages) so few residents would be expected to make use of these bays.
3. KESR have previously rules out use of the Station Car park because of the traffic needing to use the level crossing and being subject to railway safety regulations.

Report on Parking in Tenterden May 2013

1. Introduction

The Tenterden & District Chamber of Commerce (TDCC) initiated a meeting of interested groups to consider parking issues following the Tenterden Town Council's Mayor's public meeting on parking held on 6th March 2013. The meeting was held on 22nd April 2013 and chaired by Ashford Borough Council (ABC) Councillor Paul Clokie. Invited groups and individuals included the Tenterden & District Residents' Association (TDRA), the Ashford & Tenterden Tourism Association (ATTA), members of Tenterden Town Council (TTC) and interested individuals. The meeting touched on a number of parking issues including charges, signage, parking regulations from the ABC 2007 proposed strategy and the need for the additional car parking space included within the adopted Core Strategy development area, Tent1.

An aim of the meeting was the formulation of a "wish list" of parking related matters as a basis for future discussions with ABC. This aim was not achieved and immediately following the meeting a number of the attendees discussed possible ways forward including the need to evaluate the use of existing car parks.

Two attendees, Alan Bates of the TDRA and Chris Mason agreed between themselves to conduct a parking survey. This factual report of the survey has been prepared by them. It neither draws conclusions nor makes recommendations.

2. Methodology

In deciding how to conduct the survey, no reference was made to any standard car park survey procedures, which may have been drawn up by Government or professional bodies. The number of cars and coaches were simply recorded with no attempt made to record the identity of vehicles, which would have been required to determine length of stay.

3. Car and Coach Parks Surveyed

The survey comprised only the ABC pay and display car and coach parks located at the Leisure Centre, Recreation Ground Road opposite the Ivy Court Surgery (Doctors' Surgery), Waitrose, Station Road and Bridewell Lane. These five car and two coach parks were surveyed separately as follows:

- Leisure Centre rear – cars

- Leisure Centre rear – coaches
- Leisure Centre front
- Doctors' Surgery front (free for surgery users)
- Doctors' Surgery rear
- Waitrose top
- Waitrose bottom
- Station Road coach park
- Museum car park (Station Road)
- Bridewell Lane east
- Bridewell Lane west

Dividing the car and coach parks in this way identifies variation in usage at each location. The divisions are generally self evident, that in the Bridewell Lane park was set at the Tesco steps.

4. Car Parking Not Surveyed

Although not surveyed the car park at Tesco and the one hour on-street parking bays provide public parking. Private facilities were also beyond the scope of the survey. The Kent and East Sussex Railway car park at the station provides significant parking space, but is only for patrons of the railway. Similarly, the White Lion has a car park for patrons only. Numerous other facilities exist in the form of private roads and private car parks associated with businesses, residences and organisations such as the Scouts.

5. Car and Coach Park Capacity

There are a total of 552 car and 10 coach spaces available in the ABC Pay and Display Parks as follows.

Leisure Centre rear – cars	74
Leisure Centre rear – coaches	5
Leisure Centre front	79
Doctors' Surgery front (free for surgery users)	12
Doctors' Surgery rear	15
Waitrose top	60
Waitrose bottom	157
Station Road coach park	5
Museum car park	28
Bridewell Lane east	28
Bridewell Lane west	99

The rear Leisure Centre car park hosts a number of recycling bins reducing the capacity by four to 70 spaces.

The white lines marking the car parking bays in the top section of the Waitrose car park are badly worn and so the capacity of 60 spaces quoted may be in error, but only by one or two spaces.

The Station Road coach park is marked out in permanent white lining for two coach bays and 15 car bays, although car parking is prohibited between the Monday before Easter and 1st October. The equivalent space for coaches alone is some 5 vehicles as indicated in the table above.

The Tesco car park provides space for 251 vehicles.

The on-street one hour parking bays are located at West Cross Gardens; along the north side of the High Street; on the south side of the High Street in the centre of town; Church Road; East Cross; the north side of Ashford Road and the north side of Oaks Road.

These bays provide some 123 car spaces depending on the length of vehicles parked as only the end-on parking bays and disabled parking bays are marked out for individual vehicles.

The distribution of on-street spaces is given in the table below.

West Cross Gardens	2
North side of the High Street from West Cross Gardens to Station Road including the lay-bys	35
North side of the High Street from Station Road to Church Road (end on parking)	16
Church Road	9
Outside Town Hall (end on parking)	10
North side of High Street adjacent to traffic lights	3
East Cross	2
South side of High Street opposite Town Hall	7
South side of High Street between Bells Lane and Bridewell Lane	9
North side of Ashford Road	15
North side of Oaks Road	15

Three bays at East Cross are reserved for disabled parking together with a bay outside the Day Care Centre in Church Road, which is used to park the Centre's mini-coaches. These bays are not subject to time restriction.

A total of 926 regulated car spaces and ten coach spaces for public use are thus provided in the town by ABC and Tesco.

6. Survey Duration and Dates

Surveys were conducted over four separate days, namely:

- Wednesday 8th May 2013
- Saturday 11th May 2013
- Sunday 19th May 2013
- Friday 24th May 2013

These days of the week are thought to best cover the variation in usage throughout the week. Wednesday was chosen as being representative of the early part of the working week, Monday through Thursday. Although Wednesday is nominally early closing day in Tenterden, few shops actually close either for the full day or the afternoon. Friday is market day and arguably it and Saturday are the busiest days of the week for the town. Sunday seems to be the least busy day.

The Sunday survey was undertaken during the Kent and East Sussex Railway's Forties Weekend special event.

The reason for selecting these particular dates was simply the availability of Messrs Bates and Mason.

7. Time and Frequency of the Surveys

The first survey on Wednesday 8th May was carried almost continuously at half hour intervals from 9.00am to 4.30pm, with breaks mid-morning and late lunchtime.

The other three surveys were carried out less frequently, six times during the Friday and five times during the Saturday and Sunday, each at nominal 90 minute intervals. The Friday survey commenced at 9.00am and concluded at 4.30pm. The Saturday and Sunday surveys commenced later at 10.00am and concluded at 4.00pm.

The timings on the Wednesday and Friday took in the school drop-off and collection times.

8. Weather During the Surveys

Wednesday 8th May 2013: rain to mid morning, then dry, sunny intervals from midday.

Saturday 11th May 2013: sunny intervals, dry.

Sunday 19th May 2013: mainly sunny and warm.

Friday 24th May 2013: showery and cool, more persistent rain from midday into the afternoon.

9. Car Park Prices and Time Limits

All car parks cost £1.00 per hour up to 4 hours and £10.00 for longer periods, with the exception of the Bridewell Lane car park which costs £4.50 after 4 hours and so is effectively the long-stay car park. All tickets are valid on the day of issue only. Over 30 minutes and up to 4 hours the time permitted is pro rata the amount tendered. All tickets are pay and display.

Dispensation is given during school drop off and collection times for vehicles to be parked at the Leisure Centre free of charge for up to some 20 minutes.

A notice at the entrance to the lifts foyer in the bottom section of the Waitrose car park informs that the car park is locked after the shop's opening hours.

Season tickets are available for the Bridewell Lane car park.

The Tesco car park is free up to 2 hours, with a £70 penalty for overstaying this limit.

The White Lion private car park is subject to charge on a pay and display basis. The cost of the ticket may be redeemed against a purchase within the Hotel.

10. Survey Results

The survey data and analyses are given in the tables in the Appendix. Each set of four tables provides data and analysis for the four days surveyed.

Table 1a to Table 1d record the survey data. They also give, for each car and coach park, the average and the maximum percentage usages together with the percentage usage and the number of empty spaces at the time of maximum overall demand.

Table 2a to Table 2d give, for each survey time, the total percentage usage and the total actual usage overall and for cars and coaches separately. The average and maximum percentage usages are also given for these totals. In addition, these four tables provide the number of empty car and coach spaces at the time of maximum overall demand.

Table 3a to Table 3d give, for each survey time, the actual usage at each of the five car and two coach park locations together with the average and maximum percentage usages. In addition these four tables provide the percentage usage and the number of empty spaces at the time of maximum overall demand.

All four surveys indicated increased usage to around mid day and a fall off thereafter. The Friday survey indicated mid morning and early afternoon peaks. School drop-off and collection times created localised peaks at the Leisure Centre and the Waitrose car parks on the Wednesday and Friday.

The peak usage times each day were as follows:

Wednesday 8 th May 2013	12.00 noon
Saturday 11 th May 2013	2.30 pm
Sunday 19 th May 2013	1.00 pm
Friday 24 th May 2013	10.30 am

For cars the overall average and maxima percentage usage was as follows:

Cars	Average Usage	Maximum Overall Usage
Wednesday 8 th May 2013	48%	58%
Saturday 11 th May 2013	62%	68%
Sunday 19 th May 2013	30%	38%
Friday 24 th May 2013	56%	71%

Parking at coach parks comprised private coach parking, public service vehicles and school buses.

Private coaches using the Station Road coach park were few and far between. On the Wednesday only one coach was noted throughout the day at approximately 12.00 noon. Public service vehicles were noted on three occasions. On the Saturday a coach was recorded on only one occasion with public service vehicles noted on four occasions. On the Sunday, three coaches were recorded, two from the same company during the 10.00am survey and one during the 11.30am survey, otherwise the coach park was empty. On the Friday only one coach was recorded at approximately 2.00pm, while one public service vehicle was noted during the 9.00am survey.

The coach park to the rear of the Leisure Centre was being used predominantly by "school run" buses between drop off and collection duties with occasional use by public service vehicles.

11.Presentation of Results

Percentage usage throughout each day is given pictorially in the four figures, Chart 1a to Chart 1d.

For the peak use time each day the actual number of vehicles parked compared with the number of spaces available are given pictorially in the four figures, Charts 2a to Chart 2d.

Similarly, the combined peak use time each day at the five car park and two coach park locations - the Leisure Centre, Doctors' Surgery, Waitrose, Station Road and Bridewell Lane - are shown pictorially in the four figures, Chart 3a to Chart 3d.

Chart 1a: Wednesday 8th May 2013 - Percent Usage Aggregated Across all Car and Coach Parks

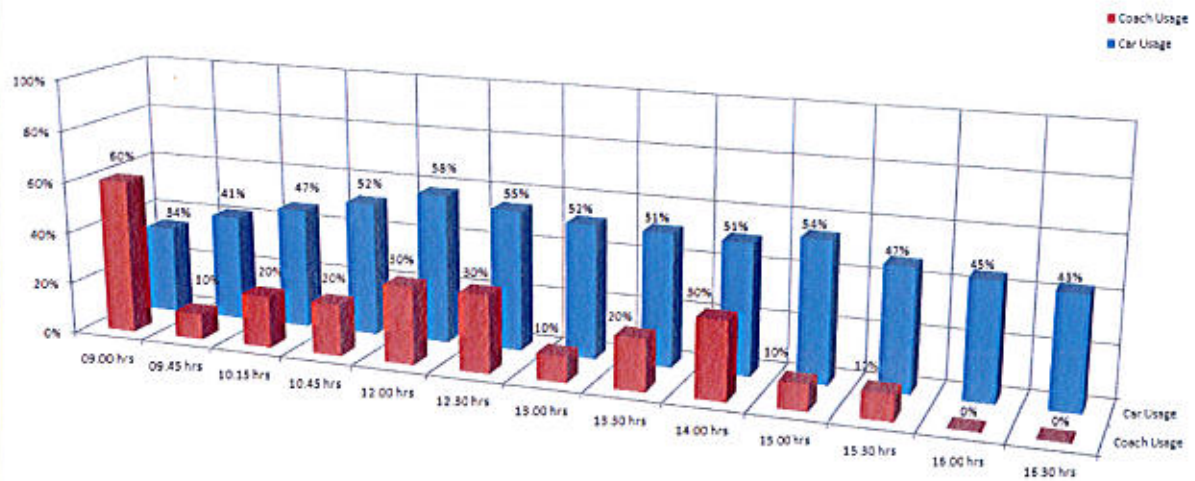


Chart 1b: Saturday 11th May - Percent Usage Aggregated Across all Car and Coach Parks

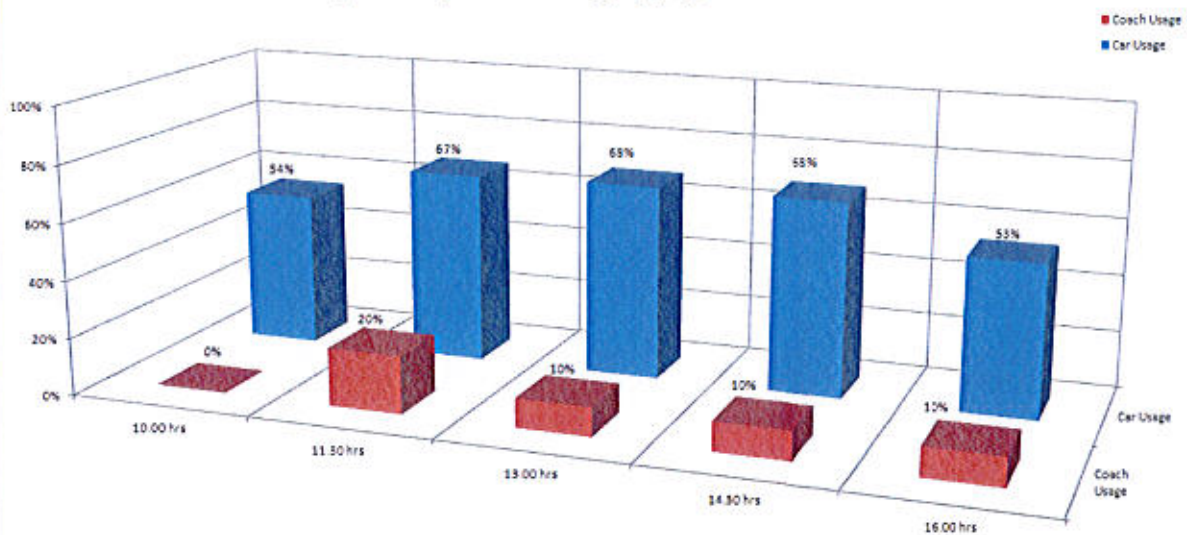


Chart 1c: Sunday 19th May 2013 - Percent Usage Aggregated Across all Car and Coach Parks

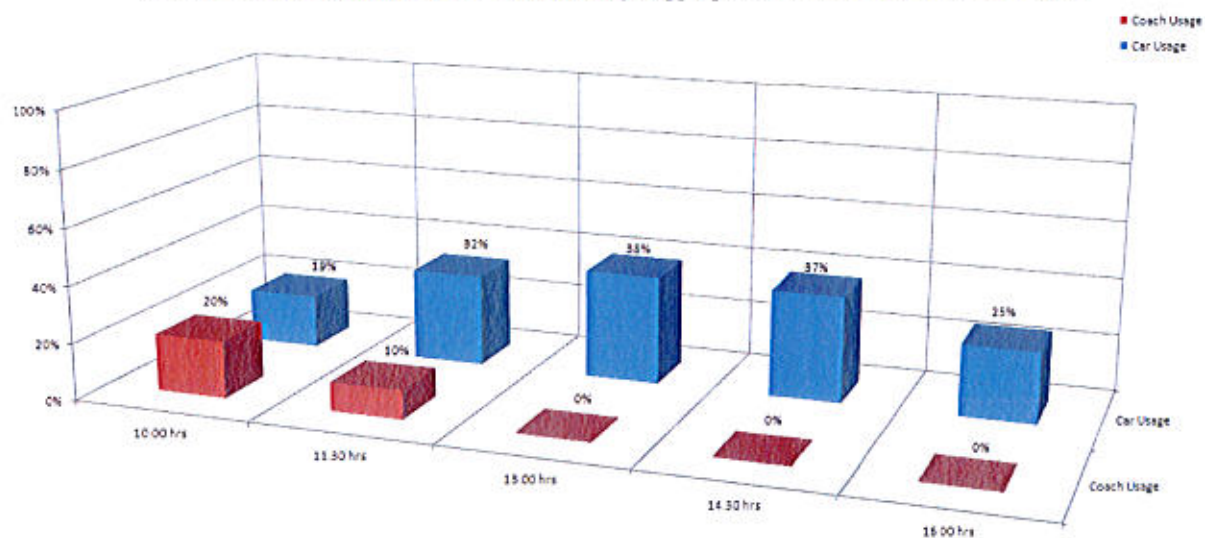


Chart 1d: Friday 24th May 2013 - Percent Usage Aggregated Across all Car and Coach Parks

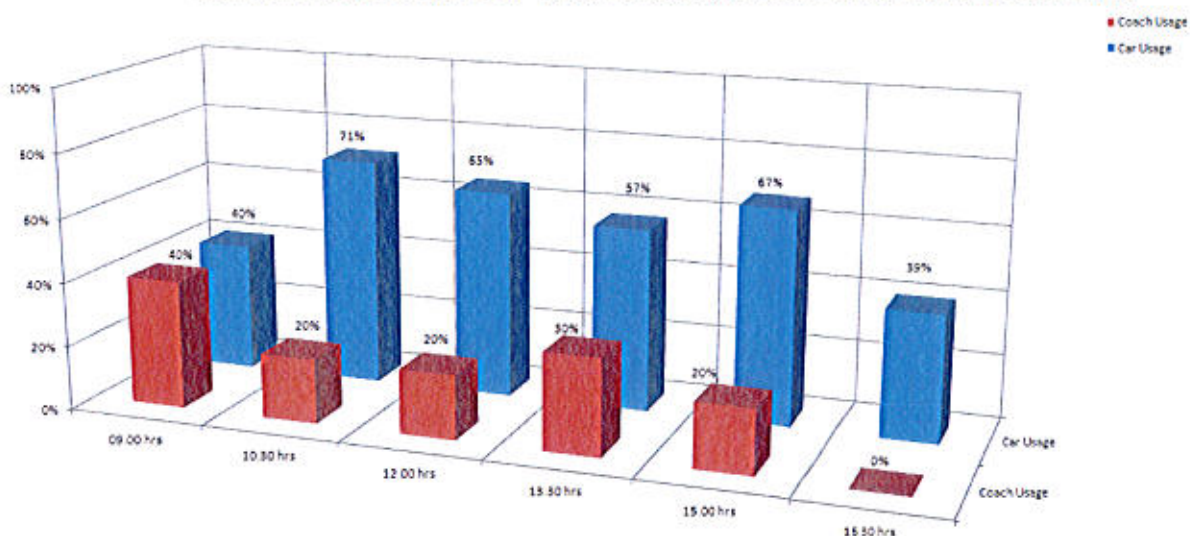


Chart 2a: Wednesday 8th May 2013 - Usage at 12.00 hrs (Max Overall Demand)

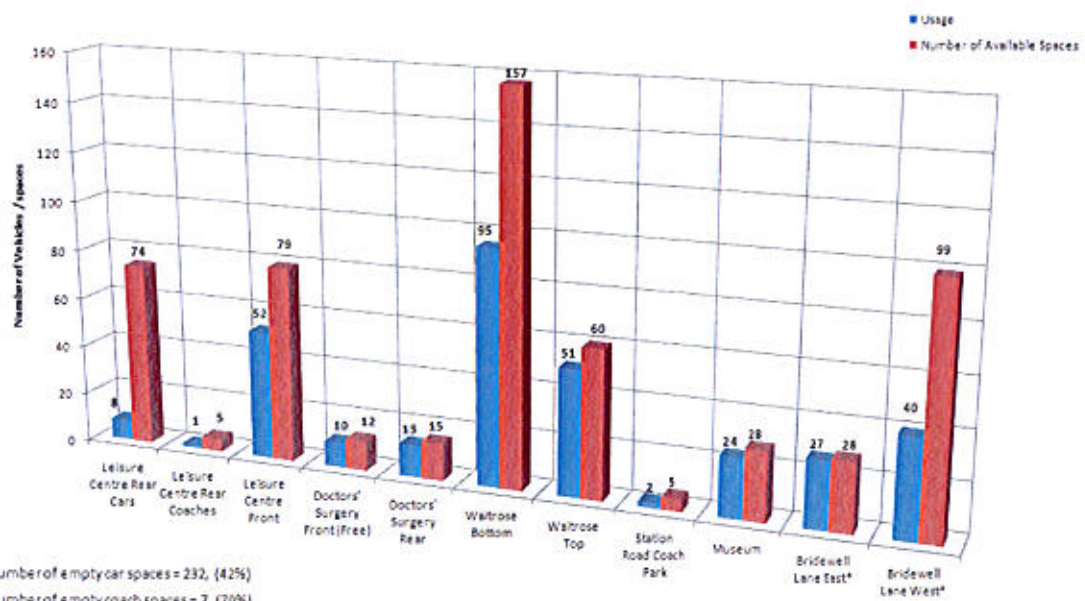


Chart 2b: Saturday 11th May - Usage at 14.30 hrs (Max Overall Demand)

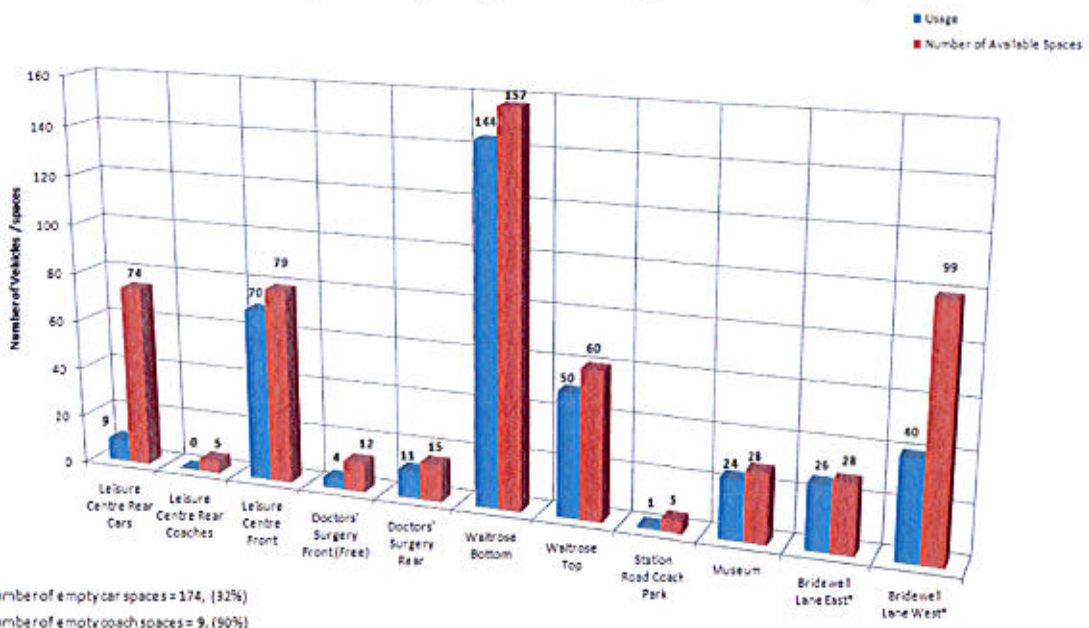


Chart 2c: Sunday 19th May 2013 - Usage at 13.00 hrs (Max Overall Demand)

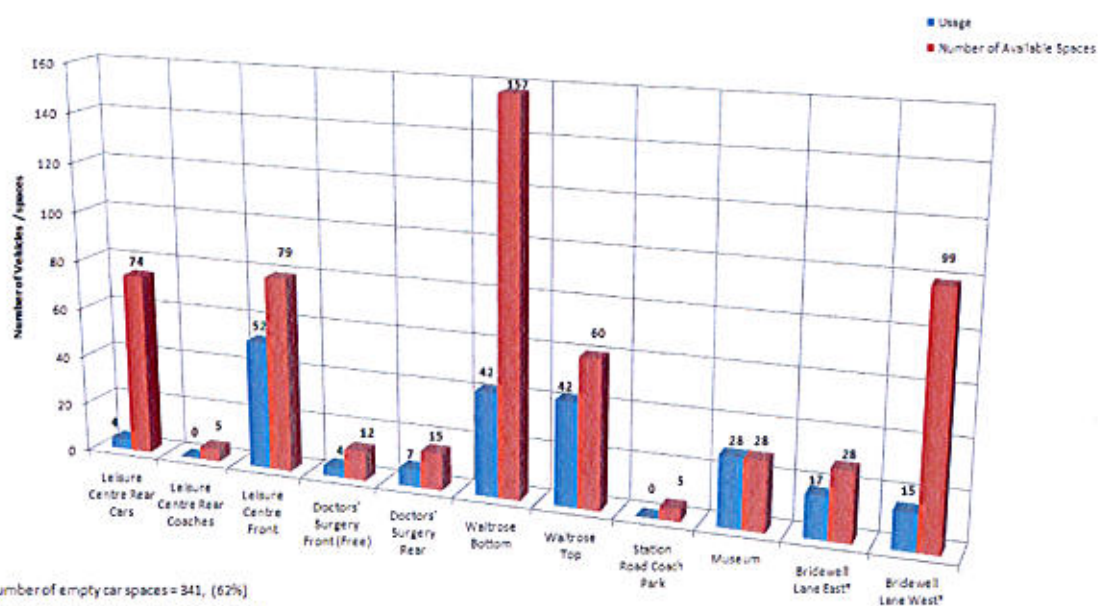


Chart 2d: Friday 24th May 2013 - Usage at 10.30 hrs (Max Overall Demand)

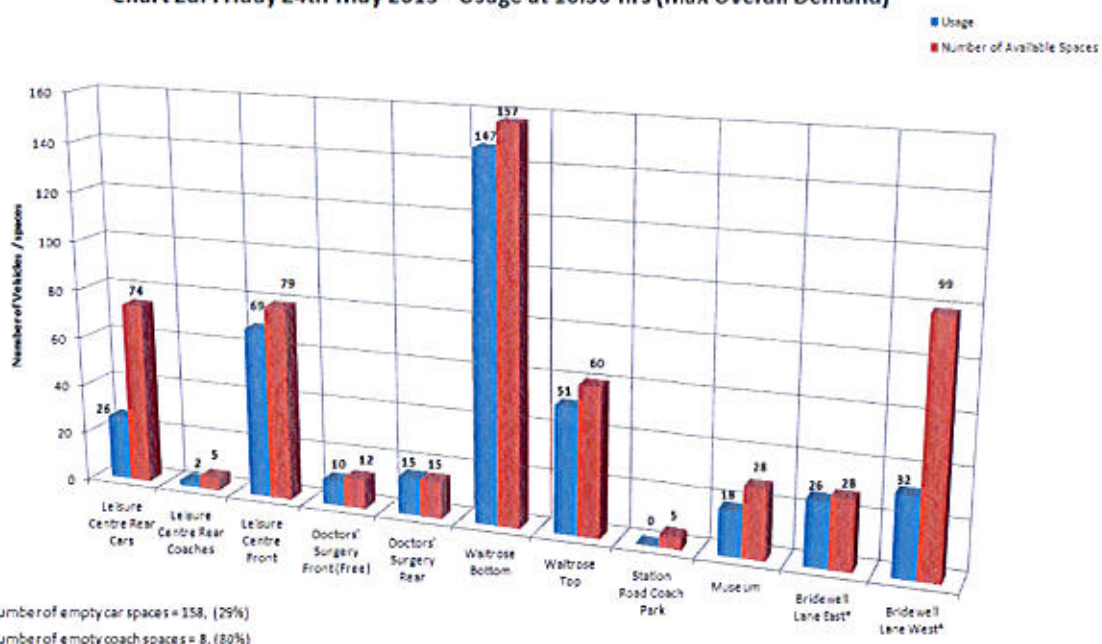


Chart 3a: Wednesday 8th May 2013 - Location Usage at 12.00 hrs (Max Overall Demand)

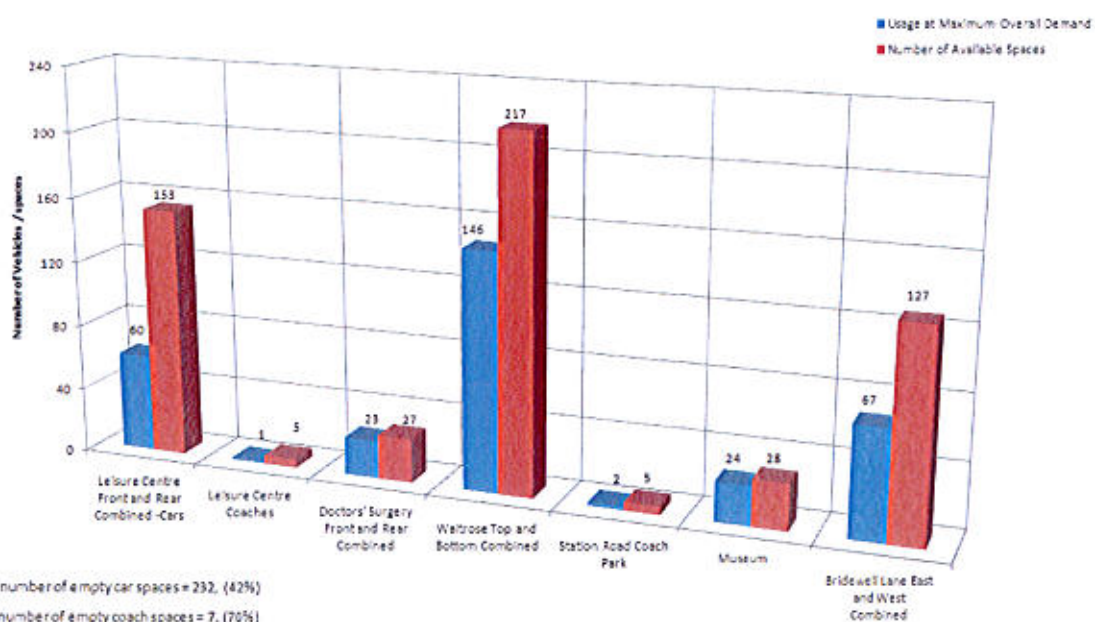


Chart 3b: Saturday 11th May - Location Usage at 14.30 hrs (Max Overall Demand)

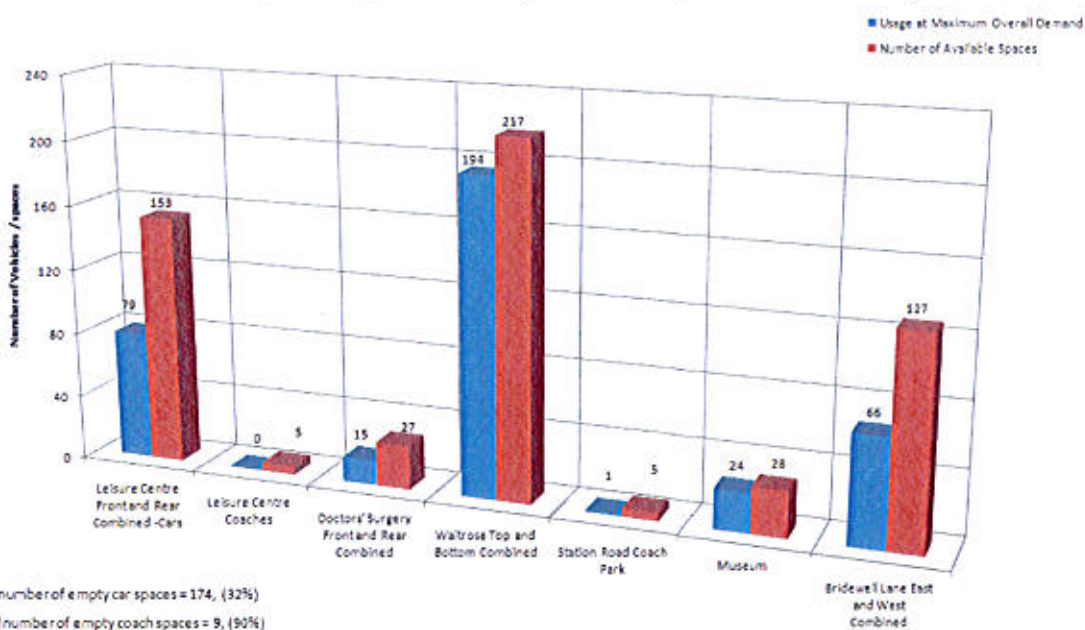


Chart 3c: Sunday 19th May 2013 - Location Usage at 13.00 hrs (Max Overall Demand)

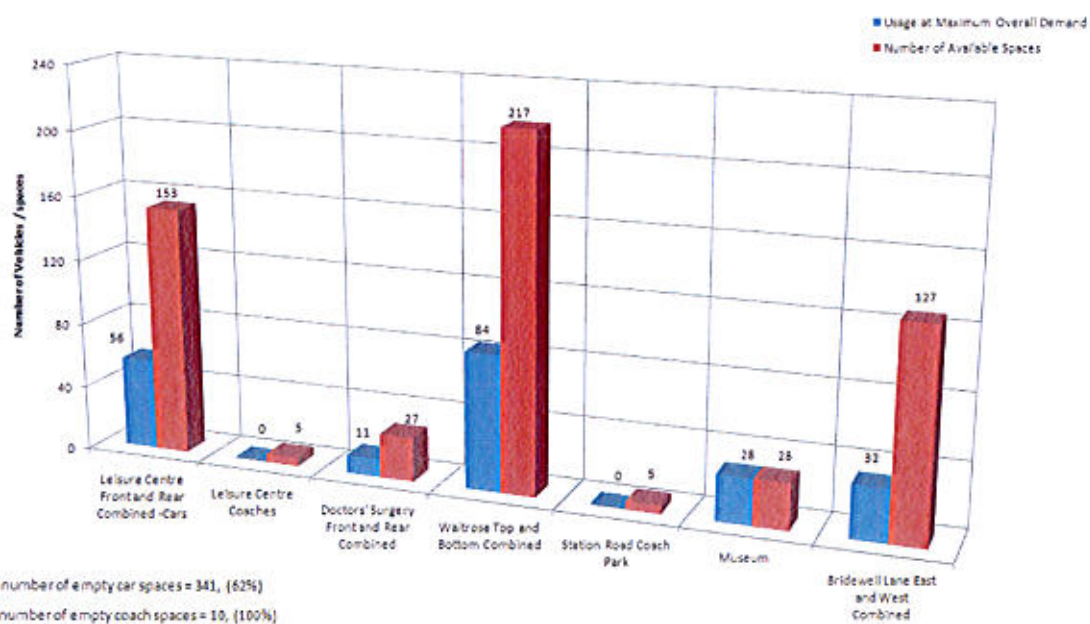
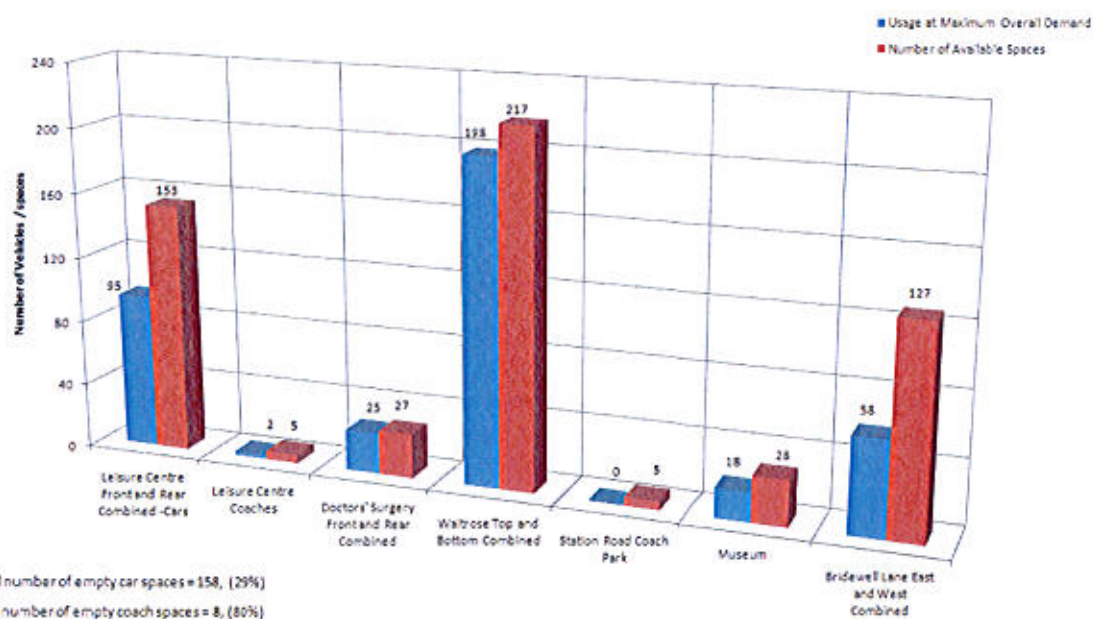


Chart 3d: Friday 24th May 2013 - Location Usage at 10.30 hrs (Max Overall Demand)



Appendix

Table 1a

Tenterden Car Parking Survey

Date: Wednesday 8th May 2013

Weather: Rain to 10.00, dry, then sunny from 11.45

Order in Which Survey Conducted	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	Notes
Car Park	Leisure Centre Rear Cars	Leisure Centre Front	Doctors' Surgery Front (Free)	Doctors' Surgery Rear	Waitrose Top	Waitrose Bottom	Station Road Coach Park	Museum	Bridewell Lane East*	Bridewell Lane West*
Total Number of Spaces	74	5	79	15	60	157	5	28	28	Leisure Centre car park used free of charge for up to 20 mins to drop off/pick up schoolchildren at 09:00 and 15:00 hrs. *Bridewell Lane east/west boundary at Tesco Steps - both areas max charge of £4.50, other parks £10.00.
Time Started/ Finished	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Recycling bins reduces Leisure Centre Rear car bays by 4 spaces to 70. Station Road Coach Park laid out as 2 coach bays and 15 car bays; equivalent to 5 coach bays.
08.55/09.25	10	5	76	12	24	12	1	5	27	Includes one service bus at the Leisure Centre Rear
09.35/10.02	4	1	75	15	39	39	0	8	28	
10.12/10.29	16	2	75	14	55	55	0	9	28	
10.37/11.01	12	2	68	7	75	75	0	14	28	
11.47/12.07	8	1	52	10	95	95	2	24	27	
12.21/12.40	8	2	50	7	88	88	1	20	27	Includes one service bus at the Station Road Coach Park
13.00/13.23	4	1	50	7	74	74	0	25	27	Includes one service bus at the Station Road Coach Park
13.33/13.51	4	2	50	4	72	72	0	24	28	
13.57/14.15	3	3	50	8	66	66	0	26	28	
14.55/15.25	11	1	66	12	80	80	0	14	26	
15.25/15.55	9	1	46	13	68	68	0	12	27	
15.55/16.25	2	0	66	13	52	52	0	6	26	
16.25/16.50	8	0	70	13	40	40	0	3	21	
Percentage Usage	10.29%	32.31%	77.31%	81.03%	71.41%	39.98%	6.15%	52.20%	95.60%	29.94%
Maximum Percentage Usage	21.62%	100.00%	96.20%	100.00%	85.00%	60.51%	40.00%	92.86%	100.00%	41.41%
Percentage Usage at Maximum Overall Demand	4.05%	60.00%	63.25%	93.33%	78.33%	42.04%	0.00%	92.86%	100.00%	37.37%
Empty Spaces at Time of Maximum Overall Demand	66	4	27	2	9	62	3	4	1	12.00 hrs (Max Overall Demand)

Table 1b

Tenterden Car Parking Survey

Date: Saturday 11th May 2013

Weather: Sunny intervals, dry

Order in Which Survey Conducted	1st		2nd	3rd	4th	6th	5th	7th	8th	10th	9th	Notes
Car Park	Leisure Centre Rear Cars	Leisure Centre Rear Coaches	Leisure Centre Front	Doctors' Surgery Front (Free)	Doctors' Surgery Rear	Waitrose Bottom	Waitrose Top	Station Road Coach Park	Museum	Bridewell Lane East*	Bridewell Lane West*	Leisure Centre car park used free of charge for up to 20 mins to drop off/pick up schoolchildren at 09:00 and 15:00 hrs. *Bridewell Lane east/west boundary at Tesco Steps - both areas max charge of £4.50, other parks £10.00.
Total Number of Spaces	74	5	79	12	15	157	60	5	28	28	99	Recycling bins reduces Leisure Centre Rear car bays by 4 spaces to 70. Station Road Coach Park laid out as 2 coach bays and 15 car bays; equivalent to 5 coach bays.
Time Started/ Finished	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Cars	
10.01 / 10.17	28	0	69	7	5	84	47	0	17	28	15	
11.36 / 11.53	29	0	74	6	12	118	57	2	22	28	25	includes one service bus at the Station Road Coach Park
13.00 / 13.15	27	0	64	6	9	125	53	1	18	28	47	includes one service bus at the Station Road Coach Park
14.34 / 14.58	9	0	70	4	11	144	50	1	24	26	40	includes one service bus at the Station Road Coach Park
16.00 / 16.15	5	0	63	5	10	99	44	1	17	20	32	includes one service bus at the Station Road Coach Park
Percentage Usage	26.49%	0.00%	86.08%	46.67%	62.67%	72.61%	83.67%	20.00%	70.00%	92.86%	32.32%	
Maximum Percentage Usage	39.19%	0.00%	93.67%	58.33%	80.00%	91.72%	95.00%	40.00%	85.71%	100.00%	47.47%	
Percentage Usage at Maximum Overall Demand	39.19%	0.00%	93.67%	50.00%	80.00%	75.16%	95.00%	40.00%	78.57%	100.00%	25.25%	14.30 hrs (Max Overall Demand)
Empty Spaces at Time of Maximum Overall Demand	65	5	9	8	4	13	10	4	4	2	59	14.30 hrs (Max Overall Demand)

see Chart 2b

see Chart 2b

Table 1c

Tenterden Car Parking Survey

Date: Sunday 19th May 2013

Weather: Mainly sunny and warm

Order in Which Survey Conducted	1st		2nd	3rd	4th	6th	5th	7th	8th	10th	9th	Notes
Car Park	Leisure Centre Rear Cars	Leisure Centre Rear Coaches	Leisure Centre Front	Doctors' Surgery Front (Free)	Doctors' Surgery Rear	Waitrose Bottom	Waitrose Top	Station Road Coach Park	Museum	Bridewell Lane East*	Bridewell Lane West*	Leisure Centre car park used free of charge for up to 20 mins to drop off/pick up schoolchildren at 09:00 and 15:00 hrs. *Bridewell Lane east/west boundary at Tesco Steps - both areas max charge of £4.50, other parks £10.00.
Total Number of Spaces	74	5	79	12	15	157	60	5	28	28	99	Recycling bins reduces Leisure Centre Rear car bays by 4 spaces to 70. Station Road Coach Park laid out as 2 coach bays and 15 car bays; equivalent to 5 coach bays.
Time Started/ Finished	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Cars	
09.59 / 10.12	1	0	51	0	0	17	22	2	3	3	7	
11.27 / 11.39	2	0	62	2	9	27	37	1	14	16	10	
12.57 / 13.07	4	0	52	4	7	42	42	0	28	17	15	
14.29 / 14.39	3	0	53	6	10	36	38	0	28	21	11	
16.00 / 16.10	0	0	48	5	8	9	22	0	21	16	8	
Percentage Usage	2.70%	0.00%	67.34%	28.33%	45.33%	16.69%	53.67%	12.00%	67.14%	52.14%	10.30%	
Maximum Percentage Usage	5.41%	0.00%	78.48%	50.00%	66.67%	26.75%	70.00%	40.00%	100.00%	75.00%	15.15%	
Percentage Usage at Maximum Overall Demand	2.70%	0.00%	78.48%	16.67%	60.00%	17.20%	61.67%	20.00%	50.00%	57.14%	10.10%	13.00 hrs (Max Overall Demand)
Empty Spaces at Time of Maximum Overall Demand	70	5	27	8	8	115	18	5	0	11	84	13.00 hrs (Max Overall Demand)

Table 1d

Tenterden Car Parking Survey

Date: Friday 24th May 2013

Weather: Showery and cool, more persistent rain around midday

Order in Which Survey Conducted	1st	2nd	3rd	4th	6th	5th	7th	8th	10th	9th	Notes
Car Park	Leisure Centre Rear Cars	Leisure Centre Rear Coaches	Doctors' Surgery Front (Free)	Doctors' Surgery Rear	Waitrose Bottom	Waitrose Top	Station Road Coach Park	Museum	Bridewell Lane East*	Bridewell Lane West*	Leisure Centre car park used free of charge for up to 20 mins to drop off/pick up schoolchildren at 09:00 and 15:00 hrs. *Bridewell Lane east/west boundary at Tesco Steps - both areas max charge of £4.50, other parks £10.00.
Total Number of Spaces	74	5	79	15	157	60	5	28	28	99	Recycling bins reduces Leisure Centre Rear car bays by 4 spaces to 70. Station Road Coach Park laid out as 2 coach bays and 15 car bays; equivalent to 5 coach bays.
Time Started/ Finished	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Cars	
08.57 / 09.12	4	3	66	5	40	45	1	3	26	22	Station Road Coach Park - one service bus, Leisure Centre Coach bays occupied by school run coaches
10.31 / 10.47	26	2	69	15	147	51	0	18	26	32	Leisure Centre Coach bays occupied by school run coaches
12.00 / 12.17	13	2	48	12	125	58	0	20	28	48	Leisure Centre Coach bays occupied by school run coaches
13.43 / 13.59	5	2	63	14	82	51	1	23	26	44	Leisure Centre Coach bays occupied by school run coaches
14.59 / 15.17	30	2	78	15	107	50	0	20	25	32	Leisure Centre Coach bays occupied by school run coaches
16.31 / 16.46	1	0	66	9	41	35	0	14	22	23	
Percentage Usage	17.79%	36.67%	82.25%	77.78%	57.54%	80.56%	6.67%	58.33%	91.07%	33.84%	
Maximum Percentage Usage	40.54%	60.00%	98.73%	100.00%	93.63%	96.67%	20.00%	82.14%	100.00%	48.48%	
Percentage Usage at Maximum Overall Demand	35.14%	40.00%	87.34%	100.00%	93.63%	85.00%	0.00%	64.29%	92.86%	32.32%	10.30 hrs (Max Overall Demand)
Empty Spaces at Time of Maximum Overall Demand	48	3	10	0	10	9	5	10	2	67	10.30 hrs (Max Overall Demand)

see Chart 2d

see Chart 2d

Table 2a

Wednesday 8th May 2013

Nominal Time of Survey	Analysis of Totals					
	Total Number of Spaces		Total Car Space		Total Coach Space	
	Total % Usage	Total Number	Total % Usage	Total Number	Total % Usage	Total Number
		562		552		10
09.00 hrs	35%	195	34%	189	60%	6
09.45 hrs	41%	229	41%	228	10%	1
10.15 hrs	46%	260	47%	258	20%	2
10.45 hrs	51%	289	52%	287	20%	2
12.00 hrs	57%	323	58%	320	30%	3
12.30 hrs	54%	304	55%	301	30%	3
13.00 hrs	51%	287	52%	286	10%	1
13.30 hrs	51%	285	51%	283	20%	2
14.00 hrs	50%	282	51%	279	30%	3
15.00 hrs	53%	300	54%	299	10%	1
15.30 hrs	46%	261	47%	260	10%	1
16.00 hrs	44%	248	45%	248	0%	0
16.30 hrs	42%	238	43%	238	0%	0
			see Chart 1a		see Chart 1a	
Average Usage	47.92%	269.31	48.44%	267.38	19.23%	1.92
Maximum Usage	57.47%	323	57.97%	320	60.00%	6
Total of Empty Spaces at Time of Maximum Overall Demand				252		7
						see Chart 2a and Chart 3a

Table 2b

Saturday 11th May 2013

Nominal Time of Survey	Analysis of Totals					
	Total Number of Spaces		Total Car Space		Total Coach Space	
	Total % Usage	Total Number	Total % Usage	Total Number	Total % Usage	Total Number
		562		552		10
10.00 hrs	53%	300	54%	300	0%	0
11.30 hrs	68%	373	67%	371	20%	2
13.00 hrs	67%	378	68%	377	10%	1
14.30 hrs	67%	379	68%	378	10%	1
16.00 hrs	53%	296	53%	295	10%	1
			see Chart 1b		see Chart 1b	
Average Usage	61.42%	345.20	62.36%	344.20	10.00%	1.00
Maximum Usage	67.44%	379	68.48%	378	20.00%	2
Total of Empty Spaces at Time of Maximum Overall Demand				174		9
						see Chart 2a and Chart 3a

Table 2c

Sunday 19th May 2013

	Analysis of Totals						Maximum Overall
	Total Number of Spaces		Total Car Space		Total Coach Space		
	Total % Usage	Total Number	Total % Usage	Total Number	Total % Usage	Total Number	
Nominal Time of Survey		562		552		10	
10.00 hrs	19%	106	19%	104	20%	2	13.00 hrs
11.30 hrs	32%	180	32%	179	10%	1	
13.00 hrs	38%	211	38%	211	0%	0	
14.30 hrs	37%	206	37%	206	0%	0	
16.00 hrs	24%	137	25%	137	0%	0	
			see Chart 1c		see Chart 1c		
Average Usage	29.89%	168.00	30.33%	167.40	6.00%	0.60	
Maximum Usage	37.54%	211	38.22%	211	20.00%	2	
Total of Empty Spaces at Time of Maximum Overall Demand				341		10	see Chart 2a and Chart 3a

Table 2d

Friday 24th May 2013

Friday 24th May 2013	Analysis of Totals							10.30 hrs
	Total Number of Spaces		Total Car Space		Total Coach Space			
	562		552		10			
	Total % Usage	Total Number	Total % Usage	Total Number	Total % Usage	Total Number		
09.00 hrs	40%	227	40%	223	40%	4		
10.30 hrs	70%	396	71%	394	20%	2		
12.00 hrs	64%	360	63%	358	20%	2		
13.30 hrs	57%	318	57%	315	30%	3		
15.00 hrs	66%	371	67%	369	20%	2		
16.30 hrs	39%	218	39%	218	0%	0		
			see Chart 1d		see Chart 1d			
Average Usage	56.05%	315.00	56.67%	312.83	21.67%	2.17		
Maximum Usage	70.46%	396	71.38%	394	40.00%	4	see Chart 2a and Chart 3a	
Total of Empty Spaces at Time of Maximum Overall Demand				158		8		

Table 3a

Wednesday 8th May 2013

Car Park	Analysis by Location							
	Leisure Centre Front and Rear Combined - Cars	Leisure Centre Coaches	Doctors' Surgery Front and Rear Combined	Waitrose Top and Bottom Combined	Station Road Coach Park	Museum	Bridewell Lane East and West Combined	
Total Number of Spaces	153	5	27	217	5	28	127	see Chart 3a
Nominal Time of Survey	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	
09.00 hrs	86	5	17	36	1	5	45	
09.45 hrs	79	1	27	67	0	8	47	
10.15 hrs	91	2	26	85	0	9	47	
10.45 hrs	80	2	19	121	0	14	53	
12.00 hrs	60	1	23	146	2	24	67	see Chart 3a
12.30 hrs	58	2	21	139	1	20	63	
13.00 hrs	54	1	18	122	0	25	67	
13.30 hrs	54	2	16	120	0	24	69	
14.00 hrs	53	3	22	113	0	26	65	
15.00 hrs	77	1	26	125	0	14	57	
15.30 hrs	55	1	25	114	0	12	54	
16.00 hrs	68	0	25	96	0	6	53	
16.30 hrs	78	0	23	89	0	3	45	
Percentage Usage	44.90%	32.31%	82.05%	48.67%	6.15%	52.20%	44.34%	
Maximum Percentage Usage	59.48%	100.00%	100.00%	67.28%	40.00%	92.86%	54.33%	
Percentage Usage at Maximum Overall Demand	34.64%	60.00%	81.48%	52.07%	0.00%	92.86%	51.18%	
Empty Spaces at Time of Maximum Overall Demand	93	4	4	71	3	4	60	

Table 3b

Saturday 11th May 2013

Car Park	Analysis by Location							
	Leisure Centre Front and Rear Combined - Cars	Leisure Centre Coaches	Doctors' Surgery Front and Rear Combined	Waitrose Top and Bottom Combined	Station Road Coach Park	Museum	Bridewell Lane East and West Combined	
Total Number of Spaces	153	5	27	217	5	28	127	see Chart 3b
Nominal Time of Survey	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	
10.00 hrs	97	0	12	131	0	17	43	
11.30 hrs	103	0	18	175	2	22	53	
13.00 hrs	91	0	15	178	1	18	75	
14.30 hrs	79	0	15	194	1	24	66	see Chart 3b
16.00 hrs	68	0	15	143	1	17	52	
Percentage Usage	57.25%	0.00%	55.56%	75.67%	20.00%	70.00%	45.51%	
Maximum Percentage Usage	67.32%	0.00%	66.67%	89.40%	40.00%	85.71%	59.06%	
Percentage Usage at Maximum Overall Demand	67.32%	0.00%	66.67%	80.65%	40.00%	78.57%	41.73%	
Empty Spaces at Time of Maximum Overall Demand	74	5	12	23	4	4	61	

Table 3c

Sunday 19th May 2013

Analysis by Location							
Car Park	Leisure Centre Front and Rear Combined - Cars	Leisure Centre Coaches	Doctors' Surgery Front and Rear Combined	Waitrose Top and Bottom Combined	Station Road Coach Park	Museum	Bridewell Lane East and West Combined
Total Number of Spaces	153	5	27	217	5	28	127
Nominal Time of Survey	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars
10.00 hrs	52	0	0	39	2	3	10
11.30 hrs	64	0	11	64	1	14	26
13.00 hrs	56	0	11	84	0	28	32
14.30 hrs	56	0	16	74	0	28	32
16.00 hrs	48	0	13	31	0	21	24
Percentage Usage	36.00%	0.00%	37.78%	26.91%	12.00%	67.14%	19.53%
Maximum Percentage Usage	41.83%	0.00%	59.26%	38.71%	40.00%	100.00%	25.20%
Percentage Usage at Maximum Overall Demand	41.83%	0.00%	40.74%	29.49%	20.00%	50.00%	20.47%
Empty Spaces at Time of Maximum Overall Demand	97	5	16	133	5	0	95

see Chart 3c

see Chart 3c

Table 3d

Friday 24th May 2013

Analysis by Location							
Car Park	Leisure Centre Front and Rear Combined - Cars	Leisure Centre Coaches	Doctors' Surgery Front and Rear Combined	Waitrose Top and Bottom Combined	Station Road Coach Park	Museum	Bridewell Lane East and West Combined
Total Number of Spaces	153	5	27	217	5	28	127
Nominal Time of Survey	Number of Cars	Number of Coaches	Number of Cars	Number of Cars	Number of Coaches	Number of Cars	Number of Cars
09.00 hrs	70	3	17	85	1	3	48
10.30 hrs	95	2	25	198	0	18	58
12.00 hrs	61	2	18	183	0	20	76
13.30 hrs	68	2	21	133	1	21	70
15.00 hrs	108	2	27	157	0	20	57
16.30 hrs	67	0	16	76	0	14	45
Percentage Usage	51.09%	36.67%	76.54%	63.90%	6.67%	58.33%	46.46%
Maximum Percentage Usage	70.59%	60.00%	100.00%	91.24%	20.00%	82.14%	59.84%
Percentage Usage at Maximum Overall Demand	62.09%	40.00%	92.59%	91.24%	0.00%	64.29%	45.67%
Empty Spaces at Time of Maximum Overall Demand	58	3	2	19	5	10	69

see Chart 3d

see Chart 3d

Letter from Mrs. Peacock.

Dear Mr Burgess,

Request for finance from the Tent 1 fund
for the proposed re-ordering of St Mildred's Church

I am writing to you as the Town Clerk for Tenterden and ask that in the Councils consideration of allocation of monies they give thought to the following:-

1. St Mildred's is a focal point in the town both for the 14,000 residents and the thousands of visitors that annually visit the town. These visitors bring vital money to the town and very often include a visit to St Mildred's.
2. This building is 900 years old and we would hope will continue to be a centre point of the community for many more hundreds of years.
3. As with any ancient buildings it will have seen many changes over time and now it needs to be updated to cater for the 21st century needs; some of which are more toilets (we only have one at the moment) replacement heating, underfloor is the considered best at the moment and access for all i.e. considering wheelchairs and pushchairs.
4. Through the centuries the church has been used in various ways, the pews that we now have were only installed in the Victorian period.
5. We would like to think that now we could be of greater service to the wider community in offering space for example concerts, workshops, playgroups and fitness classes.
6. Our proposed vision could benefit the whole community for many years to come.
7. A positive response from the Council will go a long way in enabling St Mildred's to access additional funding.

I am aware that a presentation was given at the Council meeting on the 29th October and in writing I hope to add my plea, as a long term resident of Tenterden and a member of St Mildred's congregation, that the Council will respond favourably to this request.

Yours sincerely,

30 November 2018

The Town Clerk
Tenterden Town Council
Town Hall
High Street
TENTERDEN

Dear Sir

Support for the Re-ordering of St Mildred's Church

The Council will be aware of the proposals put forward by St Mildred's church to improve the facilities offered by this ancient building which for over 800 years has stood as a centre for the community. Over the centuries there have been many occasions when significant structural alterations have taken place. Now is the time for the next phase of alterations to be implemented. During the past few years, much time and effort has gone into such plans and detailed proposals have now been costed at £2.2 million.

This is a tremendous sum for one church congregation to raise but bearing in mind the benefits that will accrue to the whole town and the £3.5 million the town has benefited from the Tent1 development, we would request the Council's sympathetic consideration be given to the churches plea for a considerable grant. We believe this request should be given equal, if not far greater priority above the over generous proposals for expenditure on the facilities centred on the recreation ground, the Town Hall and a cinema.

This building is a major asset to Tenterden and worthy of strong support from the Town.

Yours sincerely



Richard & Joyce Warren.