

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

Monday, 17th September 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 and Mr. M. Caridia President of the Lions Club. Deputy Town Clerk Mrs. C. Gilbert took notes.

1. Road Closure/Event Notification Forms. Claire Gilbert confirmed that Kent Events Ltd were booked to conduct the road closure and the traffic management plan, along with all the other documentation, had been submitted to ABC. There had been a query regarding first aid and that it should be provided. DC. Ades agreed to assist with this.

It was agreed that four advance notice of road closure signs would be required, therefore, Claire would order the additional number required.

2. Service at the War Memorial.
 - 2.1 Claire confirmed that Andy Bantock was booked for both the service at the War Memorial and the Beacon lighting in the evening. The Railway have their own PA system.
 - 2.2 DC. Ades confirmed that the new Mayor's Cadet, Cadet Acting Sergeant Ryan Hobbs was booked for Remembrance Day. He would be officially presented to the Mayor at the Town Council Meeting on Monday, 12th November 2018.
 - 2.3 It had been suggested that the parade from the War Memorial is dismissed at the Coach Park in Station Road as many attendees would not be able to make the journey to the Railway in time.
 - 2.4 The names are being checked by all relevant parties and it was agreed that only the first and last names would be read out at the War Memorial. They would be read out in WW1 and WW2 order. Roger would deputise for Neal Beaven if he was unable to attend.
 - 2.5 DC. Ades would ask the Staff Sergeant to attend when Roger, Bill and Lindsay do the run through of the parade to gauge timings. A Wednesday evening was proposed as the best day of the week.
 - 2.6 Lindsay confirmed that he was chasing the bugler at Homewood for confirmation of attendance and it was suggested that they may also wish to attend the short service at the Railway.

- 2.7 John Emmott proposes to conduct a requiem at the Railway in front of the Cavell Van with prayers. Wreaths will also be laid and there may be either the bugler or trumpeter. DC. Ades will find out if he could be the Guard of Honour.
- 2.8 Pam Smith asked that we invite the High Sheriff of Kent to the services.
- 3. Beacon.
- 3.1 Lindsay informed the group that bell ringers were due to ring at 7.05 pm on Remembrance Day.
- 3.2 Henry Edwards was happy for the tractor and trailer to be used as a stand for the lighting of the beacon.
- 3.3 Mike Caridia of the Lions Club was happy with the proposed run of events at the Beacon lighting. It was agreed that the Town Mayor and Raymond Crawford (Freeman of the Town) would assist Roger Champion with lighting the beacon. Mike Caridia would also be in attendance on the trailer.
- 3.4 Lindsay agreed to provide a 15-minute service at 6.40 pm, including a blessing, with the lighting taking place from 6.55 pm. It was agreed that the public will be invited to attend from 6.15 pm and those directly involved with the lighting of the beacon will be asked to assemble by the trailer. As previously minuted, members of the public would be invited to bring their own drinks to toast the lighting of the beacon.
- 3.5 Claire agreed to contact Andy Bantock to find out if he could bring backing music for a hymn; Lindsay to confirm which one.
- 3.6 Claire agreed to contact Matt Card at Kent Fire & Rescue to secure the Fire Brigade's attendance. Claire will also liaise with the Maintenance Team regarding fuel for the beacon and the barriers to be put in place.
- 4. Bagpipes. Claire will report back once she receives feedback from a potential bagpiper. Lindsay agreed to check with Homewood School. It was suggested that the bagpipes could be played from the top of the Church tower at 6.00 am (time to be checked).
- 5. Next meeting. To be held at 6.00 pm on Monday, 22nd October 2018 in the Town Hall.

**TENTERDEN TOWN COUNCIL
EXTERNAL COMMITTEE**

Donations Sub-Committee

Notes of a meeting held at the Town Hall at 5.00pm on 6th September 2018

<i>No</i>	<i>Item</i>	<i>Action</i>
1	Present: Cllrs Mrs Curteis, Miss Gooch, Mulholland, Mrs Smith & Sugden. Notes taken by the Town Clerk.	
2	Apologies. None	
3	Declarations of interest. Cllrs Miss Gooch and Mrs Curteis have attended green spaces group meetings and would not vote	
4	Chairman. Cllr Miss Gooch was elected chair.	
5	Minutes of Last Meeting (4th June). Were agreed.	
6	Matters arising. The agreed grant of £1500 to Tenterden Tigers was not now required as the Tigers had disbanded in their present form.	
7	<p>Donations for consideration & Decisions</p> <p>Green spaces group – allow requested grant £264 but stipulate that the report on a biological survey of native species will be shared with TTC.</p> <p>TVC – Not agreed as there was no accurate way of assessing costings. Applicant to be advised to re-apply in 6 months.</p> <p>CARM – Very active within the parish, associations with Gateway and Tenterden Social Hub. £1,000 Grant agreed with a stipulation that there is a focus on Tenterden residents.</p> <p>1066 - £1000 grant agreed towards building project.</p> <p>Carers Support again the organisation has very strong links and a targeted presence in Tenterden. Grant of £1000 agreed.</p> <p>If all the above grants are approved by council £736 funds will remain for the 18-19 financial year.</p>	
8	Any other business. None	
9	Date of next meeting. As required.	

TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

WAR MEMORIAL SUB-COMMITTEE

MINUTES OF A MEETING ON 11th September 2018

Present: Cllrs Justin Nelson, Bill Chantler (RBL & TDRA) Canon Rev Lindsay Hammond, Maj. Alan O'Hagan, Fred Walker &. Member of the public Carol Douglas. The Town Clerk Phil Burgess was in attendance.

1. **Apologies for Absence.** Neil Beaven (RBL), Cllr Pam Smith.
2. **Appointment of Chairman.** Cllr Nelson was appointed.
3. **Minutes of the Meeting held 24th July 2018.** Were agreed. Neil Beaven's name was incorrectly spelt. This will be corrected on future agendas.
4. **Matters Arising.**

Carol Douglas gave a further report on the progress of her research. She has only been unable to trace one name: Frank E Smith. The name appears on the church memorial but not the main memorial. A further search will be made in the parish magazines and if there is no further reference there it may not be possible to trace him. Details of her research on individual names were shown to the committee on a single sheet giving various details over and above name regiment service details and date of death. The committee were impressed with the presentation (copy attached). There is some disparity in the ranks quoted but this is not unusual and can be recorded in the accompanying notes. Carol asked if there was any restriction over the usage of the information from the Commonwealth War Graves Commission. *Action: PB to check* (post meeting note – CWGC and forces records site terms and conditions attached. The only possible breach here would be the highlighted term in the forces records site which only applies to full membership)

A query was raised about the inclusion of ranks on the Church War Memorial Lindsay stated that it was to be a brand new memorial, and a decision will be made by this committee at that time.

The potholes on the road alongside the memorial were addressed within a week or so of last meeting.

Any honours earned by the war dead should be noted and were felt to be more important than rank.
5. **Listing and registration of the Memorial.** There was a query as to whether the surround would itself be listed and what the procedure would be for adding pathways or further bricks. *Action: Town Clerk to check with WMT, Historic England or the conservation officer as appropriate.* All members were in favour of listing it if the listing applied to the monument only and not the surround.
6. **War Memorial Cleaning.** The clerk reported that Burslem were not able to remedy the black spot issue without the use of corrosive substances. Bill Chantler said he was able to remove the black spots using his fingernails and enquired whether the quote included brushing and whether this was used *Action: Clerk to check quotation and contact contractors* (quotation attached showing use of stiff bristle brush). The clerk would first contact Burslems to query the apparent non-brushing of the memorial (resulting in the black spots being left) and, dependent on Burslem's response, approach the Stone Shop to tackle the black spots if this is possible without the use of corrosive materials. Members would be invited to attend the

inspection of the War Memorial with the Stone Shop. A maximum budget of £1000 was set for remedial work to remove black spot.

It was agreed that the names should not be painted to make them stand out as this would create an on-going maintenance issue. The names would be re-incised at a later date.

7. **Any other Business.** Merger with the remembrance Sunday committee. Once the cleaning and listing has been resolved the centenary has passed, the two committees could be merged.
8. **Next Meeting of this committee:** Further meeting may not be necessary. The Clerk can notify progress on cleaning and listing by e-mail.

Meeting Closed at 19.00 p.m.

TENTERDEN TOWN COUNCIL

MAY FAYRE SUB-COMMITTEE

MINUTES OF THE MEETING HELD 14th September 2018 at 6pm

PRESENT:

Town Councillors: M. Hickmott, Mrs. P. Smith, Miss N. Gooch, H. Edwards

Non-Councillor: Mr. C. Marsh

Tenterden Town Council Staff: Ms. S. Ratcliffe

1. **APOLOGIES FOR ABSENCE.** Mr. J. Mills. An email was received from John Mills sending his apologies and referencing the late notice given for this meeting. An apology will be sent and future next meeting dates will be set at each meeting.
2. **MINUTES.** The minutes of the last meeting held on 18th April 2018 were agreed.
3. **CORRESPONDENCE.** An email enquiry has been received from Barn Coffee requesting information about the May Fayre.
4. **FINANCIAL POSITION.**
 - Cllr. Mrs. Smith reported that there was a good uptake of stalls which brought in £995. £1316.46 was paid out in donations to the sea cadets and costs for the PA Hire, falconry, Applause Outdoors and sundries, making the balance £321.46 in debit.
 - Forest Fairs had mentioned that he was unaware that there would be another Slush Puppie vendor, but they made very good sales in the end.
 - The Dog Show takings of £90 were given directly to Hypo Hounds.
5. **REVIEW.**
 - The Dog Show is unlikely to go ahead next year as a new host has not been found. Medi-Vets stepped in last year but do not want to do it again.
 - The Dance School stands were put next to each other even though they had requested to be apart, this will be rectified next year.
 - There had been a traffic delay which resulted in the Flying Bazazi Brothers being late, this affected the planned running order.
 - The Flying Bazazi brothers would like to come back next year and have requested a stall.
 - The dog agility team - Ditto Diamonds would like to come back next year.
 - Eagle Heights would be asked to return.
 - Prosecco and Old Dairy stalls have been suggested rather than a bar.
 - Carolyn's cake and tea tent will be asked to return – they sold out last year.
 - The Scout's will be asked to return.
 - Cllr. Miss Gooch suggested that all the food stalls could go where the dog show was.
 - Barking Mad – (an alternative to dog day care kennels) will be asked if they would like a stall.
 - A Dog's Cake bakery will be asked if they would like a stall.
 - Sunshine Healing – (spiritual healing) will be asked if they would like a stall.
 - Nature's Way – an holistic food outlet, will be asked if they would like a stall.
 - Cllr. Edwards remarked that the weather was hot which helped attendance.

- Cllr. Hickmott praised the entertainment.
- Cllr. Miss Gooch will research the possibility of purchasing a May Pole.
- Tenterden Swing will be invited.
- Cllr. Mrs. Smith will speak to Morris Men groups at the upcoming Tenterden Folk Festival to ask if they would like to perform.
- Cllr. Gooch mentioned that a gazebo got damaged and will need replacing.
- Cllr. Gooch will acquire tables and chairs again from Highbury Hall.
- Cllr. Mrs. Smith suggested that the cavalcade consisting of vintage cars and tractors will need better organising next year.
- Cllr. Edwards was appreciative of the Town Council maintenance staff for their help on the day and said that it would be appreciated if we could have them again next year.
- Cllr. Hickmott thanked Cllr. Miss Gooch for all her hard work from before the start to the end.
- Cllr. Hickmott mentioned that it was the 20th anniversary next year and Cllr. Edwards suggested to find a use to incorporate the beacon.
- A banner will be sourced with '20th event' on.
- The High Sheriff of Kent will be invited to open the Fayre with the Mayor.
- The freemen carrying the crooks on the trailer was a nice touch and Raymond Crawford wore a smock which added to the flavour.
- Cllr. Hickmott thanked everyone for a successful fayre.

6. **ANY OTHER BUSINESS:** Cllr. Edwards said that he enjoyed the commentary from Cllr. Hickmott who did a good job and thanked Carey Marsh for all the years he gave to the role.

7. **DATE OF NEXT MEETING.** Wednesday 9th January 2019 6pm

External Committee 8th October 2018
Maintenance – Hedge Cutting Work
Agenda Item 8

The Maintenance Team are due to carry out the hard cut back of hedges across both Council owned land and as part of the Caretaker Scheme from October. For the Maintenance Team of four to carry out the cutting of the more substantial areas of hedging, it will equate to at least two weeks work which will include clearing the debris.

We have been provided with a quotation from a Contractor who will complete the works within a period of 5-7 days and the hedge cutting equipment will either mulch down the debris or he will remove any excess for the areas where this is not possible.

The large areas that require cutting are:

Internal

St Michaels Recreation Ground – four hedges

Tenterden Recreation Ground (football pitch area) – two hedges

Caretaker Scheme

Little Hill/near The Spires

The Bungalows, Shrubcote – two hedges

Back of Hales Close

Rear of Leisure Centre (in the car park)

Waitrose hedge

The perimeter of Coombe Lane (four sides)

Entrance to Pittlesden

Entrance to Cranbrook Road in front of Lawn Close

All hedge cutting carried out by the Maintenance Team would be by hand.

Proposal: That the quotation of £2,250 is accepted.

C. Guise

Claire Gilbert
Deputy Town Clerk

Impact on Crime and Disorder	: None
Impact on Bio-diversity	: None
Budgetary Impact	: Caretaker Scheme 75% Internal 25%

External Committee 8th October 2018

Boresisle Lay-by

Agenda Item 9

The possibility of installing a lay-by at Boresisle in St Michaels has been discussed at several External Committee meetings (Minutes 0174 and 0189). I had been informed by Kent County Council (KCC) that they would not undertake installing a lay-by and had suggested to the resident the option of an individual crossing permit.

Cllr. Mike Hill (KCC), had been to visit the resident and reported the following:

"Sent on behalf of Michael Hill, OBE, Cabinet Member for Community and Regulatory Services and Local Member for Tenterden"

Dear Ken and Phil

I met Mr King of Boresisle, Ashford Road, St Michaels, to discuss his request for parking near his house. He is asking effectively for a layby to be created from the existing Green, similar to the provision on the other side of the road. This would incur considerable costs and before I explore the possibilities with Kent Highways it would be good to know the views of the Town Council. Would you support such a project in principle and would you be prepared to fund or part fund the work? I would be grateful if you could let me know your position on these two points.

Kind regards

Mike"

I have subsequently contacted Cllr. Hill requesting an estimated figure in order for the Council to consider the request and Cllr. Hill is awaiting this information from Highways.

Proposal: that the Town Council discuss whether in principle this was within the Town Council's remit and whether funds are available.



Phil Burgess
Town Clerk

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

External Committee 8th October 2018

Christmas Market

Agenda Item 10

At the 8th January 2018 External Committee meeting, the attached proposal was put forward to make the Christmas Market at Town Event and award an annual grant of £1,500. At that meeting, it was agreed to defer the decision until a discussion at the Town Council meeting on 29th January 2018. However, it was not further discussed.

Although the Christmas Market has been classed as a Town Event and the £1,500 has been budgeted in the 2018-19 Precept, no formal ratification has taken place.

Cllr. Mrs. Smith has suggested that, in order to bring the Christmas Market in line with the other multi-day Town Events, that the donation be increased to £2,500 for which there are enough funds in the budget.

Proposal: that the Town Council should agree the Christmas Market is classed as a Town Event and the annual grant of £2,500 approved.



Phil Burgess
Town Clerk

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

External Committee 8th January 2018

Christmas Market

Agenda Item 11

The market in 2017 was hugely successful, especially so since the organisers came to the event late in the year.

The market finances broke even in the year despite unforeseen costs. The formula is clearly successful and will be repeated in forthcoming years.

The organisers intend to set up a bank account for future years and create a Community Interest Company to administer the event. The 2017 event finances were handled through TTC accounts.

The Town Council had agreed that the event should be underwritten in the case of any loss. This "safety net" was not required and the event now should qualify as a Town Event for grant purposes so that further attractions and improvements can be added.

Proposal: That the town council should agree an annual grant of £1,500 for the Xmas Market as a town event.



Phil Burgess
Town Clerk

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

External Committee 8th October 2018

CCTV in St. Michaels

Agenda Item 11

Over the past few months St Michaels has suffered relentless vandalism at the hands of teenagers in the Recreation Ground, Grange Road area up to and including Silcocks Farm. Grange Road was blocked off at one stage with concrete bollards posing a dangerous threat to motorists. Dog walkers were also intimidated. The gang at one point ventured onto to the rooftop of the Village Hall. Very recently they trespassed into its car park whilst the hall was being used for children's dance classes, threw stones at windows and used threatening and crude behaviour.

In addition, the grocery store "Best One" in the centre of the Village was burgled and has since ceased trading.

Whilst it's impractical to cover all areas, consideration should now be given to extending the Ashford CCTV system to embrace the centre of the village where there is a cluster of shops and businesses and the Hall which is a public building; a valuable community asset and a registered charity.

Town Clerk's Note: any capital expense for additional cameras would be paid by the Town Council.

Proposal: that the Town Council considers funding a CCTV camera in central St. Michaels.

Councillor Ken Mulholland

Impact on Crime and Disorder	: Positive
Impact on Bio-diversity	: None
Budgetary Impact	: Not-budgeted

To note below an e-mail from Parking Services regarding the removal of the Friday morning "market parking" limit outside the Natwest/Paydens bays.

This will be re-instated should the market grow sufficiently to use the bay again. Planning permission is still in force for this.

Good afternoon,

Further to our earlier emails on this matter, I have asked the enforcement officers to change the signs here, to match the 'normal' one-hour limit that applies in most other bays.

We will have to order some signs if there are no others in store, but I await word from the CEOs.

Therefore, the single yellow line will remain, but be unenforceable as a restriction due to the lack of a sign.

If you later decide that this area will not be used by market traders/vehicles, we could then go back to change the traffic regulation order and remove the line. Given the circumstances, this seem unnecessary at this stage.

These changes will at least free up these bays on Friday mornings for the time being.

Regards,

Kieron Leader
Technical Officer