

**TENTERDEN TOWN COUNCIL  
EXTERNAL COMMITTEE**

**Police Forum**

Notes of a meeting held at the Town Hall at 7.00pm on 27<sup>th</sup> June 2018

No	Item	Action
1	<p><b>Present:</b> Cllrs Crawford, Mrs Curteis, Mrs Ferguson, Miss Gooch Isworth, Mulholland &amp; Sugden of TTC. Cllr Brad Bradford of ABC. Insp Jason Atkinson (CSU inspector and Community Policing Team) &amp; PCSO Kate Richards of Kent Police. Jo Vos Community Warden, Ray Pratt &amp; Sarah Cleaton (landlords of the Ancient Borough) John Gilfoyle (landlord of William Caxton). Notes taken by the Town Clerk, Phil Burgess.</p>	
2	<p><b>Apologies.</b> Cllr Mike Hill, Trevor Ford, Andrew Judd, Lindsay Hammond. (Andrew Judd and Trevor Ford had sent reports – attached)</p>	
3	<p><b>Chairman.</b> Cllr Mulholland was elected as chair and gave background regarding the rationale for forming the forum.</p>	
4	<p><b>Anti-social behaviour.</b></p> <p><u>Pub Closing times</u> John Gilfoyle of the William Caxton said there had been no issues later at night – they open until 12 on Friday and Saturday. His experience as a landlord even in “rougher” areas indicated that trouble was caused by a small minority of patrons. Insp Atkinson advised that it was incumbent on the licensee not to serve drunks whilst on their premises. The relationships between the Licensee, Police and local authority are very good which promotes a safer environment for the public. Issues late at night would be dealt with by Police rather than PCSOs. The police advised that incidents late at night may not be directly related to town pub closing hours. The pubs had an informal reporting system amongst themselves despite the lack of uptake in the “Town Net Radio” initiative</p> <p><u>Planned Operations</u> Following the scenes on the recreation ground in 2017 on the last day for Year 11 Homewood pupils, 4 PCSOs plus a regular officer attended the recreation ground. Alcohol was seized and poured away but behaviour was generally good. Liaison between the police and Homewood was very good. A successful operation. Ashford Community Safety Unit can respond to such reports and plan ahead but need the information from residents and the community.</p> <p><u>Identification of Hot Spots</u> Kate Richards advised that this issue had been addressed at the recent “Clean sweep” police and services combined event and the police are aware of the areas to patrol. Areas include the 2 recreation grounds, Coombe Lane Cemetery, the railway etc.</p> <p><u>Prevention schemes</u> Homewood are very pro-active and very good at sharing information with the police. Joe Vos is giving talks to scouts and the youth café. Education programs are underway. The community safety partnership gives every year 6 student an</p>	

	<p>information day. Cllr Bradford felt that everything that could be done at an information//educational level was being done. The Community Safety Partnership does focus on preventative work and the use of commissioned services to assist schools. From the council's perspective, more interaction with the young on the parks would be useful. Jo Vos also runs anti-scam awareness sessions. Practical measures can be taken such as the hedge cutting at St Michaels recreation ground. This was undertaken after consulting PCSO Ollie Welch and community warden Jo Vos.</p>	
5	<p><b>Drug-Related Issues.</b>  <u>In Pubs</u> Very little problem at present (see report from Trevor Ford attached who works with the police licensing officer to swab premises for drugs). The main issue in pubs tends to be cocaine use (although these traces are very low in Tenterden's pubs) but this drug is expensive and would not normally be used by the young.  <u>General</u> Cannabis does not lead to anti-social behaviour (quite the opposite!) and while this drug is illegal, the legal silver canisters are far more dangerous.  ** Can refuse collectors, gardeners etc. report sightings of these canisters via the Town Council to Ashford CSU? This will better inform PCSO Richards  <u>Dealing</u> This should again be reported on 101 or the on-line service. If it is seen more than once report it again. Patterns are important information to the police.  Members of the public should utilise Crime Stoppers if nervous about identifying themselves. This can be done anonymously.</p>	
6	<p><b>Neighbourhood Alert Initiative.</b> Insp Atkinson felt that Kent Police would have assessed this and would have adopted it had there been a value to it.</p>	
7	<p><b>Designing out Crime.</b> The police are always a statutory consultee in larger planning applications and this process is more applicable to inner city areas.</p>	
8	<p><b>Neighbourhood Watch</b> This is an area where council involvement can make a big difference. There was an increased uptake after the recent "clean sweep" operation in Tenterden but response is still poor and home burglaries (although still very low) would see an improvement with greater involvement with the scheme. Andrew Judd (NHW co-ordinator) should be invited to the next "meet your councillor" session. Once public confidence has been built the report numbers will rise.</p> <p>Andrew Judd will publicise upcoming NHW events in Costa to which the public are invited</p>	
9	<p><b>Police Resources</b> The police work to a resource allocation model and police presence relates to the number of reports of crime. For instance, the April figures record that 87 burglaries were committed in Ashford as opposed to none in Tenterden. The annual total last year in Tenterden was 21. The reported crime has seen an increase. This is linked to improved reporting methods and assessments where multiple reports can be generated from a single incident</p> <p>When a crime is reported it is assessed on the threat level and it may be that no response is made. In the case of an urgent</p>	

	response when no local patrols are available, resources will be utilised from other Policing areas or departments. This is known as borderless Policing	
10	<p><b>Crime Reporting.</b> Residents must report crime direct to the police on 101 or on-line. 999 should be used if there is a crime in action or incident is of a serious nature. The police do not scan social media.</p> <p>The messages are:</p> <ul style="list-style-type: none"> <li>• Don't moan about it – report it</li> <li>• Report repeat incidences</li> <li>• Policing relies on the assistance of the community</li> <li>• Tenterden has very low crime rates</li> <li>• Increased reporting will inevitably lead to higher <i>recorded</i> crime rates but will give the police the real picture and the information to act.</li> <li>• The police cannot do anything if crimes are not reported</li> </ul>	
11	<p><b>Unofficial BMX area</b> This area is on Kate Richards' regular patrol. She has visited several times and not found any evidence of drug dealing. The kids are generally polite and will turn music down if requested. She thought it unlikely that the reports of speeding cars were true as the area is so tight driving down there is difficult.</p>	
12	<p><b>Actions.</b> The council should stress in its publicity that Tenterden is a very safe area to live and we should improve it even more by a pro-active NHW campaign. Richard Harvey (our PR rep) should be put in touch with the NHW co-ordinator Andrew Judd who should also be invited to meet the councillor sessions. The Parish Magazine, TDRA newsletter and Council publicity should be used to drive this. Although crimes against property are still very low, this is the area where most improvement can be made.</p>	RH/AJ
13	<p><b>Date of next meeting.</b> Town Clerk to arrange towards the end of September.</p>	PB

**External Committee 9<sup>th</sup> July 2018**

**Community Chest Task group**

**Agenda Item 7C**

This group met on 20<sup>th</sup> June for guidance from councillors. The group is made up mainly of residents and the council is keen that it should be a resident-led decision.

Group members have the applications to assess and they will meet again on 4<sup>th</sup> July to discuss their markings and reach a consensus

**Proposal: Information Only**



Phil Burgess  
Town Clerk

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

## TENTERDEN TOWN COUNCIL – EXTERNAL COMMITTEE

### COMMUNITY TRANSPORT SUB-COMMITTEE

#### NOTES OF A MEETING ON 19.06.2018

**Present:** Cllrs. Mulholland. Non-council members: Liz Thorne (Tenterden Social Hub, Julie Mccollum taking notes.

**Apologies for Absence:** Cllrs. Mrs N Gooch & C Knowles, Jeremy Smith and Lorraine Burley.

**Minutes.** Already forwarded by email to all members.

#### **Matters Arising. None**

*This informal meeting went ahead, despite there being so few in attendance, due to the imminent departure of Liz Thorne.*

#### **1. UPDATE FROM TSH REGARDING KCC APPLICATION.**

Liz Thorne provided feedback on the response from the survey. The number of responses had been good and highlighted the main need for transport: to medical centre, hospital and trips to Town.

Liz leaves TSH this Friday, 22<sup>nd</sup> June 2018. Interviewed will be carried out on 19<sup>th</sup> July, to find a replacement (although it will be impossible to replace Liz!) In the meantime, Liz will continue to work one day per week until the new person is in place. This will be a different day each week. She will continue to do this for a hand-over period. The replacement role will be part-time over 3 days per week.

A grant of £68300 has now been received from KCC (with VAT exemption). This has enabled TSH to improve the specification of the bus chosen. The total cost of the bus is approx. £63500. It is due to be delivered in September. It is manufactured in Italy (make - IVECO) and will be converted once in the UK. Delivery date to be confirmed but hopefully it will be ready by October.

TSH will then have 5 buses. However, the oldest, most unreliable, will be removed from service.

Initially, the bus will be on the balance sheet as an asset of TSH. A pilot scheme will be run before considering the setting up of a separate company once things are established. A condition of the grant is that the scheme must be piloted within two years.

Further market research will need to be carried out, with parish councils on board, to find out exactly what the community need is. However, the bus routes will not be

defined as the aim is to service people who can't access regular buses. There will probably be a few routes on regular days of the week to outlying villages. (TSH will use a section 19 service rather than a section 22 which runs on prescribed routes to fixed timetables.) TSH plan to employ a 'Development Worker' and part of his/her role will be to establish what the need is.

It is envisioned that the scheme will cost £10 per year to join. Then people will pay a fixed fee per mile and per journey. This can't be costed yet because there are too many unknowns at this stage. The aim is to make enough money to cover costs: paying for fuel, the maintenance of vehicles, and drivers; not make a profit.

Liz also reported that Rolvenden's bus has been approved. This is a very different scheme aimed at clubs and societies. TSH already run a scheme similar to this, hiring out their existing buses to clubs and societies, who provide their own driver, to run outings.

TSH's next step is to employ a Development Officer, for 12 months. News about this should be available in about 8/10 weeks. A grant for £8/£10K has been applied for from Awards for All to fund this new role. This will be a 12 hours a week post. Initially the job will be to do the research to establish the exact need, set up systems and procedures and get the scheme up and running. Hopefully, the timing of this new role will co-inside with when the bus arrives.

2. **STAGECOACH BUS SERVICE.**

Change in timetables noted.

3. **NEXT STEPS.**

TSH may well consider applying for additional grants once things are running and evidence is available to support any future applications.

4. **ANY OTHER BUSINESS.**

None.

5. **NEXT MEETING.**

To be confirmed.

**External Committee 9<sup>th</sup> July 2018**  
**Friday Market – NABMA membership**  
**Agenda Item 8**

There is a National Association of British Market authorities (NABMA) which exists to assist councils in administering markets.

Members of this organisation are allowed access to free health-checks for the market and a market toolkit to improve administration and promote the market.

<https://www.nabma.com/about-nabma/join-nabma/>

The market is at an important stage at the moment, having plans for expansion.

NABMA membership for the council would be £318 p.a. and it may be that the TTC will not require membership beyond the first couple of years. Membership would certainly be useful at the moment to guide the council in its promotion of the market.

**Proposal: That the council should join this organisation and review the situation after 2 years**



Phil Burgess  
Town Clerk

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

**External Committee 9<sup>th</sup> July 2018**  
**Encouraging Wildlife – Coombe Lane etc.**  
**Agenda Item 9**

A wildlife report is attached for Coombe Lane Cemetery which contains various suggestions to improve habitats for wildlife. This report was carried out with the agreement of Canon Rev Lindsay Hammond of St Mildred's.

The measures in the report are low cost and can be carried out using our own labour. In order to keep the public informed of the council's intentions in the area, an interpretation board should be purchased (at a cost of around £400).

In addition to Coombe Lane and The Millennium Garden (see Internal agenda item 8) other areas of Tenterden would benefit from a similar treatment. This would not only encourage bio-diversity but also reduce necessary maintenance work.

**Proposal:**

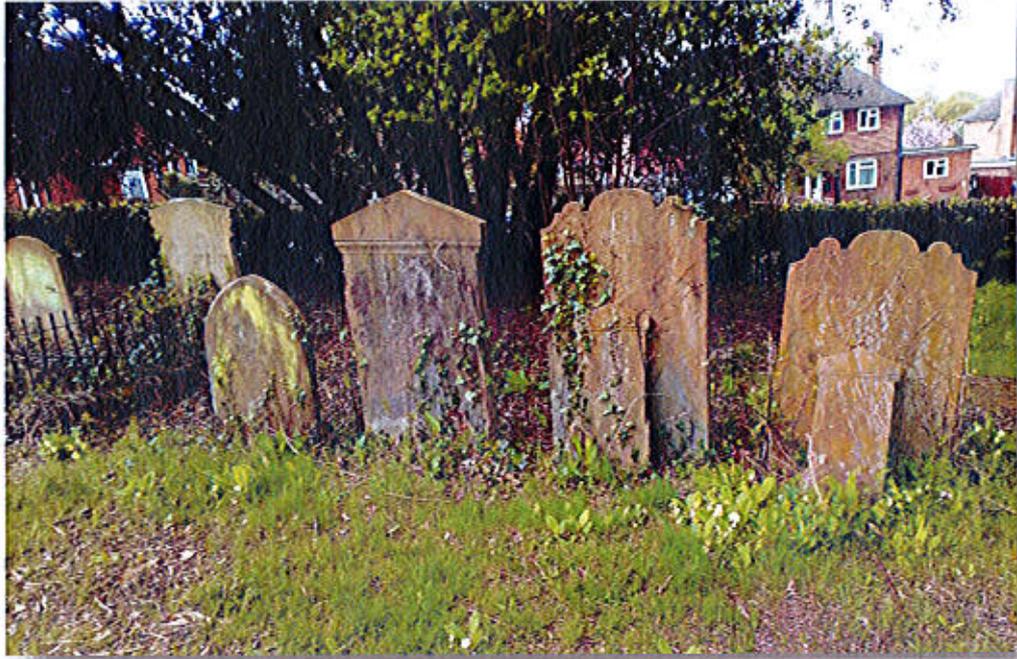
- 1. That the council should carry out the recommendations in the report for Coombe Lane Cemetery.**
- 2. That an interpretation board should be installed there.**
- 3. That a sub-committee should be formed to consider other areas suitable for wildlife promotion. (note consideration should be given to the recommendations of the Destination Management plan regarding green areas)**



Phil Burgess  
Town Clerk

Impact on Crime and Disorder : None  
Impact on Bio-diversity : Very beneficial  
Budgetary Impact : Minor

## Coombe Lane Cemetery



**Wildlife Management Advice. 21st of May 2018**

**Gemma Hayes BSc (hons) Countryside Management Consultant.**

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## Introduction to Coombe Lane Cemetery

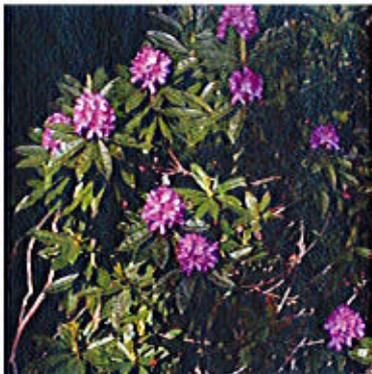
Coombe Lane Cemetery is a ¼ hectare (0.6 acre) area of greenspace owned by the Parochial Church Council and managed by Tenterden Town Council countryside team. A wildlife survey and report was commissioned by TTC in May 2017 which was conducted by Kent Wildlife Trust. Gemma Hayes BSc (hons) Countryside Consultant has been commissioned by TTC to write a management advice document which summarises management that can be done to enhance the existing wildlife present and management which fits well with the site, location and the Tenterden Town Council Countryside Team.

## Management strategies to implement to enhance existing wildlife present.

1	Removal of Non-native vegetation
2	Creation of dead wood, log piles
3	Bird and bat box installation
4	Wildflower meadow creation: Change mowing Regime
5	Wildflower meadow enhancement
5a	Plug planting
5b	Bulb planting
5c	Green hay spreading for the seeds
5d	Wildflower seeding

### 1. Removal of Non- native vegetation.

Providing a mixture of different ages, structures and heights of shrubs, trees and plants is what Coombe Lane Cemetery does really well which provides a variety of different habitats for wildlife.



However, the removal of non-native species, such as rhododendron and green rocket, and replacing them with native species such as hawthorn, hazel and dogwood would have positive effects on the wildlife of the cemetery. *Rhododendron Ponticum* is highly invasive and contains chemicals which inhibits the colonisation of wildlife. Removal can be done gradually during the winter months out of bird nesting season and it may be beneficial to rake up and remove any leaf litter deposited by the rhododendron shrubs.

A good article on the management of *Rhododendron ponticum*

can be found at:

[http://www.kentwildlifetrust.org.uk/sites/default/files/kwt\\_land\\_mgt\\_advice\\_sheet\\_9 - woodland management - control of rhododendron.pdf](http://www.kentwildlifetrust.org.uk/sites/default/files/kwt_land_mgt_advice_sheet_9_-_woodland_management_-_control_of_rhododendron.pdf)

## 2. Creation of dead wood, log piles

Dead wood provides a huge amount of habitat for fungi, mosses, lichens, reptiles, invertebrates and mammals which then has a positive knock on effect to other wildlife.

Logs of different sizes and mixtures of soft and hard wood would be ideal in undisturbed sunny and shady spots of the cemetery. Sunny positions encourage certain types of bee and basking reptiles whilst shady positions encourages damp loving mosses, lichens and beetle larvae. Logs can be secured with wooden stakes if there is a concern that they could potentially roll or get stolen and some logs, if appropriately away from graves, can be partially submerged an inch down into the soil to attract beetle larvae such as stag beetles.

Rhododendron logs should not be used as they can continue to grow if in contact with the ground and also contain chemicals which can prevent wildlife from colonising.

Insect hotels made out of different materials (such as the one pictured right) may be better off in Millennium Garden which is more public and could make a great community project.



## 3. Bird box and bat box installation

There are plenty of mature trees and shrubs in Coombe Lane Cemetery for birds and bats to nest and roost in, however bird and bat box installation can increase nesting and roosting potential and is also a great way to educate and inform visitors of the intentions of the area.



Boxes can be bought ready-made or can be self-built. There are a great number of designs readily available on-line and can be a great way to connect to the surrounding community to have a 'build a bird box' day. National Nest box week is usually around the 14<sup>th</sup> of February each year. Shop bought or ready-made boxes can vary in price depending on materials used. Woodcrete boxes (a mixture of concrete and sawdust such as the Swegler seen to the left) are slightly more expensive but can last for many years with little or no maintenance.

There are many designs of bird and bat box. For example, some bat boxes are designed for large colonies of hibernating bats or just a few individuals roosting. The 'Kent bat box' is a self-cleaning design so there is no need for a trained professional to empty out the bat droppings.

Boxes need to be hung in a high sheltered position (facing North-East to South East) away from prevailing winds and away from any overhanging branches that squirrels and other pests can use to access the nests. Metal or other hard materials placed around the entrances of nest boxes can prolong the life of the box and prevent woodpeckers and squirrels widening the entrances.

Bat boxes are best placed near linear features such as on a tree near hedgerows as many bats use linear features in the landscape to navigate. Try putting bat boxes away from any street lighting as this could discourage roosting.

Good ready made products can be found at [www.nhbs.com](http://www.nhbs.com) or [www.arkwildlife.co.uk](http://www.arkwildlife.co.uk)

Good bird and bat box plans can be found at [www.bats.org.uk/publications\\_download.php/938/Kent\\_Bat\\_Box\\_Jul2013\\_copy.pdf](http://www.bats.org.uk/publications_download.php/938/Kent_Bat_Box_Jul2013_copy.pdf) and <http://www.suffolkwildlifetrust.org/nest-boxes>

#### 4. Wildflower meadow creation: Change of mowing Regime

Coombe Lane Cemetery could dramatically increase its wildlife potential simply by leaving its grass to grow long and to grow into areas of wildflower meadow. Reducing the frequency of mowing is usually recommended to create and maintain a wildflower meadow. The only and most important cut required is in the late summer, when flowering and seeding has taken place but before the weather and ground gets too wet. Cuttings should ideally be removed to help maintain nutrient poor conditions in the soil which wildflowers thrive in. The cuttings can then be stored or composted in an appropriate, discreet area of the Cemetery which will also provide more habitat. Compost heaps are ideal habitats for mammals and reptiles such as slow worms.

A wiggly path can be regularly mown through the cemetery to keep visitors out of the long grass, but the gravestones will also help with this. Rotationally leaving some areas uncut each year will help to create different areas and ages of scrub which will be beneficial to wildlife.

#### 5. Wildflower meadow enhancement

Increasing the diversity of wildflowers within the meadow would increase the amount of wildlife it could support. This can be done in a number of different ways or a combination of all of them.

##### 5a. Plug planting

Plug plants are seeds grown in trays or cells and can be inserted into existing grassland areas of Coombe Lane Cemetery to increase its wildflower diversity. They are usually best planted during May to June when the plugs have sufficient green leaves. However this technique can be time consuming if there are many plugs to plant and existing grass can soon grow quickly to shade the plug plants out and therefore more time is needed to remove surrounding vegetation of each plug.

It is recommended to plant the plugs in groups of three at about 30cm apart to create scattered flowers over the whole area being planted.

Suitable plants to plug plant out into light areas of Coombe Lane Cemetery which has slightly acidic loamy clay soils include yarrow, foxglove, cowslip, primrose, birds foot trefoil, knapweed, lesser stitchwort, oxeye daisy, tufted vetch, selfheal, and scabious.

Suitable plug plants for shady areas of Coombe Lane Cemetery include dog violet, garlic mustard, ramsons (wild garlic), fox glove, herb Robert, yellow archangel and Bugle.

Suitable sustainable suppliers can be found on Flora Locale Website <https://www.floralocale.org/page24182>

Suitable plug plants can be purchased at [www.britishflora.co.uk/wild-flowers/](http://www.britishflora.co.uk/wild-flowers/)

## 5b. Bulb planting

Some wildflowers take 3-4 years to grow from seed therefore bulb planting is a good technique to get instant results. Ideally all bulbs should be native and when dealing with native bulbs such as the protected English bluebells (*Hyacinthoides non-scripta*), a sustainable and trusted source must be used.



There would be many benefits of planting English bluebells in Coombe lane cemetery. They are great to grow in shady areas such as under trees and along hedgerows, they are quick to spread, they provide an excellent early nectar source in April/ May and they are very popular with members of the community. Bulbs should be planted 10cm deep and 10cm apart.

Other shade loving bulbs to plant could include Wild garlic or ransoms (*Allium ursinum*), Wood anemone (*Anemone nemorosa*) and Native snowdrops (*Galanthus nivalis*)

You can find a list of suitable trusted bulb suppliers at <https://www.floralocale.org/page24182>

A variety of native bulbs can be purchased at [www.wildflowershop.co.uk](http://www.wildflowershop.co.uk)

## 5c. Green hay spreading

Green hay spreading is a successful way to restore and create wildflower meadows using hay taken from a species rich donor site to spread on a species poor recipient. The hay is harvested just before the grasses and flowers shed their seed and is still 'green'. The hay is quickly transferred to the donor site where it is spread and the seeds are allowed to drop. This can be a cheap and simple method of obtaining good quality local seed, however the movement of the hay needs to be fast, preferably within the same day and the conditions of the donor site need to be similar.

Tenterden Town Council manages Kiln Field which is a site at the end of Abbots Lane that contains a wildflower meadow. This could potentially be used as a donor site for green hay as soil conditions are similar and it would be low cost, but wildflower seed variety might not be as diverse as some seed mixes bought.

Preparation of the cemetery to become a recipient of green hay would involve creating some bare ground for the hay to be thrown on. This doesn't have to be the whole site or all at once and could be a gradual process where each year small areas are scarified to receive the cuttings. There are currently bare ground areas on Coombe Lane Cemetery which has had some areas of scrub removed over the winter and if the bramble arisings and leaf litter were raked off and the areas are not too shaded, they could become excellent sites for receiving the hay.

## 5d. Wildflower seeding

This is a very similar process to green hay spreading, just using meadow flower seeds purchased from a supplier which uses a sustainable source. It can be expensive so therefore by doing small areas each year will not only spread the cost, but will look less of an eyesore. It is recommended that 5g of seed is used per square meter of exposed soil and this can be mixed with sand to make seed scattering easier. Rolling the area sown can often be most effective as seeds need to be in contact with the soil and branches can be used to protect the areas from disturbance. It is also a good idea to rope off or restrict access onto the seeded areas for the germination period, to prevent seedlings being trampled.

A recommended species to seed is yellow rattle. This is a semi-parasitic wildflower which can suppress grasses and encourages open conditions ideal for other wildflowers to colonise. It is however shade intolerant.

A range of wildflower seeds can be purchased from Emorsgate Seeds

<https://wildseed.co.uk/species/category/wild-flowers>

Areas of Coombe Lane Cemetery have slightly acidic loamy/clay soils so if buying a seed mix, these soils should be taken into consideration. Emorsgate seeds sell a mix especially for loamy soils which should be ideal for the sunnier areas of Coombe Lane Cemetery.

<https://wildseed.co.uk/mixtures/view/6>

Below is a fun example from The Wildlife Trusts of how to create small areas of meadow which would be appropriate to Coombe Lane Cemetery.

**Grow your own mini garden meadow** Wildlife Watch

**You will need:**

- Spare patch of the garden  
an area that hasn't had fertiliser or compost added
- Packet of meadow flower seeds
- Grass seed
- Handful of sand
- Rake
- Shears
- Twigggy branches

- 1 Remove grass, weeds and the top layer of soil, then lightly rake.
- 2 Mix together 1 part wildflower seed with 4 parts grass seed and some sand.  
this will help you see where you're sowing
- 3 Sprinkle your seed mix in spring or autumn.  
5g of seed per metre<sup>2</sup> of soil
- 4 Walk over the soil and water lightly.
- 5 Arrange branches over your seeds to keep animals out.
- 6 Cut in summer to 5-10cm high and compost the cuttings.

Don't take seeds from the wild - always buy specially-grown seeds.

Cornfield annuals will flower in the first year. Perennial meadows often need two years.

[www.wildlifewatch.org.uk](http://www.wildlifewatch.org.uk)

## Ideal Timings of the above management tasks

	Native tree planting and hedge planting	Bulb planting	Plug planting	Meadow cut with removal of arisings	Green hay spreading	Meadow seeding	Bird and bat box installation And log pile creation	Removal of non-native trees and shrubs
January	✓	✓					✓	✓
February	✓						✓	
March								
April			✓					
May			✓					
June			✓					
July				✓	✓			
August				✓	✓			
September				✓		✓		
October						✓		✓
November		✓					✓	✓
December		✓					✓	✓

## Plan of Action

Below are the next steps to potentially take.

Summer 2018	<p>Let the grass grow long. Mow a wiggly path through it for visitors to keep to. Write and install interpretation for the public about the changes to the site. Observe the flowers and long grasses that grow in which areas and identify the shady areas where little or no grass grows for bulb planting. Order bulbs and purchase wildflower seeds if necessary. Purchase or build a variety of bird and bat boxes.</p> <p>Begin small scale wildlife monitoring to observe and record changes to the site such as birds, butterflies and flowers. These are good indicators for positive changes to the site and are always good to use if there are complaints about the changes, untidiness etc.</p>
End of Summer/early autumn 2018	<p>Grass cut the whole site and remove cuttings. Move cuttings to a compost area? Identify areas where bare ground creation in the full sun is possible. Rake areas suitable for bare ground creation to disturb soil and sow seeds or green hay. Fix temporary branches onto areas to secure seeds or hay and cordon off to prevent disturbance.</p>
Winter 2018/2019	<p>Install log piles, bird and bat boxes. Plant bulbs in identified shady areas if no suitable plants have colonised naturally. Order Wildflower plugs. Remove non-native vegetation gradually.</p>
Spring 2019	<p>Plant wildflower plugs in sunny areas off of the path. Continue basic wildlife monitoring.</p>
Summer 2019	<p>Let the grass grow long. Mow a wiggly path through it for visitors to keep to. Continue basic wildlife monitoring. Order more bulbs and purchase wildflower seeds if necessary. Purchase or build more Bird/bat boxes.</p>

End of Summer/early autumn 2019	Grass cut the whole site and remove cuttings. Move cuttings to a compost area? Identify areas where bare ground creation in the full sun is possible. Rake areas suitable for bare ground creation to disturb soil and sow seeds or green hay. Fix branches onto areas to secure seeds or hay.
Winter 2019/2020	Install log piles, bird and bat boxes. Plant bulbs in identified shady areas. Order Wildflower plugs if necessary. Remove non-native vegetation gradually.

## **Potential identified Limitations**

**Shade.** Coombe Lane Cemetery has a large amount of large mature trees on site which will create shading of certain areas making them not ideal for meadow flowers. However, some native wild flowers can thrive in these conditions (See plug planting and bulb planting sections above).

By leaving the grassland areas to grow long this summer allows us to see where these shady spots are.

**People.** People can congregate in certain areas causing trampling and enrichment to the soil in certain areas.

**Funding-** All of the above enhancements are affective only if there are resources available.

Grants can be accessed for certain management and community activities. Charities and non-government organisations such as the church owners of the site, will have access to more grants available.

Current grants to look into which Coombe Lane Cemetery will fit into include:

- Kent Community Foundation, The Phillips Fund <http://www.kentcf.org.uk/news/phillips-fund>
- The Heritage Lottery Fund has funded small scale meadow restoration projects within churchyards around the UK <https://www.hlf.org.uk/>
- Useful funding website and monthly newsletters <https://www.kent.gov.uk/leisure-and-community/community-grants-and-funding>

## **Other useful sources of information:**

Caring for God's Acre (A charity specifically aimed at helping churches to look after wildlife within their churchyards) <http://www.caringforgodsacre.org.uk/>

'Wildlife in Church and Churchyard' by Nigel Cooper ISBN 0-7151- 7587-4 £9.95.

Historic England's publication on Caring for Historic Graveyard and Cemetery Monuments <https://www.historicengland.org.uk/images-books/publications/caring-historic-graveyard-cemetery-monuments/>

Arial photograph of potential management strategies



Sunny areas where long grass could be left to grow into meadow areas and plug planting/ meadow seed/ green hay methods could be used to increase species diversity.

Shady areas where meadow development may not be so appropriate unless some scrub or tree removal is done. Bulb planted species would do well here.

Discreet areas for composting or log piles to avoid disturbance.

Non-native areas of vegetation which could be gradually removed each year and replaced with native species.

(Google Earth)

**External Committee 9<sup>th</sup> July 2018**

**Boots Flowerbeds**

**Agenda Item 10**

In September our volunteer gardeners will no longer maintain the two flowerbeds outside Boots. Our "Guerrilla Gardeners" have given many years' service at no cost to the residents, and provided very attractive displays which are greatly appreciated by residents and visitors alike.

In addition to considering how we approach the future maintenance of the beds, the council should consider a gift to reward the efforts of the gardeners over the years.

The recent destination management plan suggests that areas such as these beds should attract sponsorship from local companies looking to raise their profile and contribute to the visual appeal of the town. This should cost the council very little, but would maintain a consistent attractive result.

**Proposal:**

- 1. That a budget should be agreed for a gift to the volunteers.**
- 2. That applications should be invited from local horticultural businesses to sponsor and maintain the Boots flowerbeds**



Phil Burgess  
Town Clerk

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

## TENTERDEN TOWN COUNCIL

### External Committee - background for agenda item 11 on 09 July 2018

#### YOUTH PROVISION AND Highbury Hall

##### *Background*

The town council's Youth Policy, adopted in December 2015, envisaged the town council working with the Tenterden Youth Projects Group (TYPG) to provide facilities for local youths, but TYPG – always an informal group of individuals interested in improving youth provision – has not met for at least a year now, has no funding or constitution, and does not now seem likely to be able to move things forward.

It was therefore agreed (in February 2018) that £10,000 would be budgeted to retain the services of a trained youth worker – contracted on a freelance basis, not as a permanent employee – to advise on the implementation of the council's Youth Policy and that the Town Clerk would liaise with Youth Services at both KCC and ABC with a view to putting forward specific, costed proposals for the town council to consider.

As further background, it should be noted that –

1. The Tenterden Youth Club at Highbury Hall has now ceased activity after some 60 years
2. The trustees of the youth club own the freehold of Highbury Hall, subject to a condition that “in the event that the [hall] ceases to be used for a youth club or other community purposes, it will, at the cost to (sic) the youth club, [be transferred] to Ashford Borough Council or to the body which shall have succeeded it”. The youth club, though run for some 60 years, has now ceased.
3. The likelihood seems to be that the existing youth provision at the hall, in the form of “Next Generation” and the Youth Café, will move to the Recreation Ground pavilion – subject to the proposals of the Recreation Ground Reordering focus group
4. The physical condition of the hall is deteriorating, and renovation is needed to extend its life. It should be borne in mind that the building was constructed in 1966 with an estimated life of 25 years. Renovation has extended that life, but significant further renovation (at least) would be needed to extend its life much further.
5. The hall's main tenant, the play group, is now no longer in existence, possibly freeing it up for use by the current tenants of the pavilion, who would have to move on if the pavilion became a youth hub.

##### *Proposal*

1. That the town council forms a sub-committee, comprising a small group of councillors and a member of staff, to discuss with the Youth Club trustees, ABC and other interested parties the potential uses to which Highbury Hall can be put, whether funds should be spent on its renovation/replacement (if not, what should be done with it) and, if so, how those funds can be sourced

**Crime and disorder reduction impact:** Useful youth provision should reduce the scope for anti-social behaviour

**Biodiversity conservation impact:** No direct impact envisaged

**Impact on budget (and source(s) of funding, if needed):** None at this stage

CLlr Justin Nelson - 02 July 2018

## TENTERDEN TOWN COUNCIL

Internal Committee - background for agenda item 13 on 09 July 2018

External Committee - background for agenda item 12 on 09 July 2018

## Monitoring of regeneration projects

### Background

I suggest there should be a simple and reasonably consistent way of monitoring progress of all the regeneration projects and communicating that progress to councillors and the public.

I attach an illustration of what I have in mind, using the Virtual Hub project as a part-completed example (though I emphasise that the dates are not real, just illustrative dates plucked out of the air) and the Town Hall refurbishment as an “empty” template.

Whatever form of monitoring is to be used, it should apply to all of the projects:

- Virtual hub
- Recreation Ground re-ordering
- Town Hall refurbishment
- Possible cinema for Tenterden
- Community Chest grants

### Proposals

1. I propose that a monitoring form or process be agreed – and in the absence of any better suggestion, that the spreadsheet “milestones” sheet with RAG rating as per the illustration and template be adopted
2. That such form or process be adopted, with as few modifications as possible, for each of the regeneration projects
3. That each project focus group be asked to complete and maintain a monitoring form, sharing it with the Town Hall office
4. That the Town Hall office arranges for successive updates of the monitoring form or equivalent to be publicised on the town council’s website and in the regeneration projects notice board outside The Pebbles, and circulated with the relevant standing committee’s agenda papers

**Crime and disorder reduction impact:** None envisaged

**Biodiversity conservation impact:** None envisaged

**Suggested source of funds:** No funds needed

Cllr Justin Nelson – 02 July 2018