

Internal Committee 26th June 2017
Confederation of Cinque Ports - Umbrellas
Agenda Item 8

Details of the umbrellas available have been received from Ian Russell, Seneschal to the confederation. These are intended for use at confederation or other civic events.

The umbrellas are £28.00 each and there is no minimum order provided 25 are ordered throughout the confederation.

I would suggest a minimum of 3 (Mayor & Mayoress plus 1 to be retained at Town Hall for ad-hoc use).

Proposal: That the council should decide how many umbrellas to purchase.



Phil Burgess
Town Clerk

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

CONFEDERATION OF THE CINQUE PORTS

“CIVIC UMBRELLAS”

As agreed by the Standing Joint Committee on 22 May 2017, the proposal is to purchase a supply of good quality umbrellas, emblazoned with the Ports' coat of arms, for re-sale to member towns to use at Confederation and local civic events. As they feature the coat of arms, they are not for sale to the general public.



The proposed umbrellas are of a type widely used on the professional golf circuit. They have two overlapping canopies, incorporating a vent, to allow gusts of wind to pass through the umbrella. They feature a fibreglass frame with “storm-proof” ribs and a rubber, golf-grip handle.

The double canopy is black in colour and the Ports' arms are dye-sublimation printed, in three colours, on the lower sections of 4 panels.

There are two straps (with velcro fastenings) which pass around the furred umbrella, which can then be inserted in the matching fabric sleeve.

specification:

length (closed) - 99cm

diameter (open) - 128cm

panel width (base) - 50cm

weight - 739g

panels - 16

rib length - 75cm

panel material - polyester

stem material - fibreglass

stem diameter - 14mm

tie wrap location - seam

MOG - 1

units per carton - 20

print sizes:

screen print
a = 300mm
b = 180mm
c = 250mm

dye sublimation
a = 300mm
b = 180mm
c = 250mm
print on white panels only

tie wrap
80mm x 10mm
decals size
19mm x 19mm
sleeve print
300mm x 50mm

£ 28.00 each

(subject to minimum,
total order quantity of 25
being achieved)

ORDER FORM

Please supply civic umbrellas, as illustrated, at a cost of £28.00 each.

A cheque for £ (payable to the “Confederation of the Cinque Ports”) is enclosed / will be made direct to the Confederation's bank account (Sort Code: 08-92-99 A/c No: 65519866).

Signed:

for

Borough/Town Council – Corporation – Charter Trustees

Name (CAPITAL LETTERS)

Internal Committee 26th June 2017

Quotations for Wildlife Surveys

Agenda Item 9

Quotations have been received from Kent Wildlife Trust to conduct wildlife surveys for 4 green sites around the town.

A planning application has only been submitted for part of the Westwell land and part of the Hales Place but the strategic planning sub-committee felt it prudent to conduct surveys on other green spaces around the town.

Quotations are as follows:

Hales Place	£840
Land to rear of Westwell Court	£880
Large area of land between Appledore Rd and Woodchurch Rd	£1,125
Glebe Field	<u>£665</u>
Total	£3510

Proposal: That the surveys should be commissioned subject to agreement by the landowners/tenants



Phil Burgess
Town Clerk

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

Internal Committee 26th June 2017

Recreation Ground Play Area

Agenda Item 10

Contractors have been working on the recreation ground to repair the "wetpour" rubberised flooring under the rides.

During this operation, the surface under the swings area was found to be very poor and in need of replacement rather than repair. The surface has been repaired temporarily.

The contractor has quoted £3964 for the replacement surface. Quotation attached.

The existing repaired surface may last for a reasonable time but if it becomes a safety issue it will need to be replaced.

Proposal: That the council should decide whether to replace the surface or defer until the layout of the recreation ground is determined.



Phil Burgess
Town Clerk

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



Mr. Phil Burgess
Town Clerk
Tenterden Town Council
Town Hall
24 High Street
Tenterden
Kent
TN30 6AN

15th June 2017

Ref 001406

Dear Phil

Re: Recreation Ground Play Area

Thank you for the opportunity to quote on your play area remedial works, please find associated costs as follows:

Flat seat swings – Double bay:

- Remove and dispose of existing wetpour surfacing to a licensed tip
- Redress the existing MOT stone base and top up where required
- Supply and install at a depth of 50mm new black base and wearing course EPDM wetpour to full area of works (48mtrs²)
- Supply and install 4no colour EPDM 1mtr dia wear pads under each swing seat
- Supply of heras security fencing throughout works

Subtotal for above works	£3,964.00
VAT	£792.80
Total cost of works	£4,756.80

General Notes:

- All supply prices shown are fully inclusive of delivery of materials and labour
- All safety surfacing installed to BSEN:1177
- All play equipment is supplied and installed to BS:EN1176
- Quotation is valid for 30 days from date of issue

Payment is based on 30 days from date of invoice and subject to vat at 20%
Full T&Cs available upon request

We trust that the foregoing meets with your acceptance. If we can be of any further assistance please do not hesitate to contact the undersigned.

Yours faithfully

Vita Play Limited

A handwritten signature in black ink, appearing to read 'S White', with a long horizontal stroke extending to the right.

Simon White
Director

Internal Committee 26th June 2017
Potential Gifting of Land to rear of Westwell Court
Agenda Item 11

Should the Westwell care home development proceed, the Town Council will need to assistance with the legalities of the land transfer (orange area on the plot diagram attached).

Leo Hickish of Batcheller Monkhouse has suggested that this should be done via a conditional contract rather than by inclusion in the Section 106 agreement.

In this connection, he has prepared the attached fee illustration at £220 per hour.

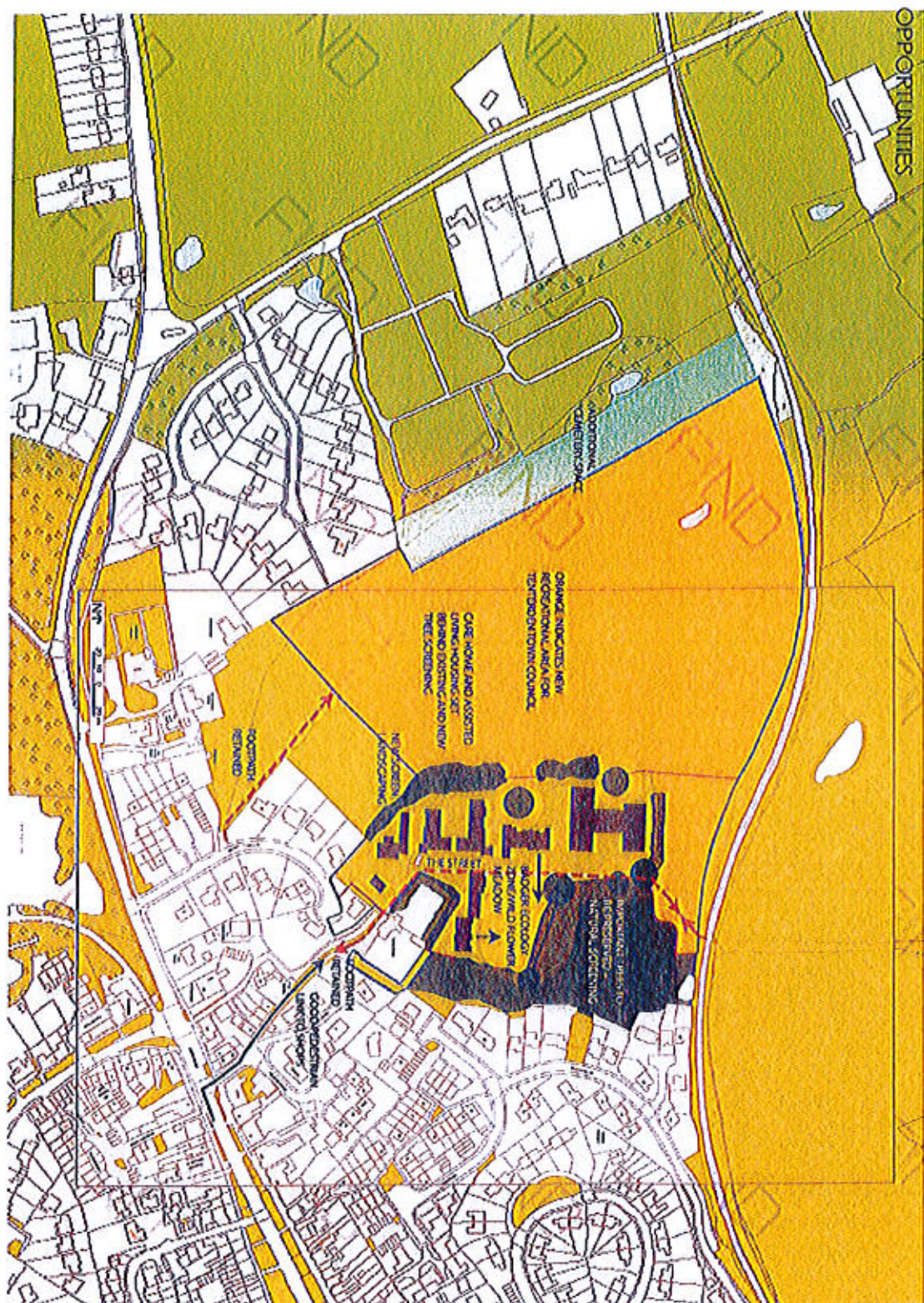
Consideration should be given to the opposition to the development and whether it would be preferable to defer pending a more definite outcome.

Proposal: That the fee proposal should be agreed or deferred pending planning clarification.



Phil Burgess
Town Clerk

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





2 June 2017
Our Ref R230-01/LRH/CW

P Burgess Esq
Town Clerk
Tenterden Town Council
Town Hall
24 High Street
Tenterden
Kent TN30 6AN

Estate Agency
Estate Management
Rural Business Advice
Planning
Valuations
Lettings
Telecommunications

Tel: 01892 509281
Mobile: 07766 428965
Email: l.hickish@batchellermonkhouse.com

Dear Phil

Tenterden Town Council – Land at Westwell Court

Following my attendance at the council meeting on 31 May, I write to confirm your provisional instructions for me to act on behalf of the Town Council in negotiations with the owners of the Land at Westwell Court in connection with the proposed transfer of this land to the Town Council.

It is understood that this transfer is being proposed for inclusion within the Section 106 Agreement connected with the application for planning consent for a C2 residential development adjacent thereto. It is currently proposed that this transfer should be incorporated within a Section 106 Agreement. Whilst this is something that Ashford Borough Council may require, my recommendation is that the Town Council should ask for the detailed provisions to be set out within a Conditional Contract, the condition for completion being the grant of the said planning consent. The advantage of this is that it will ensure that we can negotiate provisions both protecting the current owners and ensuring that the Town Council acquires an asset that it can use without interference, but of course subject to the main restrictive covenant, being that the land should be used for the benefit of the town.

I do not see why you should not ask that the land owners pay your reasonable legal and surveyor's fees in effecting this transfer. In the first instance however I would confirm that I would limit my involvement to an initial cap of 5 hours. My hourly charge out rate is £220 plus expenses and VAT. If you are in agreement with this, please sign and return the attached terms of business and authority to commence in order to allow me to proceed.

I have a copy of a plan and Page 3 setting out some of the draft heads of terms. If there are more papers and correspondence relating to this matter I should be most grateful if you would provide copies of these.

Chartered Surveyors

1 London Road, Tunbridge Wells, Kent, TN1 1DH Tel: 01892 509280 Fax: 01892 509289 Email: twells@batchellermonkhouse.com
Offices also at Battle, Haywards Heath and Pulborough

PARTNERS: D N BLAKE MRS FSAI T M BOOLEY SCOTT MRS FSAI M T BRAXTON BSC M HAFFENDEN S J HENKEL BA HON L R HICKISH FRCGS MR MC R M PARKES MRS FSAI C P THACKER (Managing Partner)
P A C TROWER MRS FSAI A P WILKS MRS FSAI A J C CAMERON MRS FSAI O H B ROBINSON MRS C J TIPPING MRS FSAI
CONSULTANTS: R G BATCHELLER FSAI G BAXTER FSAI A D BROOKS FSAI R R WATERS FSAI



www.batchellermonkhouse.com



I should also be grateful if you would confirm contact details of the persons with whom I should establish contact. As soon as I have established contact I will prepare draft provisions and arrange to meet with them at the earliest opportunity. I will report back to you as soon as I am able.

Yours sincerely

A handwritten signature in dark ink, appearing to be 'L R Hickish', with a stylized, flowing script.

L R Hickish FRICS MBIAC

enc terms of business
 authority to commence
 right to cancel

Internal Committee 26th June 2017
Problems on the Recreation Ground
Agenda Item 12

The mess on the recreation ground on Saturday morning (17th Jun) exceeded all previous years. Cllr Ferguson had to help our groundsman on Saturday as we had the Armed Forces Day taking place that day and the volume of litter (including many broken bottles and even used sanitary products) was immense. This issue was caused mainly by teenagers from Homewood and we did notify Homewood mid-afternoon of the problem but no school assistance was promised.

The risk to other recreation ground users is clear.

I have written to the headmistress at Homewood, Sally Lees, and requested school representation at this committee. The council should work with Homewood to limit the damage caused.

In addition to a major littering problem, there is often a problem with anti-social behaviour generally. We have, in the past, referred these issues to our Support Warden Jo Vos and the PCSO Ollie Welch but their response is dependent on whether it fits in with their shift patterns.

This agenda item is intended as a discussion document for future situations. Should the council consider outside security, or are there other ways the damage and nuisance can be limited?

Proposal: That the council consider a course of action in conjunction with Homewood School



Phil Burgess
Town Clerk

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