

# TENTERDEN TOWN COUNCIL



## **MINUTES OF THE EXTERNAL COMMITTEE** **MEETING HELD AT TENTERDEN TOWN HALL ON 12<sup>TH</sup> NOVEMBER 2018**

**Councillors Present:** Cllrs. M. Carter, Mrs. J. Curteis, Mrs. S. Ferguson, C. Knowles, K. Mulholland (Chair), A. Sugden and Substitutes: Cllrs. M. Hickmott and Dr. L. Lovelidge.

**Officers Present:** Town Clerk Mr. P. Burgess, Deputy Town Clerk Mrs. C. Gilbert and Administrative Assistant Ms. S. Ratcliffe.

**Others Present:** Cllrs. M. Freeman, H. Edwards, R. Isworth, J. Nelson, Mrs. P. Smith and Mrs. C. Walder (not members of this committee). Cllr. P. Clokie and 25 members of the public.

0241 **APOLOGIES FOR ABSENCE:** Cllrs. J. Crawford and Miss N. Gooch (Members).

0242 **DECLARATIONS OF INTEREST.** None.

0243 **MINUTES.** The minutes and reports of the meetings held on 8<sup>th</sup> October 2018 and 29<sup>th</sup> October 2018 (Special) were confirmed and signed as correct records.

0244 **MATTERS ARISING.** None.

0245 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** None.

0246 **COUNCILLORS' QUESTIONS.**

- (a) Cllr. Mrs. Ferguson enquired whether there was any update on the installation of the new CCTV in Tenterden. The Council were told it would take place in December or early next year. The Town Clerk responded that this was the same information that the Town Council had from the CCTV representative at ABC, but they had hoped it would be this year. Expenditure has been agreed at Ashford.

0247 **SUB-COMMITTEE & WORKING GROUP REPORTS.**

- (a) Remembrance Sunday Task Group. A report of the meeting held on 22<sup>nd</sup> October 2018 was **NOTED**. Cllr. Mrs. Smith reported that the day's events all went as planned and was a huge success. Cllr. Mrs. Smith thanked all those involved in every element of the day, including Cllr. Edwards, and particularly the Maintenance Team who went beyond their duties. It was noted that the PA at both events was outstanding, particularly on the Recreation Ground as all those attending could hear.
- (b) Cinema Focus Group. Mr. T. Evans, Chair of the Cinema Focus Group, provided a comprehensive presentation to the Committee. The proposal is for a further feasibility study to take place at a cost of £30,000 which will

investigate the feasibility The Pebbles building, 55 High Street. Mr. Evans reported that the Focus Group would be willing to assist the Town Council with the tender process.

As part of the presentation, Mr. Evans reported that the Town Council would retain the freehold on the building, with a new company acting as lease holder, who would then sublet the property to a cinema provider. This would protect the Town Council. The initial cost will be 2.5 million, with the Town Council paying £500,000 towards renovations and a cinema provider around £600,000. The shortfall would be made up from investors or loans.

Cllr. Nelson commented on the impressive presentation, which was very encouraging and exciting. Cllr. Nelson indicated that the Council would be more comfortable if they knew a couple of operators were very interested. Mr. P. Hale from the Focus Group reported that Kino had expressed an interest and he had been to visit the Picture House in Uckfield, who were also extremely interested. Mr. Hale reported that no operator will commit until a building feasibility study has taken place.

Cllr. Isworth asked it is possible that the feasibility might show the building is not feasible. Mr. Hale responded that it would be hidden costings in the building that could increase the costs.

Cllr. Dr. Lovelidge, referred to the timeline and enquired if more feasibility studies were required after Stage 3. Mr. Evans responded that the £30,000 is all that is required from the Town Council. The specialist cinema consultant business review is included within the £30,000. The end result will be a prospectus building on the consultant's report.

Cllr. Knowles reported that he thought the presentation was very well put together. Cllr. Knowles requested clarification on the finance: the Town Council would lease the building to the new company with the £500,000 they would be spending on the Pebbles anyway. Cllr. Knowles enquired about the Public Works Loan Board, which is now the DMO; who would go to the DMO to raise the funding? Mr. Evans responded that the PWLB was not, in their view, prerequisite and Mr. Evans view is that residents and business and trusts, private investment, whether in form of equity or loans would likely meet the large bulk if not all the finance.

Mr. C. Campbell of the Focus Group reported that PWLB money has fallen out of favour because of pressure on local government, therefore, they were looking beyond that on private investment, bond issue, loans and mortgage. The capital cost of approx. 2.8 million could be met, but a small top up may be required. This assumes that the building is transferred on a long lease in order for a small mortgage to be secured. The Focus Group believe that, based on formulas put forward by Ron Inglis, that a cinema is entirely financially viable. The critical area on financial viability issue is of the building and conversion; can it be done on the cost estimates that Ron Inglis looked at. All of the Focus Group's assumptions are based on the bottom line figures of the categories that Ron Inglis looked at in his study. The architects had estimated the initial costs at 1.8 million, however, this did not include fees and VAT, nor contingency and they have included a substantial contingency.

Cllr. Knowles queried whether it would be the Town Council taking out the mortgage; Mr. Campbell clarified that it would be a commercial mortgage.

Cllr. Dr. Lovelidge suggested that the proposal for £30,000 be referred to the Project Overview Sub-committee to look at all the projects together and then bring it back to the External Committee.

Cllr. Mrs. Smith requested clarification on how much an operator would pay in rent. Mr. Evans reported that they would expect full commercial rent from the venture.

Cllr. P. Clokie (Ashford Borough Council) raised several queries around the extension to the building and whether the Listed Building Officer, Heritage England or the next door neighbour had been consulted on the proposals. Mr. Evans responded that the extension to the rear of the building would be the same footprint as the current extension and would be the lower main auditorium. With the upper two floors, the first floor ceiling would be removed which would then contain the second auditorium of 50 seats plus offices. The ground floor and basement would become café and display areas. Mr. Evans reported that Burrell, Foley, Fischer are recognised as leading cinema design architects and have done an enormous number of conversions of heritage and listed buildings.

Cllr. Dr. Lovelidge stated that, if the External Committee agreed to the £30,000 study, that it must go to full Town Council for ratification. Cllr. Dr. Lovelidge proposed that this proposal is referred to the Project Overview Sub-committee for consideration with the other projects currently in progress. Cllr. Knowles seconded the motion.

A recorded vote was taken: Cllrs. Dr. Lovelidge, Knowles, Mrs. Curteis and Mulholland voted **for** the motion; Cllrs. Carter, Mrs. Ferguson and Sugden voted **against** the motion; Cllr. Hickmott **abstained**.

It was **RESOLVED** that the proposal for £30,000 towards a building feasibility study would be referred to the Project Overview Sub-committee.

- (c) Neighbourhood Watch. Cllr. Mulholland reported that a very successful meeting took place at St. Michaels Village Hall on 22<sup>nd</sup> October 2018. Chief Inspector A. Somerville, PCSO K. Richards, Community Warden Ms. J. Vos and Neighbourhood Watch Co-ordinator Mr. A. Judd and Ashford & District Neighbourhood Watch Chair Mr. A. Lidgett were in attendance. 35 residents from St Michaels and Tenterden attended and eight expressions of interest on setting up NHW schemes were taken. However, Mr. Judd was still waiting for a response from those interested. Cllr. Mrs. Walder had attended the issue and highlighted that many people are still not reporting crime. Cllr. Mrs. Walder drew the Committee's attention to an app called 'Country Eye' which can be easily downloaded. If residents spot fly tipping, potholes, etc. they can take a photo and upload it straightaway. This then uses GPS to identify the exact place and forwards the information to the correct organisation for action. Cllr. Mrs. Walder thanked Cllr. Mulholland for setting up the NHW meeting.

0248 **TOURISM & BUSINESS SUB-COMMITTEE**. It was **RESOLVED** that Cllr. Mrs. Walder be co-opted to the Tourism & Business Sub-committee.

0249 **NEW RESIDENTS' WELCOME PACK**. Cllr. Isworth commented on the excellent publication, however, he suggested that Tenterden Social Hub should be included.

Cllr. Nelson reported that the hard copy of the pack should be as timeless as possible; it includes an introduction to the Town, history and the Town Council. The Rotary Club and Churches have been heavily involved in the production, therefore, they have been mentioned. Cllr. Nelson suggested that if the Social Hub would like to advertise, please contact him direct. It is imperative that the pack does not become out of date. Cllr. Mulholland asked if this applied to the Twinning Association given their need to find new members. Cllr. Nelson responded that the Twinning Association were welcome to advertise, however the Association is already included on website.

The Committee **RESOLVED** that the draft covering letter is approved and the Council will act as 'banker' for the organising group to handle receipts and payments.

0250 **FINANCIAL REPORT.** The income and expenditure report for half-year ending 30<sup>th</sup> September 2018 was **APPROVED**.

0251 **SMALLHYTHE ROAD SPEED LIMIT.** The update on the expected report from Kent County Council was **NOTED**.

0252 **TENTERDEN HERITAGE TRAIL LEAFLET.** Cllr. Carter proposed that this was presented to the Tourism & Business Sub-committee for discussion. The Deputy Town Clerk reported that only minor contact detail changes were required to the leaflet and there are none left in the Town or anywhere. Ms. Welch, a member of the Tourism & Business Sub-committee, commented that the Council should look at the leaflets in more detail, given that most visitors go online than use traditional leaflets.

It was **RESOLVED** that this item would be referred to the Tourism & Business Sub-committee.

0253 **FOOTBALL IN TENTERDEN.** Cllr. Carter reported that this proposal would help the footballers and help them to adjust to the 3G pitch; it will also help the reincarnated Under 8 Group of Tenterden Tigers. This will allow time for the Town Council to continue to source grass pitches. Cllr. Sugden reported that Hawkhurst Football Team moved over to use a 3G pitch and now like the surface; they also find the costs not too high. It is hoped that the Tenterden Football Club would come to like the surface which can be used in all weathers.

It was **RESOLVED** to allocate £1,500.00 to be used towards charges for use of the 3G Pitch at Homewood by the Senior and Junior Football Teams in Tenterden.

0254 **PUBLIC ENGAGEMENT SUB-COMMITTEE RECOMMENDATIONS.** Cllr. Nelson reported that this item will also be discussed at the Internal Committee. The Public Engagement Sub-committee had focussed on the top 10 resident priorities following analysis of the results of the residents' survey. A spreadsheet has been set up in tabular format and lead councillors need to be assigned in order to ensure that the Council follow up on actions. These actions will be communicated back to residents via the Council's Newsletter. The Committee **RESOLVED** to adopt the following proposals, subject to approval from the Internal Committee:

- (i) the Council accepts the survey recommendations and will implement the suggested actions;
- (ii) to liaise with K&RSR over a trial of using the station car park for workers at a low charge (excluding weekends and event days);

- (iii) to obtain from Ashford Borough Council the data on car park usage/occupancy rates at key times throughout the key, and thereafter investigate the possibility of a 'free after 3' facility.

0255 **CORRESPONDENCE.**

- (a) The letters received from residents in support of the grant application from St. Mildred's Church were **NOTED.**

0256 **MINOR MATTERS.** None.

0257 **ANY OTHER BUSINESS.** None.

**The meeting opened at 9.00pm and closed at 10.22pm.**

The foregoing Minutes and Reports were confirmed and signed at the External Meeting held on the 10<sup>th</sup> day of December 2018.

Chairman \_\_\_\_\_ (10.12.2018)