

TENTERDEN TOWN COUNCIL



MINUTES OF THE EXTERNAL COMMITTEE **MEETING HELD AT TENTERDEN TOWN HALL ON 17TH JULY 2017**

Councillors Present: M. Carter (Chair), Mrs. J. Curteis, Mrs. S. Ferguson, C. Knowles, K. Mulholland and Mrs. P. Smith. Substitutes: H. Hickmott and R. Isworth.

Officers Present: Town Clerk Mr. P. Burgess, Deputy Town Clerk Mrs. C. Gilbert and Accounts Clerk Mrs. J. McCollum.

Others Present: Cllr. R. Knight, Cllr. Dr. L. Lovelidge, Cllr. J. Nelson and Cllr. A. Sugden (not members of this committee), Cllr. P. Clokie (ABC), Cllr. M. Hill (KCC) and 35 members of the public.

0018 **APOLOGIES FOR ABSENCE.** Members: Cllr. Miss. N. Gooch and Cllr. T. Thorpe. Non-members: Cllr. H. Edwards.

0019 **DECLARATIONS OF INTEREST.** None.

0020 **MINUTES.** The minutes of the meeting held on 5th June 2017 were confirmed and signed as a correct record.

0021 **MATTERS ARISING.** None.

0022 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.**

The Committee heard a presentation by Ms. L. Thompson of Woodchurch Road regarding Tentertainment. Ms. Thompson had written to two councillors regarding lack of support for Tentertainment. She stressed that the event is put on for all ages and there is little else to look forward to. Due to lack of support and two verbal complaints from residents, the organisers of Tentertainment felt they had to cancel next year's event. Ms. Thompson was given to understand that the Town Council represented the whole town, not just the views of a few residents. There was great public support for the event, both at the meeting and on social media, and she felt it was not being represented. Ms. Thompson challenged that Cllr. Isworth had gone door to door canvassing for complaints and there was a conflict of interest.

Cllr. Nelson thanked Ms. Thompson for presenting to the Committee and responded that the Council did support Tentertainment. There was a misunderstanding over the setting of the sound limit, adjusting the terms and conditions of use and stage set up, but that had been resolved. The Council had received a friendly warning from Ashford Borough Council regarding noise complaints and the terms and conditions of the use of the Recreation Ground was amended. The tightening up of conditions of use had to be done otherwise the Town Council could have lost their entertainments licence. The Town Council had requested to meet with the Tentertainment Committee which they had agreed to at a later date.

Ms. E. Hannett of Shoreham Lane addressed the Committee requesting the exact date when the 'friendly warning' was received from Ashford Borough Council. The Town Clerk reported that the warning was given before the 7th November 2016 meeting and changes to the Terms and Conditions were made. The amendments were voted through at that meeting, which Ms. Hannett chaired.

Cllr. Carter reported that it was a national problem with noise complaints and the Town Council had to adhere to the restrictions as advised by Ashford Borough Council.

Ms. C. Passmore from Tentertainment raised her concerns that Cllr. Isworth had in 2016 canvassed for complaints against Tentertainment and had abused his position and that it needed addressing. Cllr. Carter responded that a more detailed discussion could take place at a future meeting as Tentertainment was not an agenda item for this meeting. Cllr. Isworth responded that he had received both phone calls and visits to his property from concerned residents around Elmfield. Cllr. Isworth denied categorically canvassing for complaints.

0023 **COUNCILLORS' QUESTIONS.**

- (a) Grant Applications. Cllr. Ferguson asked the Committee to consider putting grant applications on the Agenda in order to help clubs and groups apply for grants. Cllr. Ferguson suggested employing or engaging someone to help the local clubs and groups in the Town complete the extensive forms. At present, applicants have to put in applications with a short report to the Donations Sub-Committee. Cllr. Carter agreed to put this on the next agenda to formalise the current process and discuss further.
- (b) Late Night Bus. Cllr. Ferguson reported that the 10.50 pm Stagecoach bus back to Ashford had been cancelled; the last bus was now 8.55 pm. Organisers of events in the Town needed to be made aware of this and Cllr. Ferguson suggested that for Town events Stagecoach could be approached to put on the last bus. Cllr. Carter suggested the Town Clerk write to Stagecoach for feedback.
- (c) Pedestrian Traffic Lights. Cllr. Ferguson requested an update as to whether Kent County Council (KCC) had been asked to lighten the traffic lights near Orvis as this was still a dangerous crossing. The Town Clerk reported that it was no longer legal to put yellow backboards on traffic lights, however, he would write to KCC enquiring about LED lights. It was suggested that the traffic lights in St Michaels would also need addressing.
- (d) Pavement outside RM Cycles. Cllr. Smith requested an update on the uneven pavement outside RM Cycles and for it to be reported back to this Committee. The Town Clerk had been liaising with KCC who are keen for there to be a dropped curb as opposed to tarmac paving the pavement.
- (e) Station Road Coach Park. Cllr. Smith mentioned the need for advertising banners at Coombe Lane and it was agreed that this would be brought to the next meeting.

0024 **SUB-COMMITTEES & WORKING GROUPS.**

- (a) May Fayre. Cllr. Hickmott reported that this year's event was very successful, despite the wet start, with the Sea Cadets, Applause Outdoors entertainers, a falconry display and vintage vehicles in attendance.
- (b) Donations. Cllr. Mulholland went through the minutes of the Donations Subcommittee held on 29th June 2017, which were circulated with the Agenda.
- (c) Recreation Ground Focus Group. Cllr. Sugden reported that he was on the Recreation Ground Focus Group with Cllr. Mulholland. There were 28 members and an architect was soon to be appointed; the group would be public led. The group would report back their proposals via a public exhibition.
- (d) Sports Review. Cllr. Carter reported that a meeting would be held on Tuesday, 18th July 2017. At the meeting on 6th June 2017, the British Gymnastics Association, Lawn Tennis Association and Football Association were there. The Boxing Association did not attend, but are online to come on board. Cllr. Carter reported that there are very exciting times ahead.
- (e) Village Halls Focus Group. Cllr. Nelson reported that the first meeting took place on 12th June 2017 with representatives from various halls present. The group were in agreement of the need for a virtual hub and a draft form had been drawn up for hireable spaces to complete. Once the form was approved, WebBox would be contacted to design a page linked to the Town Council's website which would give hirers all the information they required for hireable spaces in Tenterden with links to the hireable spaces own websites/direct contact.
- (f) Cinema Focus Group. Cllr. Mrs. Ferguson reported that the focus group would be meeting for the first time on 1st August 2017.

0025 **CHRISTMAS LIGHTING.** Cllr. Carter reported on the issues surrounding the current supply of electricity to the Christmas trees and that Kent County Council (KCC) would no longer allow connection to the street lamps for safety reasons. Cllr. Ferguson was concerned with the cost to parish and town councils across Kent following KCC withdrawing the use of the lampposts. Cllr. M. Hill from KCC agreed to investigate as to whether KCC would help with funding. Cllr. Carter advised of the need to investigate if the new power supplies could be used for other Town events. The Committee **RESOLVED** the following proposals:

- (a) Mitchells quotation of £16,690, less £922.40 for removal of the York stone outside the Woolpack, would be accepted for the new electricity supply columns and lighting expenses;
- (b) Fernshire Tree Services quotation of £950.00 would be accepted for the loosening of tresses of lights on the trees, installation of lights on the tree near Orvis and the removal of lights from the trees by WH Smith, Avalon and the Vine;
- (c) a Subcommittee would be formed to investigate Tenterden and District Chamber of Commerce's request for the Town Council to take over management of the installation and maintenance of all lit trees and

Christmas lights. The following Councillors were appointed to the subcommittee: Cllrs. Carter, Knowles, Sugden and Mrs. Ferguson.

0026 **VIRTUAL DEMENTIA TOUR.** It was **RESOLVED** that £450.00 would be donated for the 18 Councillors/members of staff who had not previously attended a virtual dementia tour session. The sessions would be taking place on 26th and 27th October 2017.

0027 **FRIDAY MARKET.** Cllrs. Knowles and Mrs. Smith were appointed to liaise with Ms. M. Vear, the Market Traders representative, to discuss the Town Council taking over the running the Friday market from Ashford Borough Council.

0028 **CARETAKER SCHEME.** Cllr. Ferguson congratulated the Maintenance Team on the work they had done, however, the Cranbrook Road Cemetery required more attention. Mr. Jarvis, Site Manager, confirmed that they had the right equipment for the grass cutting and now that Ashford Borough Council were letting the office know when burials were taking place, the Team could work around these dates weather permitting.

After further discussion of the proposals circulated with the agenda, the Committee agreed to **DEFER** the proposals to a meeting at the end of the grass cutting season.

0029 **COOMBE LANE CEMETERY.** It was agreed that this item would be **DEFERRED** to a meeting at the end of the grass cutting season. Cllr. Carter suggested seeking the advice of a landscape architect. With the steam railway potentially attracting 100,000 visitors, it would be important to provide safe passage from the station to the Town. Cllr. Knowles advised that the Coombe Lane residents must be consulted on any changes.

0030 **MAINTENANCE MACHINERY.** The proposal to consider a service and maintenance contract for the Council's maintenance vehicles was **DEFERRED** to the next meeting as the quotation had not been received at the time of the meeting.

0031 **DESIGN OF NEWSLETTER AND PUBLICITY MATERIAL.** It was **RESOLVED** that The WOW Factory would be contracted to design and produce the Town Council's newsletter, mini newsletter, standard poster design and ad hoc work at a cost of £427.00 per newsletter, £332.00 per mini newsletter, £190.00 for the poster and £150.00 for ad hoc projects.

0032 **SPEED RESTRICTING METHODS.** Cllr. Carter advised of the need to write to KCC for assistance with funding for the village gates which would be installed on the A28. KCC would also be asked if a private contractor could be used for the fencing, but based on KCC's design. Cllr. M. Hill advised that KCC would probably be happy to provide the designs. It was agreed that quotations would be sought for the fencing at the five main entrances to the Town once the design was received from KCC.

Cllr. Carter reported that the Speed Indicator Device (SID) was a portable device and would be moved between the five main entrances to the Town; namely Ashford Road at St Michaels, Woodchurch Road, Appledore Road, Smallhythe Road and Rolvenden Road. Cllr. Carter proposed purchasing the Advanced SID package with posts on the five roads. The SID would be rotated between roads, starting with Woodchurch Road. It was **RESOLVED** that one Advanced SID would be purchased at a cost of £6,625.00.

- 0033 **ADMINISTRATIVE ACTION.** The Administration Action List No. 174 was received and **NOTED.**
- 0034 **ASHFORD BOROUGH COUNCIL'S HOUSING POLICY.** Cllr. Carter encouraged local residents, particularly the younger generation, to apply to ABC in order to be on the housing list for when the Tent1 Development was completed. Information would be included in the Town Council's Newsletter and on the website, but would also need to be publicised in as many places as possible. Cllr. P. Clokie (ABC) commented that it was imperative that residents must register with ABC and there is a points system based on many factors. It was **RESOLVED** that Cllr. Ferguson agreed to investigate and publicise with as much information as possible. Cllr. Knowles reported that it was published on ABC's website and residents needed to be pointed in the right direction.
- 0035 **KILN FIELDS.** Cllr. Knowles reported that when Abbots Way was built 14 years ago, Taylor Wimpey bequeathed the land behind Abbots Way to Ashford Borough Council. The land was used by dog walkers, has a balancing pond and houses endangered species of wildlife. Cllr. Knowles had requested a year ago that the Town Council adopted this land as the original maintenance order was winding up and the Town Council would take over the maintenance of the area. If the land was handed over to the Town Council, the Weald of Kent Preservation Society would be brought in to implement a long term plan for the protection of the site. This site would then be used by the local schools as part of their curriculum and in educating young people on the protection of green spaces. This information was **NOTED.**
- 0036 **FINANCIAL REPORTS.** The income and expenditure report for the quarter ending 30th June was received and **NOTED.**
- 0037 **CORRESPONDENCE.** A letter had been received from a resident at Turners Avenue regarding the ongoing issue of dangerous parking. The matter would be referred to Ashford Borough Council and Kent County Council for action.
- 0038 **MINOR MATTERS.** Information received from Kent Association of Local Councils regarding the Fire Hydrant Initiative Project was **NOTED.**
- 0039 **ANY OTHER BUSINESS.** None.

The meeting opened at 7.52pm and closed at 9.15pm.

The foregoing Minutes and Reports were confirmed and signed at the Annual Meeting of the Town Council held on the 29th day of August 2017.

Chairman _____ (29.08.2017)