

TENTERDEN TOWN COUNCIL



MINUTES OF THE EXTERNAL COMMITTEE **MEETING HELD AT TENTERDEN TOWN HALL ON 9TH OCTOBER 2017**

Councillors Present: M. Carter (Chair), Mrs. J. Curteis, Mrs. S. Ferguson, Miss. N. Gooch, C. Knowles, K. Mulholland (Vice-chair) and Mrs. P. Smith. Substitute: H. Hickmott.

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

Others Present: Cllrs. R. Isworth, Dr. L. Lovelidge, J. Nelson and A. Sugden (not members of this committee), Cllr. P. Clokie (ABC) and 6 members of the public.

0059 **APOLOGIES FOR ABSENCE.** Members: Cllr. T. Thorpe. Non-members: Cllrs. and H. Edwards, R. Knight and R. Lusty.

0060 **DECLARATIONS OF INTEREST.** None.

0061 **MINUTES.** The minutes of the meeting held on 29th August 2017 were confirmed and signed as a correct record.

0062 **MATTERS ARISING.** None.

0063 **PERSONAL REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** None.

0064 **COUNCILLORS' QUESTIONS.**

- (a) Cllr. Mrs. Curteis reported that St. Michaels do not now have a PCSO, therefore, PCSO O. Welch is covering both St. Michaels, Tenterden surrounding villages. Cllr. Mrs. Curteis requested that the Council writes to the Kent Police and Crime Commissioner regarding the lack of support.
- (b) Cllr. Mulholland reported that he had attended the Annual Ashford Forum on 3rd October 2017 and would compile a report. Cllr. Carter advised that this should be covered at the Town Council meeting under Reports from Outside Organisations.
- (c) Cllr. Mrs. Ferguson requested that the Parking Forum be put back on the agenda and also Tent1. The Town Clerk responded that the Parking Forum were meeting on 25th October 2017.

0065 **SUB-COMMITTEES & WORKING GROUPS.**

- (a) May Fayre. Nothing to report.
- (b) Donations. Nothing to report.

- (c) Sports Review. Next meeting to take place on 25th October 2017.
- (d) Village Halls Focus Group. Cllr. Nelson reported that the Group required a steer as to whether commercial as well as community venues should be included on the webpage and who should host the page. It was **RESOLVED** that commercial venues should be included and the Town Council should host the page. Cllr. Mulholland abstained from voting.
- (e) Cinema Focus Group. Cllr. Mrs. Ferguson reported that the focus group had allocated the task of investigating each possible venue to small subgroups and one member of the Group had produced a standard list of questions for each subgroup to use. A specialist architect had offered to visit on 24th October 2017 to conduct site visits and advise on suitability on venues.

Cllr. Knowles raised his concerns regarding the contact between Cllr. Carter, the Town Clerk and Enterprise Inns. Cllr. Knowles' understanding was that the Council would not be funding the cinema, but helping to find a suitable venue and commercial provider. Cllr. Carter reported that the Focus Group were sourcing possible venues before looking for cinema providers.

- (f) Christmas Lighting. Cllr. Sugden reported that once this year's Christmas Market had taken place, the sub-committee would meet in the new year to discuss the installation of permanent electrical supplies.
- (g) Christmas Events. Ms. S. Welch provided a report on progress so far. Mrs. N. Mahoney was appointed as Co-ordinator of 'Christmas in Tenterden' and had been doing a sterling job. They had received 106 enquiries for stalls out of which there would be 65-70 stalls on the High Street, all of whom had met the criteria set to ensure quality. There would be four 'hot spots' across the Town where performances would take place and this would aid greater footfall towards the end of the Town. Ms. Welch also reported that Invicta Chamber of Commerce has reinstated the best dressed window competition; Homewood School had been assisting with design of a flyer which would contain editorial space to promote Tenterden; and Christmas in Tenterden had been selected by Waitrose to be included in the green token scheme. A treasure hunt would also take place for children. Dandara were reviewing a formal agreement to sponsor the event for £3,500 and this would be spent on additional activities at the event.

Ms. Welch reported that the Team would be looking at footfall at three points across the High Street and three surveys would be conducted to shops, stalls and visitors.

Three additional Christmas trees would be installed across the Town this year: on Fat Ox Green, Recreation Ground and by the William Caxton, all of which have been sponsored.

Cllr. Dr. Lovelidge congratulated Mrs. Mahoney, Ms. Welch and the Team for all their hard work.

- (h) Tourism & Business. Ms. Welch had met with Ashford Borough Council and the Head of the Culture and Tourism Team to discuss a five year strategy and how it aligns with Kent's Destination Management Plan. Ms. Welch advised that the Town Council would need to make a decision as to whether they would like her to take the process further and a meeting would need to be arranged as soon as possible.

0066 **PUBLIC RELATIONS.** It was **RESOLVED** to retain Mr. R. Harvey as the Town Council's PR Consultant.

0067 **FOOTBALL PROVISION.** Cllr. Carter requested that any decisions be put on hold until after the Sports Review meeting on 25th October 2017. The Town Clerk reported that Mr. M. Seymour from Homewood School had indicated that he wished to hold off any further discussions and would not be attending the Sports Review meeting on 25th October. It was agreed that Mr. Seymour would need to be there. Two Councillors voted to wait until after the Sports Review meeting before making a decision and six Councillors abstained from voting. Under Standing Order 3(p), the vote was invalid.

It was agreed that Sibley Pares would be asked to resume the search for 5/6 acres of land in Tenterden.

0068 **ALLOTMENTS.** Cllr. Sugden reported that there were 12 people on the William Judge Trust waiting list for an allotment on Bells Lane. Cllr. Sugden requested that if the land at Westwell Court came up again for development and a section of land was gifted to the Town Council that it be considered for allotments. It was suggested that Sibley Pares be asked to investigate other locations. Cllr. Knowles suggested the Town Council approach the Day family with regard to the old nut orchard at the rear of Tilden Gill.

0069 **REGENERATION PROJECTS & PARTICIPATORY BUDGETING.** Cllr. Carter reported that the document produced by Cllr. Nelson and Mr. J. Crawford was very informative and Cllr. Nelson wished to record his thanks to Mr. Crawford. Cllr. Nelson introduced the funding process for the regeneration portfolio of projects and Mr. Crawford presented the information. The Committee reviewed the circulated information and the following was **RESOLVED**:

- (a) the public meeting date would be moved to 17th January 2018;
- (b) the review date would be set to a couple of months after the public meeting;
- (c) the Fact Sheet for the participatory budgeting process would be updated to include the public interest document and the newly agreed date.

Cllr. Dr. Lovelidge advised that the funds in the community chest could be expanded rather than dismiss worthwhile projects.

0070 **TOWN LITTER PICK.** The next Town litter pick event due to take place on 5th November 2017 was **NOTED**.

0071 **LAYBY ON RECREATION GROUND ROAD.** The Committee reviewed the request from Dandara to install a delivery layby on Recreation Ground Road and it was **RESOLVED** that the Town Clerk would go back to Dandara and raise the Committee's concerns around safety of the layby's position.

0072 **CORRESPONDENCE.**

- (a) Tenterden Museum. A letter of thanks from Tenterden Museum for the £1,000 donation was **NOTED**.
- (b) St. Mildred's Church. A letter of thanks from St. Mildred's for the £150 donation towards the maintenance of the Tower Clock was **NOTED**.

- (c) Dangerous Parking at Turners Avenue. A copy of a letter sent by a resident of Turners Avenue to Ashford Borough Council regarding dangerous parking was noted. It was **RESOLVED** that the Town Clerk would write to the resident informing them that the Parking Forum would take into account their concerns.
- (d) Parking Issues along the High Street. An email received from a resident regarding the narrow footpath from Coombe Lane to Church Road and the flooding at Bridewell Lane car park was noted. It was **RESOLVED** that:
- (i) the resident would be contacted and informed that the narrow footpath issue would be included in the High Street regeneration;
 - (ii) the Town Clerk's office would contact Ashford Borough Council with regard to clearing the drains at Bridewell Lane car park and to address the flooding issue.

0073 **MINOR MATTERS.** None.

0074 **ANY OTHER BUSINESS.** Cllr. Carter reported that Mr. M. Everett, a resident and regular attendee at Town Council meetings had sadly passed away. His funeral would be taking place on Wednesday, 11th October and the Council's thoughts were with his family.

The meeting opened at 9.30pm and closed at 9.55pm.

The foregoing Minutes and Reports were confirmed and signed at the External Meeting held on the 20th day of November 2017.

Chairman _____ (20.11.2017)