

TENTERDEN TOWN COUNCIL



MINUTES OF THE INTERNAL COMMITTEE **MEETING HELD AT TENTERDEN TOWN HALL ON 8TH APRIL 2019**

Councillors Present: H. Edwards, M. Freeman, M. Hickmott, R. Isworth (Vice-Chair), Dr. L. Lovelidge (Chair), J. Nelson, Mrs. P Smith and Mrs. C. Walder.

Officers Present: Town Clerk Mr. P. Burgess, Deputy Town Clerk Mrs. C. Gilbert and Administrative Assistant Mrs. L. Owers.

Others Present: Cllrs. M. Carter, Mrs. J. Curteis, and Mrs. S. Ferguson, Miss. N. Gooch, C. Knowles, Mrs. P. Smith and A. Sugden (not members of this Committee) and three members of the public.

0424 **APOLOGIES FOR ABSENCE.** Cllr. K. Mulholland (not a member of this Committee).

0425 **DECLARATIONS OF INTEREST.** None

0426 **MINUTES.** The minutes of the meeting held on 11th February 2019 were agreed and signed as a correct record with one correction required: Cllr. Mrs. Smith advised that she is a member of the Internal Committee but was wrongly listed as Others Present.

0427 **MATTERS ARISING.** None

0428 **REPRESENTATIONS FROM MEMBERS OF THE PUBLIC.** Mrs. J. Crickmore-Porter had requested to present to the Committee regarding the Bowls Club.

0429 **COUNCILLORS' QUESTIONS.**

- (a) Cllr. Mrs. Ferguson commented that at the last few Planning meetings herself, Cllr. Freeman and Cllr. Sugden were situated at the back of the room and could not see the projector screen and had difficulty hearing what was being said. Cllr. Mrs. Ferguson wanted to ensure that in the Town Hall re-ordering the audio and visual was included in the improvements. The Town Clerk agreed that a drop-down screen, audio facilities and PA systems were being looked at by the Town Hall Focus Group.

0430 **SUB-COMMITTEE & WORKING GROUPS REPORTS.**

- (a) Public Engagement Sub-committee. A meeting was held on 1st April 2019. Cllr. Nelson brought the Committee's attention to item 5.2 in the minutes about the Annual Town Meeting. The Sub-committee had suggested that it should be more structured along the lines of a company AGM with the Mayor introducing the meeting by reporting on what the Council has done over the past year, explaining what the Council is proposing to do over the next year, explaining obstacles and problems of concern and how the

Council proposes dealing with them and explaining the precept and restrictions on the use of capital funds and to inform people better.

Cllr. Hickmott suggested that the Chairman of each committee should provide a report like they used to.

Cllr. Mrs. Ferguson reported that the Sub-committee had suggested producing a PowerPoint presentation with main bullet points from different chairmen and committees to make the public aware of major things that have happened and that the Mayor could read these out and take questions. Cllr. Dr. Lovelidge agreed that a visual presentation is preferable and the Council should encourage societies and clubs to give a written report.

Cllr. Dr. Lovelidge proposed that a small working group is appointed to work with the Town Clerk and PR Consultant Mr. R. Harvey to produce ideas for the PowerPoint presentation. It was **RESOLVED** that Cllr. Dr. Lovelidge and Cllr. Crawford would be appointed, along with two members of the public who are on the Public Engagement Sub-committee. An outline of the content would be brought back to the Internal Committee on 10th June 2019 for approval.

- (b) Recreation Ground Focus Group. The report of a meeting held on 21st March 2019 was **NOTED**. The Town Clerk advised that revised plans are currently being produced and will be costed by the Quantity Surveyor. These will then go back to the Focus Group before 2nd May 2019.

0431 **MEETING SCHEDULE FOR THE NEW COUNCIL YEAR.** Cllr. Knowles suggested that now the Council will be moving to Modern.Gov. the Council Administrative Team could send meeting request notes out to all Councillors so that it automatically syncs all the meeting dates with their calendars.

0432 **BOWLS CLUB.**

- (a) Mrs. J. Crickmore-Porter gave a presentation on behalf of the Bowls Club with reference to the re-ordering of the Recreation Ground. The Bowls Club were excited about moving to a different location on the football pitch with new facilities, however, now that they will not be moving, the Club are concerned that no improvements will be included within their present location. Mrs. Crickmore-Porter made several requests on behalf of the Bowls Club:
- (i) that the hedge is cut to 5ft which is what was agreed in the Lease;
 - (ii) the main gate is moved to more of an advantage point as they are opposite the Pavilion and directly onto the grass;
 - (iii) improved signage so that people know where the Bowls Club is;
 - (iv) Mrs. Crickmore-Porter reported that in 2016 the Club had obtained agreement from Tenterden Town Council and Ashford Borough Council to improve the facilities and they have asked if this approval could be reinstated. Also, if possible, the Club would like the Councils to consider an extension the Club House by approximately 3 metres to the back so that it could be used throughout the year. This would be weatherproofed so that it could hold functions; could be a place to meet and maybe have indoor short mat;

- (v) the possibility of allocated parking alongside of the Bowls Club was requested. It was suggested that concrete slabs with holes in could be installed;
 - (vi) Mrs. Crickmore-Porter reported that there have been issues with the water supply. The Club uses a lot of water in the Summer but there has been a dispute about how much is used in the Winter as they turn the water off. The Club have requested that a meter is installed just for them so there are no longer any disputes;
 - (vii) Mrs. Crickmore-Porter made a request for financial support in relation to the alterations and improvements on the Clubhouse and asked if it would be possible for the Town Council to meet with three of the Bowls Club as soon as possible.
- (b) Cllr. Edwards agreed that the Clubhouse contains thousands of hours of the volunteers' time and is very precious to the Club members so extending it made good sense. The concrete blocks for parking that have been suggested were 'Grasscrete' and would be suitable. Cllr. Edwards reported that the water supply has needed attention for some time and requires updating. Cllr. Edwards commented that if hedge cutting is in the Lease, this should be carried out by the Town Council once nesting season has finished. Cllr. Edwards proposed that a meeting is arranged between the Bowls Club and the new Council to discuss points raised in order to find a way to help the Club be on par with other projects that are being carried out in the Town.

It was **RESOLVED** that the Bowls Club should meet with the Town Council so that they are made aware of the Bowls Club list of requests. This information will also be passed to the Town Clerk. The reduction of the hedge surrounded the Bowls Club will be carried out in the Autumn.

The Committee moved into closed session. *Under the Public Bodies (Admissions to meetings) Act 1960, the public and press will be excluded from the closed meeting session due to the confidential nature of this part of the meeting which involves the discussion of confidential staffing matters and confidential financial negotiations.*

0433 **STAFFING ISSUES.** Confidential minute 611M refers.

0434 **CORRESPONDENCE.** None.

0435 **MINOR MATTERS.** None.

0436 **ANY OTHER URGENT BUSINESS PREVIOUSLY NOTIFIED TO THE CHAIRMAN.** None.

The meeting opened at 9.05pm and closed at 9.38pm.

The foregoing Minutes and Reports were confirmed and signed at the Internal Meeting held on the 10th day of June 2019.

Chairman _____ (10.06.2019)