

**TENTERDEN TOWN COUNCIL
EXTERNAL COMMITTEE**

Covid 19 Sub-Committee

Notes of a meeting conducted by Zoom on Thursday, 24th September 2020.

<i>No</i>	<i>Item</i>	<i>Action</i>
1	Present: Cllrs. Mrs. J. Curteis, Mrs. S. Ferguson, H. Hickmott, Dr. L. Lovelidge, K. Mulholland, Mrs. P. Smith. Town Clerk and Deputy Town Clerk.	
2	Apologies. Cllrs. C Knowles, A. Sugden, Mrs. K. Walder	
3	Declarations of Interest. None.	
4	Chairman. Phil Burgess.	
5	Minutes of Last Meeting. 13 th August 2020.	
6	Matters arising. NA.	
7	Staffing at the Office. Phil reported that the new advice suggests office attendance should be restricted as far as possible. However, the office is still busy, and we are now inclined to keep staffing to two members during office hours. Where councillors wish to contact a member of staff in the office, we will devise a system for quick call backs. We are closed to the public, but people can ring or email to make an appointment. Sue suggested an intercom system and it was agreed that a quotation should be sought. Claire reported that she had investigated intercoms, but it would need to be a wired in one; listed building should also be considered. Lisa suggested looking into a Nest doorbell which would need to be wired in; Potters have experience of this. <i>Cllr. Mulholland left the meeting.</i>	
8	Hire of the Town Hall. In view of the new tighter guidelines announced on 22 nd September, the Council staff felt that the hiring position for the Town Hall should be reviewed. (a) <i>Regular hirers</i> of the assembly room are tricky to control in numbers and the hire fee of £10 per hour plus cleaning does not justify resuming these. It was agreed to postpone these indefinitely. (b) <i>One-off hirers</i> also bring a lot of people into the building and it was agreed that any bookings should be cancelled, and no new bookings taken until further notice. (c) <i>Weddings</i> – the guidance is constantly changing and we would like to use discretion over whether to handle to the occasional small ceremony. This was agreed and bookings would be taken at the discretion of the Deputy Town Clerk. (d) <i>NHS Health Checks.</i> Whilst ABC are absent, the front offices can be used for these and physical barriers erected. This is containable and we propose they are allowed to go ahead. It was agreed that these could still go ahead if containment measures are in place.	
9	Free Parking and Suspended Bays.	

	<p>(a) Free parking is currently in place until 31st October for Station Road and the Leisure Centre. It was suggested that a further application be made to extend these arrangements until at least the end of the year. Phil agreed to apply for this in October and try to obtain cover until the end of March 2020 to tie in with the Government's six months. The car parks are being well used and this is now having a positive effect on the high street as well, i.e. coffee shops are busier with parents being able to stay in town after dropping off and picking up from school without the rush back to their cars.</p> <p>(b) ABC would consider an application for High Street free bays to be extended to 90 minutes free rather than 60 minutes. It was agreed to pursue this.</p> <p>(c) Bay suspensions – it was agreed to continue with the current barriers for the foreseeable future. Pam reported that a pothole is forming outside her shop in Bay 4 and will need investigating and Sue reported heavy ruts in the social distancing bay outside Costa.</p>	
10	<p>KCC Update. Phil reported that there was still no word on the pavement widening near Nationwide from KCC. KCC have reported that there is no further funding available for street amendments, but some may come forward in the future. Before he left the meeting, Ken reported that Government funding of 95 million is coming out to regenerate 69 historic high streets across the country. Subsequent to the meeting, Claire checked this information and the funds have already been allocated. The nearest Towns selected are Rochester, Ramsgate and Hastings.</p>	
11	<p>Any Other Business.</p> <p>(a) Sue reported that the Lloyds Bank mobile van is back again and will be there every fortnight in Glebe Hall carpark.</p> <p>(b) Pam reported that on Monday there were 30+ bags of refuse out on the pavement near Sue Ryder which was causing pavement blockage. It was not clear how this can be tackled, but if it happens again next week then Claire will report to ABC.</p> <p>(c) Harry reported that he was very sad about the Christmas Market being cancelled as well as all other events. Sue reported that several shops are investigating late night shopping possibly over three Fridays in December.</p> <p>(d) Sue had suggested Spooky Saturday on 31st October 2020 for a come and dress up with your children and strut down the high street, whilst social distancing.</p> <p>(e) Christmas lights – they will be back in the trees and turned on the same time as normal. The Chambers trees over shops will be put up the same time as well as the Rotary Tree. Claire suggested that a guest appearance could be made by Father Christmas and the Town Mayor on the Balcony at an undisclosed time in late November/early December, but no 'event' will take place and it will not be advertised.</p>	
12	<p>Date of next meeting. It was agreed to call a meeting when required.</p>	ALL