

TENTERDEN TOWN COUNCIL – INTERNAL COMMITTEE

PUBLIC ENGAGEMENT SUB-COMMITTEE

NOTES OF A MEETING ON 1ST APRIL 2019 AT 7.00 PM

Present: Cllrs. Sue Ferguson and Justin Nelson (Chair); Richard Harvey, Tash Mahoney and Seren Welch. Deputy Town Clerk, Claire Gilbert, took notes.

1. Apologies for Absence. Cllrs. Ken Mulholland and Alan Sugden; Roger Quinton and Sue Quinton.

2. Minutes. The notes of the meeting held on 5th November 2018 were agreed.

3. Matters Arising.

3.1 *Minute 5.4.2 – Summer Events.* In the last minutes it was suggested asking 'Create' in Ashford whether they would hold an event in Tenterden. Cllr. Sue Ferguson reported that the organisers of Create had been in touch with This Ancient Boro to host an outreach event.

Seren Welch and Tash Mahoney suggested asking Create to hold a pop-up event in the Town, maybe outside HSBC (subject to permissions). It was agreed that we should contact Chris Dixon at Create with the idea.

4. Chairman. Cllr. Justin Nelson chaired the meeting.

5. Annual Town Meeting.

5.1 Cllr. Justin Nelson had circulated his proposal which went to the Internal Committee on 10th December 2018 regarding training for Councillors on the Annual Town Meeting (ATM). This proposal was rejected by the Council. Members of the Sub-committee agreed that the training would be advantageous and in order to reduce the cost to the Council, the training could be opened up to Clerks in the local area. Justin reported that in order for the training to be re-considered by Council, six Councillors would have to ask for it to be brought back to Committee. (There is a six-month waiting period of any decisions made by Council unless six Councillors request for it to be reviewed.) Unfortunately, even with six Councillors requesting for it to be reviewed, it would have to be presented at the 10th June Internal Meeting which is only 14 days before the ATM. It was suggested that the training be considered for 2020.

5.2 Richard Harvey suggested that the ATM should be more along the format of a company AGM, with the chairman (Mayor) introducing the meeting by:

- reporting on what the Council has done over the past year;
- explaining what the Council proposes doing over the coming year;
- explaining what obstacles/problems there are in addressing matters of concern and how the Council proposes dealing with them;
- explaining the precept level and restrictions on use of capital funds, etc.

This would be done in the form of a PowerPoint presentation.

Questions could then be invited but should be minimal if all relevant points have been covered. Clubs and societies could be asked to submit written reports in advance for inclusion with the meeting papers, and to identify one or two events in the past year and/or proposals for the coming year that they would like highlighted in the introductory presentation.

Feedback forms should also be distributed to enable anyone who was unable to comment at the meeting or who had further suggestions or wanted to be involved in proposed activities.

The Sub-committee agreed that this would be a much better way of running the ATM and would put these recommendations to the Internal Committee on 8th April 2019.

- 5.3 It was requested that the microphones be tested in advance of the ATM to avoid the issues that happened last year.

6. Public Relations.

- 6.1 Richard reported on the issues that arise from the Kentish Express' tight deadlines in relation to the Council meetings and the limited amount of coverage that Tenterden receives in the local paper. It was agreed at the Internal Committee meeting on 11th March 2019 that the Council would produce an A4 (double sided) mini update newsletter which would be delivered through residents' doors. This would happen twice per year in between the two main newsletters.

- 6.2 Tash reported that many residents do not understand what the Council's monies can be spent on and this needs clarification. Seren reported that there needed to be an overarching press release about all the projects so that the public could see what is happening to all of them at the same time.

- 6.3 Richard reported that the Town Council's social media needed to be updated more regularly and Claire apologised for not doing this.

- 6.4 Seren suggested producing information in the next eight-page newsletter with a double spread dedicated to the regeneration projects; this reiterates point 6.2 above.

- 6.5 Seren reported that Canterbury City Council have produced a 'Who ya gonna call' leaflet which is quite amusing but effective. Although the Town Council's 'Which Authority' highlights which authorities are responsible for what service, it could be presented in a better way that would 'stick' in residents minds. Richard agreed to obtain a copy from Canterbury City Council.

7. Update on Progress.

- 7.1 The Sub-committee reviewed the top priorities from of the resident survey which were included in the last Council newsletter. Tash reported that no updates had been received on where Council was at on each topic.

- 7.1.1 *Parking.* Justin reported that Ashford Borough Council were piloting auto recognition parking in Ashford and he had asked if this could be rolled out

to Tenterden. Discussions had taken place regarding parking available at the Railway. However, the works are still being considered and a Coach Park installed.

7.1.2 *Potholes*. Sue reported that there were still some significant potholes in Tenterden, however, she has been reporting them and chasing up works. Seren asked if the Town Council kept a spreadsheet of logged problems; Claire reported that any potholes, etc. that are reported by the Office to KCC are kept on a log, but not those that are reported by others.

7.1.3 *Policing*. Sue reported that the Police Forum still meets and, at the meeting held on 25th March 2019, three quite senior members of Kent Police were in attendance as well as one of the PCSOs. Sue had reported that the crime statistics were not up to date and this was discussed at the Police Forum. There had been issues with how crimes were logged on the system and there was an overlap with reporting procedures.

New CCTV cameras – these were due to be installed in March throughout Tenterden, however, no works have happened yet. All the software had been installed at Ashford, but there were issues with cabling. Subsequent to the meeting, the Town Council were informed that the new cameras would start to be installed from Wednesday, 3rd April 2019.

7.1.4 *High Street Regeneration*. A copy of the job description for Ashford' Town Centre Manager had not been received and Claire agreed to email Cllr. Graham Galpin.

7.1.5 *Town Appearance*. Tash commented that the Town is looking and great and it was agreed that now the A Boards were being policed, it has made a difference. Tash suggested an award scheme which would happen outside of the normal Christmas market one to create a buzz between the shops. It was unclear how this could be tackled and at what time of year, maybe seasonal.

8. Any Other Business.

8.1 Sue asked for an update on the sinkhole at the side of White Stuff as residents wanted to use the Millennium Garden. Claire reported that it is in the hands of the Council's insurance company, but the hole had been surveyed with a camera and Claire was awaiting an update.

9. Date of Next Meeting. To be arranged in the new Council year.

Meeting Closed at 8.30 pm.