

South Willesborough and Newtown Community Council
www.swancc.org.uk

**Minutes of the Ordinary Meeting of the above Council held virtually
on Monday 4TH January 2021**

1/21 Record attendance and list apologies for absence

In attendance

Present Sue Mullan (SM) (Chair) David Mullan (DM) Paul Bohill (PB) NiroshaThilagarajan (NT) Eric Parkinson (EP) Peter Porter (PP) Johnny Hunt (JH) Nick Cane (NC) Andy Rogers (AR)

Apologies were received from Isabel Smith (IS) Kent Police

Also in attendance: Rob Woods (RW) and Sarah Evans (SE) (clerks) Peter New (PN) - Kent Police Volunteer & Neighbourhood Watch Manager

2/21 Declarations of pecuniary, other significant or voluntary interest

There were no declarations of interest

3/21 Agree Minutes of the last Council meeting and sign

The Minutes of the last meeting were agreed as a true record of proceedings and signed
Proposed DM - Seconded EP

4/21 Meeting adjourned for members of the public to raise questions on items on the agenda and to give Councillors the opportunity to question co-option candidates

The meeting adjourned at 7:03pm and reconvened immediately

5/21 Receive reports from Borough and County Ward Councillors

AR reported on traffic measures in SWAN area to accommodate the number and flow of lorries exiting the temporary lorry facility on Waterbrook Park and that orders had been submitted to remove graffiti in the Newtown Road rail underpass and from the street name signs and footpaths in the Turner Close- Alfred Road area.

6/21 To discuss an interim report from the Clerks on crime reduction measures and agree

The Chair invited PN to contribute to a discussion on a previously circulated report

Resolved: It was proposed by NC, seconded by PB and approved unanimously to endorse the following: -

- 1) That the Council in partnership with PN takes a lead in recording and reporting crimes in the SWAN area
- 2) That the Council works with the Police to identify and examine the options for providing greater reassurance to our residents over the longer term.
- 3) That the Council a) develops its relationship with the Neighbourhood Watch Organiser to communicate the scheme's benefits to all SWAN residents and to increase awareness and member sign-ups and b) develops its relationship with the Ashford Partnership Against Crime to communicate that scheme's benefits to SWAN businesses
- 4) That the Communications Working Group in conjunction with the Clerk(s) controls the number and form of crime reduction communications to ensure an appropriate balance between all six of the Council's stated objectives.

Actions

- 1) PB/PN liaise on the means of collating information and incident reporting
- 2) PN provides information to Members on how to contact the Police

7/21 To receive and note the draft minutes of the Finance and General Purposes Committee of 14th December 2020

The Minutes of the meeting were circulated in advance and noted without comment
Proposed JH – Seconded NT – Agreed unanimously

8/21 To receive and note the draft minutes of the Planning and Highways Committee of 16th December 2020

The Minutes of the meeting were circulated in advance and following a question from PP on parking requirements, they were noted without comment
Proposed PP – Seconded DM – Agreed unanimously

9/21 To receive and note an update from the Communications Working Group

PP updated members of the progress of the Community Plan and the next Council newsletter
Resolved: By unanimous agreement to

- a) endorse the work undertaken by the group
 - b) note the engagement of, and feedback from, residents in Phase 1 of the Community plan process
 - c) note that Phase 1 of the Community Plan is complete and that Phase 2 has started
 - d) endorse the projected timescales for the production of the Community Plan and the Council newsletter (Covid19 dependency)
 - e) produce the newsletter in both hard and digital versions subject to budget
Actions
- 1) RW/SE/NC to liaise with businesses, groups and charities in Phase 2 of the Community Plan process
 - 2) All – send any news items to NT by Friday 8th January 2021
 - 3) RW/SE Further update on Community Plan at next meeting

10/21 To receive and note an update from the Community Assets and Management Working Group

Noted that a meeting has been convened on Wednesday 6th January 2021

11/21 To consider the revised Grants and Donations Policy and adopt

A revised Grants and Donations Policy was circulated in advance of the meeting

Resolved: by unanimous agreement to adopt the revised Grants and Donations Policy

Action: RW/SE to publish the policy

12/21 To receive a report from Cllr Cane on Spring Clean 2021 and agree actions

NC presented a verbal report informing members that Spring Clean 2021 had been cancelled due to Covid 19 considerations but noted that the Council could arrange its own event subject to budget and health and safety issues

The report was noted - Action: NC to explore options with RW/SE

13/21 To discuss the impact of recent flooding and agree future actions

AR reported that Ashford Borough Council had been asked to clear mud and debris from the area affected by the recent flooding

DM reported that water started to flow away when run-off holes under the “Asda underpass” were unblocked

Agreed unanimously: such reactive measures are welcome but the Council should write to the Environment Agency with the evidence that proactive alleviation of the flooding is seen as one of highest priorities for SWAN residents

Action- RW/SE to draft a letter to the Environment Agency for initial consideration by the Planning and Highways Committee

14/21 Correspondence/E-Mail correspondence received

a) Proposed Stour Valley Regional Park

Noted that SWAN was outside the proposed park boundary but it was agreed members would like more information on the possibility, advantages and disadvantages of extending the boundary to the SWAN area

Action RW/SE to seek further advice from Ashford Borough Council and the project Coordinator with a view to bringing the item back to the next meeting

b) Climate Adaptation Survey

Agreed RW/SE/NT to organise a virtual meeting to complete the survey

c) Any other items of an urgent nature received before the meeting date

SE reported on an urgent request to comply with Government Covid health and safety legislation and the draft risk assessment circulated in advance of the meeting

Agreed unanimously that the risk assessment should be adopted and the Chair should sign it

Action RW/SE to publish the assessment in accordance with Government instructions

15/21 To agree date of next Council meeting as 1st February 2021 and items to be included on the agenda

1st February agreed

Items to be included – Community Plan progress, Stour Valley Regional Park update, Newsletter

16/21 Forum for exchange of information between Councillors

AR reported that he had ABC member grant money available for projects in the SWAN area

There being no further business, the Chair closed the meeting at 8.29pm

Signed _____
(Chair)

Dated ____/____/____