

South Willesborough and Newtown Community Council
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**Minutes of the Ordinary Meeting of the Council held on Monday 7th
February 2022**

The Chair opened the meeting at 7:01pm.

15/22 Record attendance and list apologies for absence

Present Sue Mullan (SM) (Chair) David Mullan (DM) Peter Porter (PP) Jacky Godden (JG from 7.55pm) Andy Rogers (AR) Andy Hodges (AH) Eric Parkinson, (EP) and Paul Bohill (PB from 7.10pm)

Apologies were received from Councillors Nirosha Thilagarajan (NT) Steve Campkin (SC) Peter New (PN) (Neighbourhood Watch) and Mark Goodman (ABC)

Johnny Hunt's unexplained absence was not approved

Also in attendance: Sarah Evans (SE) Rob Woods (RW) and 3 members of the public

16/22 Declarations of pecuniary, other significant or voluntary interest

None recorded

17/22 Agree Minutes of the Extraordinary Council meeting of 10th January 2022 and sign Resolved: Proposed EP Seconded DM and agreed unanimously as a true record

18/22 Agree Minutes of the Ordinary Council meeting of 10th January 2022 and sign Resolved: Proposed PP Seconded DM and agreed unanimously as a true record

19/22 Meeting adjourned for members of the public to raise questions on items on the agenda - The meeting was adjourned and immediately reconvened at 7.05pm

20/22 To receive reports from PCSO Jones and Peter New (Neighbourhood Watch)

PCSO Jones was unable to attend the meeting and did not submit a report

At PN's request the Community Council Manager read out the key points of his report noting the further expansion of the Neighbourhood Watch scheme to Curtis Road and the key focus areas for preventable and avoidable crimes, including sheds, outbuildings etc, domestic oil tanks, doorstep deliveries, dog theft and catalytic converters. There was also reference to both online and local scamming.

21/22 To receive a verbal presentation from Mark Goodman, Environmental Contracts & Enforcement Manager, Ashford Borough Council

Mr Goodman apologised for his absence due to illness.

Agreed the presentation should be deferred to a future meeting

22/22 To receive reports from County and Borough Ward Councillors and KALC representatives

In SC's absence the Chair read out his report which included the continual reporting of potholes and blocked drains identified from Ward Walks, the current focus on KCC budget and the proposed 2.99% Council tax rise, and the approval of two SWAN funding bids that he and his Council member colleagues supported. One for a Happy to Chat Bench and the other for a defibrillator to be installed at the Alfred Arms £1809.60 in total

AR reported on

- a) The successful ABC funding bid made with his support for a second Happy to Chat bench and encouraged the SWAN Council staff to seek further funding opportunities.
- b) A new opportunity for ABC to start the Newtown Railway Works development using Levelling Up award funds.
- c) Assurances from ABC that Section 106 funding identified at the time of the Newtown Railway Works Planning approval in 2020 would be honoured.
- d) His concerns about a potential rural parish bias in the conduct of KALC's area committee meetings which may need further discussion.

23/22 To confirm and record the decision to purchase 450 commemorative Jubilee medals for distribution to schoolchildren at East Stour School and consider the establishment of an earmarked reserve of £1630 for that purpose.

Having canvassed members by e-mail due to a short order deadline.

Resolved:

- a) **To confirm and record the unanimous decision to purchase 450 Platinum Jubilee commemorative medals and,**
- b) **Given the supplier cannot commit to provide an invoice in 2021/22, an unanimous decision to vire £1630 underspend from the current projects budget to an earmarked reserve.**

24/22 To consider outstanding planning applications and agree response to Ashford Borough Council

- a) **19/01476/CONB/AS Newtown Railway Works, Newtown Road, Ashford, Kent, TN24 0PN**

Discharge of conditions; 3(Phasing to be agreed), 4(Dust management), 6(Wheel washing), 33(Highways condition) and 49(Ecological - Bats)

Proposed DM Seconded EP and agreed unanimously to support

- b) **21/02149/AS L'Artisan du Chocolat, Site G, The Long Barrow, Ashford, TN24 0GP**

Change of use of the existing ancillary warehouse to Classes E(g)(iii)/Class B2

Proposed DM Seconded EP and agreed unanimously to support

25/22 To receive and note the draft minutes of the Finance and General Purposes Committee of 27th January 2022 and consider its recommendations

Resolved: The minutes of the meeting were noted without comment.

Recommendation 1 – To accept Ashford Borough Council's offer to supply and plant hedging and trees in and around the Gas House Fields allotments and not to purchase complementary fruit trees

Agreed unanimously subject to further information on the survival rate of hedge saplings and the advice of the Borough Council's Tree Officer (Action Clerks)

Recommendation 2 - To endorse a revision of a draft consultation document prepared by Ashford Borough Council on the future of the Stirling Road Play Area (Appendix 1)

Agreed unanimously for the following reasons

- 1) A more succinct introduction was needed
- 2) The inconsistent use of key words "open space" and "green space"
- 3) The questions posed in the questionnaire could be construed as an attempt to legitimise ABC's play strategy and their investment in newer play areas on Newtown

Green and Bulleid Place rather than seeking opinion on the rationale for, and aftermath of, its decision to remove equipment from the Stirling Road site.

- 4) The prime focus should be on families with or caring for children but still giving households without children, the opportunity to comment

Following a discussion on a draft revision as proposed by SWAN Community Council, **Members unanimously agreed to the following amendments**

- a) **An introduction to read "Good morning/afternoon.**

We're from Ashford Borough Council and SWAN Community Council (change details to suit).

Several months ago, the equipment in the green space near to your property was removed for safety reasons on the instruction of Ashford Borough Council's Insurers

We are now seeking your views on the future use of the space

If you have a spare five minutes would you be happy to answer some questions we have put together?

- b) **Question 2 to read "Are there any children currently living or cared for at this address"**
- c) **Question 6 to read a) Replace the equipment and continue using it as a play area b) Leave as a green space c) Anything else?**
- d) **Note error in numbering – box number 8**

Recommendation 3 - to endorse an amendment to Clause 2.1 of the Delegation Scheme to read "To seek, apply for and accept grants or other funding for Community Council projects"

Following a short verbal report of the Community Council Manager

Resolved: Agreed unanimously

26/22 To receive an update from the Communications Working Group with recommendations

Cllr Porter reported on the Communications Working Group meeting of 17th January 2022 including two recommendations to Council

Resolved: Agreed unanimously

Recommendation 1 – Communications Working Group to prepare a welcome letter to new residents of the Klondyke Works development.

Resolved: Agreed unanimously

Recommendation 2 – Having been circulated in advance, to endorse the format and content of the draft Winter 2021/22 newsletter subject to review by SM and JG in NT's absence.

27/22 To receive an update from the Events Working Group with recommendations

Cllr Sue Mullan reported on the Events Working Group meeting of 17th January 2022 including the following recommendations to Council to support the SWAN YFC Platinum Jubilee beacon lighting arrangements. :-

1. **The beacon is lit on the front field at SWAN YFC to allow visitors, to watch from the central path and the rear 2 fields which can be accessed safely and easily from the Cudworth Road entrance and then also viewed from the Salvation Army Hall. (action SE)**
2. **To ask the Salvation Army Hall to open their facility to be a meeting point for the event to start. To provide disabled access by their rear garden, a warm place if needed, and to provide access for kitchen and toilets facilities. (action SE)**

3. To investigate if the School Choir would sing the National Anthem and read the poem written specifically for the Queens' Coronation. (Action SE)
4. The Invicta Singers be invited to the Street Party event rather than the Beacon Event as previously discussed as that will be a larger event. (Action SM, and JG SE to give list of songs from Buckingham Palace Concert and 70 yrs for Invicta Singers to consider.)
5. To investigate if the protocol will allow for local musicians rather than a Piper at £350. To create a more community, feel. If so, to ask the Salvation Army Band to play the protocol songs given in the upcoming Beacon briefing from the Palace. (Action SE)
6. To investigate a commemorative item that could be considered for the children at the Primary School to mark the event. (Action All members of the EWG)
7. To ask Cllr AH to enquire with regard to photographers for this event.
8. To refer to CWG to advertise.
9. To consider using the EWG budget to fund refreshments - drinks and cups.
10. Organise a litter pick the next day (Action JG)
11. To ask the SWAN Centre to open the building in order that the St Barnabus Bell can be rung for the lighting of the beacon (Action SE to ask SWAN Community Centre) .
12. To consider a smaller commemorative item for partakers on the Jubilee event and staff at the school subject to budget

Action:- All members to consider and investigate the possibility of a commemorative coin or item.

A discussion followed on these items

Resolved: All recommendations were agreed unanimously

28/22 To consider a report of the Community Council Manager on Parking on Mead Road and Gladstone Road.

Members considered a report circulated in advance and discussed the issue at hand and the recommendations made.

Resolved:

1) Gladstone Road and Mead Road would be looked at as part of the next stage of the Street by Street analysis

2) The following of the recommendations made in the report were agreed

1. Write to Ashford Borough Council to request further action from the Civil Enforcement team
2. Ask Ward Cllr to lobby Ashford Borough Council to take further action on the area.
3. Raise the points of this report as an item with the Members of Ashford Borough Council written to regarding overarching concerns on Parking in the SWAN area as and when they respond to invite SWANCC meeting.
4. Follow up the action from Planning and Highways Committee Minutes and write again to KCC to review the one-way system on Gladstone Road and Mead Road.
5. Delegate P&H Committee to again revisit the SWAN Highways Improvement Plan with KCC.
6. To note the outstanding objection SWANCC has placed for Planning Application 432 for a hot food takeaway on Gladstone Road which clearly notes the impact on safety this would have also.

7. To investigate the function and capacity of Speedwatch at present and ask if Gladstone Rd could be monitored for speeding and volume of traffic to gather an evidence base for lobbying actions.

29/22 To consider a report of the Community Council Manager on footpath access along Railway path in South Willesborough

Members considered a report circulated in advance. Following a discussion,

Resolved: unanimous agreement to the following

- 1) To request Aspire to tidy the vegetation and overgrowth on the Pavement, particularly between the bridge and the bus stop.
- 2) To write to Network Rail to ask that the rail side is tidied and litter picked
- 3) To review as an ongoing item and particularly during reinstated Ward walks post Covid19.

(Action Ward Councillors and Clerks)

30/22 To monitor and note the Council's performance

Members considered a report, circulated in advance, updating the achievements, progress and dependencies of the Council's Community Plan commitments to the end of March 2022.

Resolved: Noted without comment

31/22 To agree a date, time and venue for defibrillator training

Following a verbal report of the Community Council Manager,

Resolved: unanimous agreement to request the use of Salvation Army Hall, Cudworth Road on a mutually convenient date and time for PB/JG/DM/NT and RW to participate with members of the public and staff of the Alfred Arms and Albion.

32/22 To agree the categories for the proposed SWAN community awards and the terms of reference of an Awards Panel and consider the link with the KALC Awards

Members discussed a report circulated in advance.

Resolved:

- 1) **Unanimous agreement to the Award Categories**
 - i. **Outstanding Contribution to the SWAN area**
 - ii. **Young person of the year (18 and under)**
 - iii. **Community Business of the Year**
- 2) **Unanimous agreement to the creation of an Awards Panel of up to 6 Councillors with a Quorum of 3 comprising**
 - i. **Chair of the Council**
 - ii. **Vice Chair of the Council**
 - iii. **Chair of Finance and General Purposes Committee**
 - iv. **Chair of Planning and Highways Committee**
 - v. **One member- South Willesborough Parish Ward**
 - vi. **One member - Newtown Parish Ward**
- 3) **Unanimous agreement to the Terms of Reference of the Awards Panel – Role - to review and assess the award nominations and recommend winners of each award category to Council**

The Panel to have no spending powers.

The Awards to be presented at either the Annual Meeting of Electors or a specially convened ceremony

The winners to be presented with a certificate and a gift agreed by Council Communications Working Group to launch the Awards via the Council newsletter on remaining page or a separate leaflet if required.

- 4) **Unanimous agreement to agree to the KALC Award however, due to the close deadline for 2022 the Council would not publicise the KALC awards scheme in 2022 but review in 2023**

33/22 To receive urgent correspondence/e-mails

- 1) **Email from landlord in Cudworth Road requesting the Council to write to the owner of 139 Cudworth Road to ask that he/she cuts the hedge at the property (Action Clerks)**
- 2) **Notice of the Mayor's next Environment Day (Agreed JG/SE to attend)**

34/22 To agree the date of the next meeting as 7th March 2022 and items for the agenda Date agreed – Items to include Great British Spring Clean

35/22 Forum for exchange of information between Council members

EP suggested planting a tree for the Jubilee Year over and above those agreed in Item 25/22. Clerks to discuss with Tree Officer

There being no further business the Chair closed the meeting at 9.02pm

Signed _____
(Chair)

Dated ____/____/____