

South Willesborough and Newtown Community Council
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Minutes of the Ordinary Council Meeting held on 18th May 2022

Minutes

The Chair opened the meeting at 7pm

Present: Sue Mullan (SM) Andy Rogers (AR) David Mullan (DM) Steve Campkin (SC) Peter Porter (PP) Eric Parkinson (EP) Jacky Godden (JG) Paul Bohill (PB)

Also, in attendance - Sarah Evans (SE) Rob Woods (RW)

Mark Goodman from Ashford Borough Council and 1 Member of the Public

97/22 Record attendance and list apologies for absence

Andy Hodges, Nirosha Thilagarajan apologies received and approved

Paul Bohill sent notification he would be late due to work commitments approved

98/22 Declarations of pecuniary, other significant or voluntary interest

None

99/22 Agree Minutes of the Council meeting of 3rd May 2022 and sign (attached)

The Minutes of the meeting were agreed as a true record of proceedings and signed.

Proposed AR Seconded EP and agreed unanimously

100/22 Meeting adjourned for members of the public to raise questions on items on the agenda (This item will last no more than 15 minutes in total)

7:03 pm The meeting closed and immediately reopened.

101/22 To consider the most effective use of the additional precept for SWAN area enhancement ("Handyperson" budget).

A lengthy and considered discussion was had by members who weighed the recommendations from FGP and further considerations required.

Resolved: Proposed PP Seconded AR and agreed unanimously

- 1) That the area enhancements budget would be an additional service to the area.
- 2) To reject the recommendation to only use Contractors and to weigh the costs of employing an individual on an hourly basis for litter picking and small jobs including graffiti cleaning and small repairs.

Accept and endorse the recommendations 1) To provide Community Skips for rubbish which would be well manned and executed in a way to just help the specific roads identified as needing litter and dumped rubbish removing including, Bullied Place, Stirling Road, Possibly the rear of Alfred Place Newtown, Mead Road Bath Road garage area SW and any other areas identified. 2) To consider this as an annual clear up objective. 3) Regular maintenance of the QGC trees, Bus stop planting, raised beds on Alfred Road and Wainwright Place and community garden areas in the SWAN area, weeding of alleyways on Newtown identified as needing maintaining, 4) shiny surface at the Underpass on Newtown Road as requested by PCSO Luke Jones, 5) the bay tree on Gas House Fields, 6) to ask the Allotment Committee to confirm any other areas requiring regular maintenance or clearing of rubbish, 7) to consider with the Environment Champion areas where planting of Spring Bulbs could be beneficial and areas where no mow principles could be applied and supplementary planting for the best features, along Aylesford Stream, 8) to look at the possibility of clearing the abandoned area on Bath Road and improving it subject to Land Ownership clarification.

- 3) To ensure there is labour support to manage the Skips with no white goods, maximise space inside the skip, cover with tarpaulin to prevent overloading or out of area fly tipping, to consider costs of hiring labour to assist with skip filling.
- 4) To do a cost analysis on this for FGP June and then allocate these recommendations so far for the next 12 months
- 5) To consider regular litter picking and waste bins on Moat way and rear entrance to Boys Hall where in the SWANCC ward and to work with Brad at Boys Halls to implement.
- 6) To consider regular litter picking of the play parks with particular attention to Bullied Place
- 7) To consider regular litter picking on the Boulevard and Monument Way due to regular litter left
- 8) To consider more bins or larger bins for the Boulevard, Monument Way and surrounding roads
- 9) To contact Asda to ensure they clear up their own rubbish from the Stream and liaise with Environment Agency.
- 10) To meet with the environment champion to consider further ideas for planting and wildlife protection
- 11) To liaise further with the PCSOs for safety and crime prevention support ideas, including lighting and blind spots.
- 12) To contact both Ashford Borough Council and KCC to clarify their service levels, to contact Cllr Buchanan at ABC to support gathering these items and the plans in hand.
- 13) To liaise with McDonalds on rubbish management
- 14) To liaise with businesses on the Orbital Park and to review the area to ensure overgrown vegetation is managed and paths are accessible.
- 15) The further review feedback from residents' consultation for area enhancements to consider more benches and other items highlighted.
- 16) Agreed to 2 walks by 3 Councillors by the end of May of South Willesborough and the Orbital Park area and to report back to the Clerks by the end of May findings for area enhancements
- 17) To have costings for the further suggestions and an analysis of contractor over employed staff for FGP in June.
- 20) To write up the proposals as a whole so far and feed in the information from the 2 Ward walks and information from ABC and KCC as gathered.

Actions 1) DM, JG and AR to walk South Willesborough, 2) PP, DM and SC (if available) to walk Orbital.

Actions 1) Clerks to contact ABC and KCC re service levels and liaise with Cllr Buchannan 2)

To review all the needs discussed and produce a costings analysis for the recommendations endorsed from FGP for Newtown area and to then work with FGP to allocate them for 12 months.

3) To write up the proposals as a whole so far and feed in the information from the 2 Ward walks and information from ABC and KCC as gathered.

7:40pm PB joined the meeting

MG joined the meeting at 8:05pm.

102/22 To receive a verbal presentation from Mark Goodman, Environmental Contracts & Enforcement Manager, Ashford Borough Council

MG advised Council of a restructure in his department which was now Environment, Land Management, Leisure and Sport. He advised of the different services and their functions and advised Elaine Harding is the Contract Monitoring Officer for the SWAN officer.

MG listened to councillor questions and gave knowledge and considered answers.

MG advised on the arrangements with Biffa and the street cleansing services offered. As well as advising on litter picking services and support for the voluntary workers. MG advised Councillors

that ABC were reliant on voluntary litter pickers to maintain the Borough. MG also confirmed if SWANCC hired an hourly rate litter picker on a regular he would arrange for ABC to remove the collected waste.

That a large issue was alleyways which litter crews do not always access due to only collecting from areas adjacent to highways and that these alleys are also a fly tipping hazard caused by moving tenants and often targeted due to their out of sight location.

MG also advised the Council that if it is considering supporting waste management in the area the best options would be to add double logo bins for rubbish and dog foul and to provide regular litter picking and feedback for deep cleansing on street where required. To press forward with educating the public on changing behaviour and to ensure the SWANCC participates in the consultation for KCC Municipal Rubbish Area by July.

103/22 To receive an update from KALC representatives.

AR gave an overview of the KALC meeting and noted the update from Chief Inspector Sparkes, crime back to pre Covid levels across the area violent crime has increase along with exploitive crime, auto crime and ASB and drugs related crime has gone down burglary has remained the same. CI Sparkes requested photos of graffiti issues with tags as it makes it potentially easy to identify culprits. Simon Cold Planning advised of clearance week 23rd-27th May 2022. Review of Local Plan and Stodmarsh situation will not be completely alleviated by the wetlands at Brompton Bikes, this is an ongoing issue, any applications regarding accommodation even overnight accommodation will need to fit into plans to manage the run off into the Stour, Wetlands take 2 years to acquire land and 2 years growing seasons before they have an impact environmentally. Feedback on the Southern Water flushables was that it was more rural areas with older insufficient smaller drainage,

104/22 To receive recommendations from the Events Working Group Resolved Proposed EP Seconded DM Agreed Unanimously

Annual Electors Meeting Recommendations

1. Format as per November 2021 with addition of Signing minutes and items pertinent to the area.
2. Add an invite to David Smith to speak, Andy Rogers ABC and Steve Campkin KCC confirmed.
3. Peter New confirmed.
4. Silver tables at side of hall for refreshments with urn and tea and coffee.
5. To agree the purchase of Refreshments for 50 people, cakes and biscuits and disposable cups if needed.
6. Invite Groups to be interviewed by AR.
 - BGFC
 - South Willesborough Warriors
 - Be Elite Under 7s
 - Swan Farm
 - Salvation Army
 - WI
 - School
1. Certificate of thanks to Stefan Heathfield
2. Council to consider award for Sue Williamson received
3. Boards to advertise the Jubilee with Flyers, what we've done with pictures of Defibs, Benches, Wheels, Living Bus Stop and Allotments work, Craft fair and Community Plan update as per newsletter most recent.

Agree Date for Carol service

11th December 2:30pm

Format as agreed last year.

105/22 To consider an update on Suppliers for the Jubilee Event and agree

The CCM gave a verbal report with recommendations to update members

- 1) Toilets arriving Wednesday 1st June 2022, recommendation that locks would be required and to enquire if Hera fencing available to secure, to review the waiver for the insurance and pay,
- 2) Staging available at £500 plus VAT and would be built the night before and size 16ft and 2ft from ground with handrails and rear rails. Recommendation Security for staging overnight.
- 3) First Aid quotes 2 had been received BMAS £546 Ken Hopkins £600 +VAT, recommendation BMAS
- 4) Bouncy Castle may not be possible as insurance issue as an operative was not provided with Bouncy Castle and this affects safety and creates serious risk. Recommended not to sign contract and if a Bouncy Castle without an operative cannot be secured to allow the event to progress without this item or to hire an operative and any further power needed to allow this to be in place.
- 5) That PA is being provided by Salvation Army but a generator is required -Recommendation to hire a generator
- 6) Tea and Coffee is being supplied to review costs so far and if any further costs were available to put them towards subsidising tea and coffee and agree this amount via email with FGP.
- 7) The Green will be mown 30 May 2022.

Resolved Agreed Unanimously recommendations 1 – 6 and recommendation 7 subject to the mown grass clippings being collected.

106/22 To agree advertising on Social Media for Jubilee

Resolved: Agreed Unanimously To post the design from Dor 2 Dor daily at 6pm from now until the Jubilee To add a we need you post with corresponding graphic for the Human Image, to use the photos from the advert to maintain interest, to sponsor the advert with £20 credit and matched credit of £20 from Facebook and target it to residents of SWAN area and groups the Council page belongs to.

107/22 To confirm the date of the next meeting as June 6th and any further items for the Agenda.

Date agreed as 13th June 2022

Items for Agenda

Support for those on low incomes and struggling with rising costs in the area and town. Which can be signposted to residents. EP

To investigate if Council could provide collection points to support these initiatives. AR

To consider houses with broken down frontage and what community support is available. PB

108/22 To agree nominations for SWANCC Award

The Clerk reported on a nomination of Sue Williamson for the Outstanding Community Award and read the award nomination to members and it was discussed.

Resolved Proposed SC Seconded AR Agreed Unanimously to award.

109/22 To agree to appoint RW as Responsible Finance Officer under section 151 of Local Government Act

Resolved Proposed AR Seconded DM Agreed Unanimously

110/22 To receive urgent correspondence/e-mails

- a) Planning Mast Appeal
- b) Ashford 180 Celebrations
- c) Simon Cole update on planning clearance week
- d) East Stour School update on Council visit to school assembly Action SM, DM, PP, EP and SE to attend.
- e) 2 items were forwarded to by the Chair confidential section of the meeting

111/22 Forum for exchange of information between Council members

Posters will begin to be put up Sunday at 2pm meet at the Alfred Arms

Community Plan Update will again be on the Agenda from June 2022

Confirmed Carol service 2:30pm 11th December 2022

NT will be stepping back from Events Working Group for the next Quarter due to work commitments

The Coins and Bookmarks have arrived and examples were circulated

Micro shade sign on issue caused some errors on documents being updated and this would be amended this week.

Clean for the Queen 3rd June at SWAN Farm.

112/22 To agree under Section 12a of the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the public from the following part of the meeting. To allow members to discuss matters both of a confidential and personal nature

Agreed Unanimously

Confidential Correspondence 2 items were discussed and replies agreed.

First item Correspondence from Council Solicitor action dates were noted.

Second item Facebook posting on Council page breaching Allotment terms and conditions – action letter to be sent with 24 hours’ notice and signed from the Council not the CCM.

113/22 To receive the recommendations of Honours Working Group

- 1) To action the CCM to write to Damian Green to support the application on grounds of its merit.
- 2) To action DM and PP to contact those who would be able to provide detailed information on the working history of nominee and the charitable and Community Contribution he has made, in as confidential manner as possible and approach those considered for Letters of Recommendation
- 3) To action DM and PP to write the nomination as required by the guide supplied to support applications and submit a final CONFIDENTIAL draft to Council hopefully in October 2022.

Resolved Proposed AR Seconded DM Agreed unanimously to endorse the recommendations.

114/22 To receive the draft minutes and recommendations of the Staffing Committee.

The Chair of Staffing Committee explained the reasons for the proposed staffing adjustments and recommended their endorsement by Council. Members discussed a memorandum of understanding for the division of responsibilities for Clerks until December 2022 with a review September 2022.

Then a further adjustment from January 2023 when RW will retire from current post, but continue as RFO at 15 hours a month, and an Allotment Officer will also be hired for 15 hours a month. The costings were also discussed which would remain as at present or be lower.

Resolved Proposed EP Seconded JG Agreed Unanimously to endorse the recommendations

There being no further business the Chair closed the meeting at 8:49pm

Signed _____

Dated ____/____/____(Chair)