

South Willesborough and Newtown Community Council

www.swancc.org.uk

Minutes of the Ordinary Meeting of the Council held on

Monday 2nd October 2023

October 2023 Minutes

The Chair opened the meeting at 7pm

In attendance Cllr Sue Mullan Chair (SM) Cllr David Mullan (DM) Cllr David Smith (DS) Cllr Paul Bohill (PB) Cllr Steve Campkin (SC)

Also, in attendance; Sarah Evans Community Council Manager (SE) Major District Commander Mark Herbert (MH) and 4 Members of the Public.

171/23 Record attendance and list apologies for absence

Apologies were received from Cllr Andy Rogers, Cllr Andy Hodges and approved Apologies from Cllr Nirosha Thilagarajan and Cllr Eric Parkinson retrospectively.

172/23 Declarations of pecuniary, other significant or voluntary interest

None

173/23 Agree Minutes of the Council meeting of 4th September 2023 and sign (attached)

It was Proposed DM and Seconded PB that the Minutes presented at the meeting were a true record of proceedings and the Chair Signs them.

174/23 To receive reports from

- a. KCC Cllr
- b. KALC representatives
- c. Observer to the Newtown Railway Works Development
- d. Police and Neighbourhood Watch representatives,
- e. Swan Centre representative
- f. Ward Cllrs

A, SC KCC Cllr advised he had been working with the Community Council on the Highways Improvement Plan, that he was working with KCC on a number of potholes in the wider Willesborough area and KCC Cllrs were working on the Budget for 2024 2025.

B SM advised that there were no new updates from the KALC Area Committee and the next meeting would be in November 2023.

C AR sent a report which was read verbatim and will be in the Appendix to these Minutes.

D Peter New sent apologies due to ill health, and his report was read verbatim and circulated for Members of Community Council.

E PB advised the AGM for the SWAN Centre would be held at the end of October and the Advertising Poster was on all the Community Noticeboards.

F Apologies were received from Cllr Al Arnold Ashford Borough Council, his report was read by SC and advised Case Work was being completed, Planning Application 63 Gladstone Road had been called into the Committee for Public Scrutiny. That the broken trees and overgrowth at Frog Orchard were being reviewed as this is a Community Orchard and Ashford Borough Council only mow the grass. Considerations for a Food Forest to add fruit trees and manage the area were in progress.

It was requested by SE that Cllr Arnold request that the brambles and shrubbery at the left turn of Mead Road onto Newtown Road to prevent a traffic accident due to poor visibility.

PB left the meeting at 7:24pm and returned at 7:26pm

175/23 To receive an update from Major Divisional Commander Mark Herbert of the Salvation Army on the need for contingency space for the Salvation Army Ashford to facilitate the ongoing running of the Community Programme and consider how SWANCC can best represent this and agree actions

Major Divisional Commander Mark Herbert advised Members of the Salvation Army unwavering support to the Community Programme in Ashford. He advised that renovation work was required on the Hall and its facilities. To prevent the Community Programme from being paused a contingency space was required for 4 -6 weeks.

Resolved:- Agreed unanimously to investigate with St Marys Willesborough the possibility of contingency space and collaborative working, Investigate with Ashford Borough Council if the Council are able to provide any space for the projects. To forward details of the grants available with Ashford Borough Council for refurbishment work.

SE:- To forward details and links for above items to Lauren Corbett at the Salvation Army.

SC:- To follow up with Ashford Borough Council for possible community spaces.

176/23 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)

The meeting was adjourned at 8:10pm with no questions from Members of the Public and immediately reopened at 8:11pm.

DS left the meeting 8:11pm

177/23 To review a report of the Community Council Manager regarding the Collaborative working meeting with Ashford Borough Council Neighbourhood Services Team and agree actions Cllr D Mullan

Members discussed a previously circulated report and DM gave a comprehensive overview of the items discussed. SC advised Cllr Arnold at Ashford Borough Council had also raised the need for repairs to the front door locks of several blocks of flats on Newtown and this was being investigated.

Resolved: Proposed DM and Seconded SC and agreed unanimously to raise a request with the Neighbourhood Services Manager and the Housing Officer for Newtown to request the reinstallation of the play equipment on Stirling Road and to request an investigation into refurbished play equipment. To clarify S160 funding available and possible funding from Ward Cllrs and SWANCC. To copy this request to Ashford Borough Councillor Kate Walder.

Action SE to draft letter for November Council Meeting.

DS returned to the Meeting 8:14pm

178/23 To consider a report of the Community Council Manager on Community Value Assets for the protection of the rural feel of SWAN and Community Spaces and agree actions. Cllr D Smith

Cllr Smith raised concerns for the protection of the Spinney and Bushy Royds which were deemed to be suitable for building on at the Last Call for Sites by Ashford Borough Council and that he was concerned that these areas are essential to protect the rural feel of SWAN. Members considered a previously circulated report on the process for Community Value Assets and considered these areas along with the Salvation Army Hall and SWAN Centre for Community Space.

Resolved: Proposed DS and Seconded PB and agreed unanimously to delegate the item to the Planning and Highways Committee for further consideration and to agree recommendations to come back to Council

179/23 To receive and note the Minutes of the Planning and Highways Committee September 2023 and consider recommendations to Council Cllr A Rogers

Resolved:- Proposed PB and Seconded DM and Agreed Unanimously 1) To receive and note the Minutes of the Planning and Highways Committee 2) To accept the following recommendations to Council

- 1) To write to the Planning Department for S106 funding consideration for the Newtown Resident Parking Zone need. 2) To write to KCC regarding the removal of the motorbike barriers in SWAN on the grounds of safety and disrepair. 3) To include the details on how to renew or replace permits with UKCPM in the newsletter. 4) To write to PC Josh Wheatley to raise the need for enforcement in Belmont Place and Wainwright Place for the misuse of motorbikes and e-scooters in the area. 5) To consider accepting the cost for the installation of a knee rail on the verge which is not preventing parking on Kings Prospect. If agreed to seek permission from KCC. 6) to Council to write to the Planning Officer and the Development Company requesting that the fence is maintained for site security and protection as well as car parking management.

180/26 To consider draft letters following the recommendations from the Planning and Highways Committee and agree. Cllr A Rogers

Resolved:- Agreed Unanimously to the sending of the draft letters subject to amending Yours Faithfully to Yours Sincerely. To follow up the S106 enquiry letter with a further reminder in 2 weeks to ensure it is acted upon.

Actions SE to send letters and reminders.

181/23 To receive and note the Minutes of the Finance and General Purposes Committee September 2023 Cllr A Rogers

Resolved:- Proposed DM and Seconded PB and Agreed Unanimously to receive and note the Minutes of the Finance and General Purposes Committee.

182/23 To consider the External Auditors Report for 2022 2023 and agree any actions

Resolved:- Proposed PB and Seconded SC and Agreed Unanimously to receive External Auditors Report that the Council should have no concerns that relevant legislation and regulatory requirements are being met but should ensure that the Internal Audit takes place before the AGAR in future.

(Action SE CCM)

183/23 To agree the new finance contract provider for the Copier Lease hire in the SWAN Office

Resolved:- Proposed DM and Seconded PB and Agreed unanimously to accept the New Contract with PEAC for the Copier Lease Hire in the SWAN Office.

184/23 To agree the attendance of the Community Council Manager to the Annual KALC Finance Training Conference

Resolved:- Agreed unanimously to the attendance of the Community Council Manager to the Annual KALC Finance Training Conference at a cost of £84.00.

185/23 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 of a confidential nature

Resolved:- Agreed Unanimously to close the meeting to Members of the Public at 8:20pm

186/23 To receive an update on the considered SWAN management of the Car Parks on Newtown. Cllr P Bohill

Resolved: Proposed PB and Seconded SC and agreed unanimously to ask Ashford Borough Council for a Copy of their Parking Management Polices and Appeals Process. To lobby Ashford Borough Council that SWANCC is consulted with for any re-engineering process of Parking Management in the area.

The meeting was reopened to Members of the Public at 8:35pm.

187/23 Urgent Correspondence

- 1) Invoice for Boston Bulbs payments

- Agreed Unanimously to pay invoice.**
- 2) Invoice for Kent Office Supplies**
 - Agreed Unanimously to pay invoice.**

SC left the meeting at 8:40pm and the Chair adjourned the meeting to await his return

SC returned at 8:46pm and the Chair immediately reopened the Meeting.

188/23 Forum for Exchange

SE advised of the successful hire of SWANCC Assistant Emilia Kowloski over the Summer Recess, and that Emilia has now been hired by KCC as the Parking Intelligence and Business Innovation Officer. All Members sent congratulations to her.

189/23 To agree the date of the next meeting Monday 6th November 2023 and items for the Agenda

The date of the next meeting was agreed at Monday 6th November 2023.

PB proposed the Living Bus Stop for the Agenda.

There being no further business to discuss the Chair closed the meeting at 20:57pm.

Signed Chair _____

Date _____