

South Willesborough and Newtown Community Council

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Minutes of the Ordinary Meeting of the Council held on

Monday 8th January 2024

January 2024 Minutes

The Chair opened the meeting at 7pm.

In attendance Cllr Sue Mullan Chair (SM) Cllr David Mullan (DM) Cllr Eric Parkinson (EP) Cllr Andy Hodges (AH) Cllr Paul Bohill (PB) Cllr Steve Campkin (SC).

Also, in Attendance, Ward Cllr Sojan Joseph, Peter New Neighbourhood Watch (PN) 3 Directors from Ashford International Development Company Andy Miles , Hugh Evans and Paul Mckenner, Sarah Evans Community Council Manager (SE CCM) and 5 Members of the Public.

01/24 Record attendance and list apologies for absence

Apologies were received from Cllr Andy Rogers, Cllr David Smith and Cllr Nirosha Thilagarajan and approved.

02/24 Declarations of pecuniary, other significant or voluntary interest

AH declared an interest in item 13/24

03/24 Agree Minutes of the Council meeting of 4th December 2023 and sign (attached)

It was Proposed SC and Seconded DM that the Minutes were a True Record of the Meeting and Chair signs them.

04/24 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. Ward Cllrs**

- a) SC advised he had no report on KCC however he advised that sad passing of Mr Ian Stevenson from North Willesborough Forum. SE CCM advised that Mr Stevenson was an incredible force in the Community Forum and the progress he had made for North Willesborough was substantial particularly as it is not yet a Parish Council.

Agreed unanimously SE would write on behalf of SWANCC to the family of Mr Stevenson on the Councils Mourning Paper and pass on the condolences of this Council.

- b) SM advised the KALC meeting had been informative that there was progress on the new bin collection contract and a further meeting would be held to learn of the details of the service

to be provided which she would attend on 25th January 2024 and report back. SM also advised the update on the policing model was again discussed and its progress with raids on crime and action of criminal activity. SM also reported on the update from the Kent Resilience Forum on the reduction of fires in Ashford and 1 week with no fires reported at all. That the Fire Service were proactively supporting vulnerable residents with smoke detectors and carbon monoxide monitor and fire prevention advice.

- c) No update as AIDC are at the meeting.

- d) PN sent apologies for PC Adele Tyrer.

PN gave an overview of the plan for working for 2024, with extensive prevention of crime measure and awareness of crime. PN expressed his concern at the lack of commitment for Prevention of Crime in the Kent Policing Model. CCM SE requested PN advise members of the Neighbourhood Watch Scheme on how best to report abandoned vehicles in his next messages to the Community as a resident had reported abandoned vehicle on Alfred Road and whilst was correctly signposted to the Police reporting method it was confusing with the Anti-Social behaviour message received on the same reporting line.

- e) Ward Cllr Sojan Joseph reported on the briefing members had received on warm spaces in the area, the ECHPF grants and that he had sent this to the SWAN Centre SE CCM advised the Salvation Army had applied and been successful. He also advised on the SGN works and that the details of road closures had been sent to the SWAN office CCM SE advised this had been circulated on the SWANCC website and the Social media channels. He also advised he was still reporting the overflowing public bins and this was followed by SC who advised staff member was on long term sick and work was being followed up by colleagues where possible.

05/24 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 8:11pm

A member of the public raised with Ward Cllr Sojan Joseph that the public bin from the SWAN Centre car park had been removed.

A member of the public asked if there was a defibrillator for the SWAN Centre and SE CCM advised they had been provided with a until which needed to be installed.

A member of the public asked where the new defibrillator would be located and was advised this would be discussed and agreed on that item in the meeting.

The meeting re opened at 8:13pm. Peter New Neighbourhood Watch left the meeting

06/24 To receive a presentation from the Board of Directors from the Ashford International Development Company responsible for the development of the Newtown Railway Works.

Members received a presentation on the site development to date and the extensive archaeological work undertaken to date to preserve the history and heritage of the site. Members were advised the 3 biggest challenges had been the relocating of slow worms to Norman Road, Pigeon waste which was extensive and very difficult to decontaminate and on-site contamination with large amounts of asbestos needing to be handled safely and securely. That the parking provisions were being adjusted to allow for requirements for encouraging the use of public transport and electric vehicle charging, and an amendment to the planning application would be submitted, however the multi storey car parks were still planned to be developed. Members were advised that due to the nutrient neutrality issues no development work on the residential aspect of the site could be carried out but investigations were being carried out on options for dealing with nutrients and phosphates which may allow progress. That the commercial work would be begun when secure investors were in place to prevent unnecessary financial risk.

Andy Miles advised the heaviest site work had now been completed and AIDC were awaiting KCC for Section 278 Highways permissions for single lane traffic to protect the bridges in the area. Water and Gas has been completed but Electric power supply would be an extensive work linking to Victoria Road.

Andy Miles also advised that the residents would be receiving proper communication on the plans and the works as they progress. Members highlighted the fact that a large number of residents rely on paper communication and that the Council still uses paper newsletters to ensure all residents are included in community newsletters and updates.

Paul Mckenner advised the team would continue to attend SWANCC meetings to update on the works and their schedule and would invite Members for an in-person site visit.

No decisions were taken however Members raised the following items:-

- 1) SM thanked AIDC for the significant contribution to the SWANCC Railway Vintage Festival and advised that residents had benefited significantly from the Stand on the day advising of the progress and this helped residents feel part of the journey of the redevelopment.
- 2) DM advised that many residents still have strong family links to the site and its heritage was vital and that Newtown was a model village built as part of the Railway Works and it was important residents were part of the journey and that there was cohesion between the development and the existing community
- 3) PB raised concerns about the vehicular movement the development would require and this was confirmed to be managed through the Section 278 with KCC
- 4) AH advised 66% of roads in South Willesborough and 96% of roads in Newtown had households which had needed rising costs support over 2023 with the Eat Well Spend Less Roadshow and the Hygiene Roadshow SWANCC had facilitated and going forward it was important the whole community benefited from the levelling up Agenda
- 5) SC, SM and CCM SE raised the need for meeting space and creative space in SWAN and the necessary cohesion for the whole community with the developed site. That the Levelling Up Agenda should benefit the whole community.
- 6) SM raised that Gerry Clarkson had proposed the Clock Tower and Adjacent building for SWANCC as a Community Council. Andy Miles confirmed he was aware of this and Paul

Mckenner advised he would investigate with ABC the possibility and what had been offered to SWANCC.

Directors from AIDC left the meeting at 7:45pm

07/24 To consider candidates to Co Opt as Councillors to SWANCC and agree

Resolved:- Agreed unanimously 1) To Co Opt Mr Malcolm Webb as Councillor for SWANCC 2) For Mr Malcolm Webb to sign the Declaration for Acceptance of Office in the meeting and this was duly signed and counter signed by the Proper Officer (SE CCM)

08/24 To review planning applications

a) PA 2023 Proposed Single Storey Extension Kozeome 37 Curtis Road South Willesborough

b) Any further planning applications received up to the date of this meeting

Resolved:- Proposed AH and Seconded SC Agreed unanimously no objection to a) and no objection to OTH / 2023 /2255 T1 Oak Reduction Long Barrow Road Orbital Park.

9/24 To consider a grant opportunity from the British Heart Foundation for a further defibrillator and agree

Resolved:- Proposed AH and Seconded DM and Agreed unanimously 1) That concerns be raised with the British Heart Foundation that the cabinet should be unlocked and that this opens the device to vandalism or abuse, that codes are used on the other cabinets for the devices SWANCC provide and bring the response back to Council. 2) That if this matter is resolved to request the Salvation Army host the device on their property 3) To arrange electrical installation and continuing aftercare with Hopkins + in line with the other devices SWANCC service and provide.

10/24 To consider a small revision to the Precept Calculation for 2024 2025 and agree

Members discussed a previously circulated report which explained The Budget for 2024 2025 was set at £96252 and £6449 Precept Support. However, on preparing an explanation of the increase in the Precept, it became apparent that the income for interest and allotments rents had not been deducted from final Precept Calculation, due to learning a new computer programme. All other information is correct.

Resolved:- Proposed SC and Seconded DM and agreed unanimously to adjust the Precept to £3000 lower than previously agreed and to submit the Precept Request to Ashford Borough Council at £86803.00.

11/24 To agree the December Payments listing and endorse payments agreed by email

Resolved:- Proposed SM and Seconded SC and agreed unanimously to endorse payments to ASL agreed by email for December 23 and January 24 2) To agree all payments on the payments listing.

04.01.2024	£61.43	£12.29	£73.72		Office Print Costs	ASL	Current Account 1 (Main Account)
03.02.2024	£84.99	£17.00	£101.99		Copier Lease Hire	PEAC	Current Account 1 (Main Account)
31.12.2023	£18.00	£0.00	£18.00	02.01.2024	Bank Charges	Unity Trust Bank	50 Current Account E
02.01.2024	£6.00	£0.00	£6.00	02.01.2024	Bank Charges	Unity Trust Bank	50 Current Account E
31.12.2023	£18.00	£0.00	£18.00	02.01.2024	Bank Charges	Unity Trust Bank	65 Account A
31.12.2023	£18.00	£0.00	£18.00	02.01.2024	Bank Charges	Unity Trust Bank	Current Account 1 (Main Account)
12.12.2023	£87.50	£17.50	£105.00	02.01.2024	Office Print Costs	ASL	Current Account 1 (Main Account)

12/24 To consider a Health Check for the new Scribe Accounts System and agree

Resolved:- Proposed SM and Seconded EP to purchase the Health Check for the new Scribe Accounts System.

13/24 To consider the purchase of a monitor and camera for the SWAN Office

Resolved:- Proposed PB and Seconded SC To agree the purchase of the monitor and camera for the SWAN Office with the Council Debit card from Amazon. 2) To accept the quote from LB Electrical for the Electronic Door lock subject to agreement from Hobbs Parker to allow the installation of the camera monitor and door lock.

14/24 To consider the need for a Community Resilience plan and membership of Communities Prepared and Kent Prepared and agree

Resolved Agreed Unanimously:-1) To join Kent Resilience Forum and Communities Prepared to develop a plan, 2) That the Community Council Manager would attend the training courses and circulate the meetings to Members who attend where possible to investigate the requirements as a Council over the next 12 months and invite potential partners to Council meetings to discuss support for the plan and services available and to work together over the Council meetings for 2024 to formulate the plan. 3) To create a resilience plan for the absence of the Clerk in any unforeseen eventuality.

Actions CCM SE to join Kent Resilience Forum and Communities Prepared on behalf of Council, 2) CCM SE to complete training and circulate details of training to Members to join where possible, 3) To feed back to Council on requirements of Plan and to invite

partners to attend Council meeting. 4) To draft with Finance and General Purposes Committee Resilience Plan for CCM

15/24 To consider key objectives plan for 2024 and agree

Members discussed a previously circulated report.

Resolved:-Agreed unanimously to the programme for 2024 and to the following new objectives 1) That AH would be Rising Costs Champion for SWANCC, To consider and investigate a further Eat Well Spend Less Roadshow, 2) To consider to investigate a further Hygiene Roadshow, To investigate a Summer Holidays Free Days Out and Free Entertainment in KENT guide for the Summer Newsletter.

16/24 To consider the draft copy from Interactive M for Community Letter and agree

Resolved:-Agreed unanimously 1) To the draft copy from Interactive M subject to a revision of the pricing in line with the adjusted Precept and to add the SWAN Office address and contact details. 2) To note the new inhouse Interactive M Designer Team Parker.

Action CCM SE to submit amendments and once complete arrange print and distribution with Interactive M.

17/24 Urgent Correspondence

- 1) Invoice from Water Plus for £99.74 agreed unanimously to pay invoice
- 2) Invoice from Royal Mail £106.80 agreed unanimously to pay invoice
- 3) Email requesting a work experience placement for March 2024 agreed unanimously to accept work experience student for SWAN Office.
- 4) Email from Tales on the Tracks updating on Ashford Peoples Library and progress agreed unanimously to congratulate Tales on Tracks on successful 2023 and thank again for support for Railway Vintage Festival.
- 5) Email from resident thanking Council for its work on the successful removal of Motorbike inhibitors and progress on Allotments site. Agreed Unanimously to receive and note correspondence and positive feedback.

18/24 Forum for Exchange

Response from Biffa awaited SC would follow up

Small update on Highways Improvement Plan Email from KCC advising work is in progress

DM advised that car park for Post Office and Store on Newtown Green Road was being used by vehicles and often left overnight leading to restrictive use by staff and shoppers.

19/24 To agree the date of the next meeting Monday 5th February 2024 and items for the Agenda

Agreed Date of next meeting 5th February 2024

New Cllr Mr Malcolm Webb proposed that the pathway for turning left at the pedestrian crossing from the Underpass on Newtown Road be investigated as it is too narrow for wheelchair users. SE advised this would be investigated and either brought to Planning and Highways Committee or Council depending on requirements.

There being no further business to discuss the Chair closed the meeting at 8:57pm

Signed Chair_____

Date_____