

**Minutes of the Sevenoaks Town Council meeting held in the Council Chamber
On Monday 5th October 2015 at 7.00 p.m.**

Cllr S L Arnold, Mayor	Present		Cllr R J Parry	Apologies
Cllr N J L Busvine, OBE	Present		Cllr E Parson	Present
Cllr J M Canet	Present		Cllr R L Piper	Present
Cllr M A Chakowa	Present		Cllr S G Raikes	Present
Cllr A S Clayton	Present		Cllr O Schneider	Present
Cllr A Eyre, Deputy Mayor	Present		Cllr P E Towell	Apologies
Cllr R M C Hogarth	Present		Cllr E T Waite	Present
Cllr R E Parry	Apologies		Cllr P C Walshe	Present

Prior to the commencement of the meeting a presentation was made by Mr John Spurway on behalf of Friends of Rheinbach. Mr Spurway presented the Mayor with a booklet detailing the 20th anniversary of the twinning group.

Public Question Time There were no members of the public present.

214. Dispensations

There were no requests for dispensations.

215. Declaration of Interests

There were no Declaration of Interests.

216. Minutes of the Town Council Meetings held on 29th June, 7th and 21st September 2015.

RESOLVED: The Minutes of the three Town Council Meetings be received, adopted and signed as a true record.

217. Planning Committee Meeting Minutes

RESOLVED: To receive and adopt the Minutes from the Planning Committee held on 6th and 20th July, 3rd and 17th August, 1st and 14th September 2015.

218. Community Infrastructure Committee

RESOLVED: To receive and adopt the Minutes of the Community Infrastructure Committee held on 29th June and 27th July 2015.

219. Finance & General Purposes Committee

RESOLVED: To receive and adopt the Minutes of the Finance and General Purposes Committee held on 27th July and 7th September 2015.

220. Open Spaces & Leisure Committee

RESOLVED: To receive and adopt the Minutes of the Open Spaces and Leisure Committee held on 10th August and 21st September 2015.

221. Blue Skies Event 19th September 2015

It was generally agreed that the Blue Skies meeting had been positive and Councillors unified in the aspirations for the future of the town as per appendix attached.

RESOLVED: To issue a press release outlining the aspirations of Town Councillors including the water based sports ideas for the future on Tarmac land.

222. Local Government Award Scheme

It was noted that the Local Government Award Scheme replaced the previous Quality Council Scheme. Sevenoaks Town Council would be trying for a gold award.

RESOLVED: The Council has met all the relevant criteria to apply for the Local Council Award Scheme. That is publishes on line all the necessary documents to comply with the Award Scheme including the following documentation

- Risk Management Scheme
- Register of Assets
- Contracts for all staff
- Disciplinary and Grievance Procedures
- A policy and record for training new staff and Cllrs
- A qualified clerk who has achieved 12 CPD employed according to nationally and locally agreed terms and conditions.
- Up to date insurance policies and mitigate risks to public money
- Addressed complaints received in the year
- At least 2/3 elected Members.
- Annual Report distributed across the community
- Formal appraisal scheme
- Value for money statement
- Biodiversity statement
- Crime & Disorder statement
- Leadership in planning for future of community
- Performance of council as a corporate body.
- Performance of each individual member of staff.

223. Civic Events and Information

RESOLVED:

- i) To receive and note the functions attended by the Mayor, Deputy Mayor or their representative from May 2015 to date, subject to noting that the Mayor and Mayoress attended the engagements identified as 26, 50 and 65.

ii) To note the following future Mayoral events

- 29th October 2015 Charity Choral Evening at the Stag.
- 17th November 2015 Charity Cheese and Wine Evening in the Chamber.

iii) To reissue a press release regarding the Charity Choral Evening.

224. PRESS RELEASES

RESOLVED: to issue press releases on the following matters:-

- i) Town Councillors Blue Skies aspirations
- ii) Mayor's Charity Choral Evening

There being no further business the Mayor closed the meeting at 7.40 p.m.

Signed
Mayor of Sevenoaks

Dated

Sevenoaks Town Council

**Notes of the Blue Skies Meeting held on Saturday 19th September 2015
At the Sevenoaks Town Council Offices.**

Present: Cllr Arnold (Mayor), Cllr Chakowa, Cllr Eyre (Deputy Mayor), Cllr Hogarth, Cllr Mrs Parry, Cllr Parry, Cllr Piper, Cllr Schneider, Cllr Walshe

In Attendance: Town Clerk, Deputy Town Clerk, Assistant Town Clerk

Please see attached details.

	Topic	Blue Skies Recommendation	Timescale
1	Review of Current Community Investment Plan projects (previous Blue Skies)		
A	Bat & Ball Community / Conference Centre		Review of potential for residential units on site – October 2015. Project on hold until Capital income received.
B	Bat & Ball Station	STC 99 peppercorn year lease. Extension of Community / Conference Centre – additional space to hire. Café Public Toilets Shop for Kent Goods? Potential for temporary STC offices whilst new site under construction	South Eastern Railways arranging for structural report and necessary repairs. Once structural report received STC to review commitment to the building.
C	Replacement of Raleys Gym		Awaiting Sencio project
D	Replacement of Indoor Cricket School		Awaiting KCC & Grammar School decision
E	Café on the Vine		Opening September 2015
F	New Play Area in the Town Centre		STC has lease of part of Environmental Park from 1 st October 2015. Grant application decision from CETB due 23 rd September 2015.

			Installation of equipment subject to funding.
G	Greatness Community Facility	Discussions to take place with Football Club regarding ownership / operating of potential new facility.	
H	Multi Use Games Area		Currently on hold awaiting plans for Bat & Ball centre and capital receipts.
I	'Free' Recreational Facilities (outdoor gym, tennis tables, play areas, sports pitches, basketball hoops)		On hold pending capital receipts.
J	Sports Strategy		Recommendations finalised to form an appendix to NDP. STC need to review potential income generating facilities on its own land e.g. 3G rugby pitch and community facility at Greatness. F&GP to consider grant criteria.
K	NDP		Continue to progress.
L	Stag		Donation figure to Stag agreed.

M	Projected Finances		As per attached / subject to review depending on final capital receipts
2	STC next 5 years & new thinking		
A	Community Infrastructure Committee	F&GP to sign off project funds and budgets – CIC to manage projects operationally.	
B	Sharing Resources	Review methods of sharing resources with other town and parish councils and SDC. Review potential for joint purchasing.	
C	Precept Increase	Review requirement for increase of Precept noting 1% = £8k approx. Clear purpose to be identified. Including potential loan repayments for additional projects to those previously identified. Also potential to invest into projects which were revenue generating – subject to Business Case to indicate how interest and capital would be repaid. At Blue Skies meeting 19.9.15 unanimous agreement to above.	Chairman of F&GP and TC to prepare paper for review November / December 2015.

D	Borrowing	Review potential for borrowing in particular for additional projects identified in addition to Community Investment Plan and which had potential to be income generating. Noted current low cost of borrowing with set interest rate. Would need clear message / business case for borrowing.	Chairman of F&GP and TC to prepare paper for review November / December 2015.
E	Improving current facilities	E.g. Vine Pavilion	
F	Improving Night Time Economy	Stag vital – increase prominence. Make town more vibrant.	
G	Local Food Promotion	Farmers Market – monthly April – September in Vine Gardens	April 2016
H	Sevenoaks as a Tourist Destination	Review SDC • Hotel demand study • Destination Management Plan Consider STP Events Cttee taking on role of Tourism Cttee.	

I	Car Parking Availability	Additional car parking needs to be addressed to address increased visitors for the above. SDC offices & Suffolk Rd car park possibly open on Sundays?	
3	(NDP) Major Planning Sites in Sevenoaks		
A	Bat & Ball Regeneration	New Bat & Ball Centre Refurbishment of Bat & Ball Station building View to water from main road Pedestrian access to all facilities including wildlife reserve – investigate land ownership in the area. Water based facilities on tarmac land. Improve walking and cycling routes. Secondary shopping Traffic matters Link 3 water areas from Chipstead by walking and cycling.	
B	Wildernesse School Sites	Subject to KCC and Grammar School Roundabout access? 40 mph reduced to 30 mph to address anomaly of ¼ mile different speed limit	
C	Farmers Site (& Moorings site)	Farmers site due to be developed as flats. Moorings - employment based land	

		Hitchen Hatch car park - Hotel and parking Decking of Bradbourne car park	
D	Edwards Electrical	Employment Land – workers support local retail economy and loss of town centre employment space due to conversion to residential. On site car park Or Hotel Not retail or residential	
E	Gas Holder site Otford Road	Residential development Potential for multiple occupancy dwellings with basements and underground car parking? High density – suitable for affordable housing.	
F	South east water site, Cramptons Road	Any planning permission to include public footpath improvement including improved pedestrian access from Bat & Ball Centre to wildlife reserve. Mixed use of residential and infrastructure e.g. medical provision.	
G	BT telephone exchange / Post Office	Mixed use Include provision for cultural facilities – outdoor event / market space – help to create cultural hub.	

		Main post office to be retained in some location in the town centre.	
H	Secondary shopping area – St John's Hill / Bat & Ball	Note hospital is major employer and will be supporting retail. Access to St Johns / St James car park? If possible register Masonic Hall as a Community Asset. Pedestrian access to Bat & Ball Centre – need to consider social values.	
I	Secondary shopping area – Hollybush	Rheinbach corner – review proposals prepared by local retailers. Input needed by local ward Cllrs	
J	Secondary shopping area – main station	Main Gateway to town – important that it is addressed. Improved Plaza Master planning – site developed as one – station square. Station parade shops Improved bus access Mixed use – residential and services and car parking.	
K	Tarmac Site	Long term plans to include pedestrian and cycling access from Bat & Ball. Open up vista from main road.	

		Water based leisure activities.	
L	Gateway – Station	To ensure that the Gateway to the town is representative of Sevenoaks	
M	Gateway – A25 (one stop shop)	To ensure that the Gateway to the town is representative of Sevenoaks	
N	Gateway – Otford Road	To ensure that the Gateway to the town is representative of Sevenoaks	