

Sevenoaks Town Council
Minutes of the Community Infrastructure Committee
Held in the Council Chamber, Town Council Offices, Bradbourne Vale Road
24th October 2022

Meeting Commenced: 7.00 pm.

Meeting Concluded: 8.00 pm.

Cllr Claire Shea, Chairman	Present	Cllr Tony Clayton	Present
Cllr Richard Parry, Vice-Chairman	Present	Cllr Roddy Hogarth	Present
Cllr Nick Busvine	Present	Cllr Mrs Rachel Parry, Mayor (ex officio)	Present
Cllr Sue Camp	Apologies		

In Attendance: Cllr Libby Ancrum, Cllr Andrew Eyre, Cllr Keith Bonin, Town Clerk and Senior Committee Clerk

Substitute		For
Cllr Dr Marilyn Canet	Present	Cllr Sue Camp

Representations received from Members of the Public: None

366 Apologies for Absence

Apologies for absence were received and noted as shown above.

367 Requests for Dispensations

There were no requests for dispensations.

368 Declaration of Interests

There were no declarations of interest.

369 Minutes of the Meeting held on 13th June 2022

RESOLVED: That the Minutes of the meeting of the Community Infrastructure Committee held on 13th June 2022 be received and agreed as a true record.

370. Community Investment Projects Cash Flows

The Committee received and noted the Community Investment Projects Cash Flows Summary to September 2022.

It was agreed that a letter be sent to Enover Community Trust thanking them for their £80,000 grant funding for the refurbishment of the play areas at Hillingdon Rise and Julian's Meadow, and for their substantial grant funding in total.

It was noted that the total unallocated Capital Receipts Reserve was £393,199.

RESOLVED: That the report be received and noted.

371. Community Infrastructure Levy (CIL)

Councillors noted that the total unallocated sum to be used for infrastructure projects as at the June meeting of this Committee was £56,330.73. The current record of receipt due in October 2022 was £47,517.24.

Consideration was given to the allocation of CIL funding as set out below:

Unallocated Funds CIC 13.6.2022	£56,330.73
Christmas Lights Upgrade	£5,500.00
Drinking Fountains	£6,000.00
Stag Solar Panels (agreed at Finance & General Purposes Committee, <i>Minute 317, 26.09.22 refers</i>)	£19,400.00
St Nicholas Church – Quinquennial Report	£4,000.00
Sub Total	£21,430.73
Add October 2022 payment	£47,517.24
New Balance	£68,947.97

The Committee noted that work was starting on the joint funding application to the Football Foundation by the Town Council and Sevenoaks Football Club for the proposed new pavilion at Greatness Recreation Ground. The Town Council would be the official investment body, and the Committee was mindful that the Town Council would be required to cash flow the project as funding from the Football Foundation would be retrospective.

RESOLVED that:

- 1) CIL expenditure for the necessary Christmas Lights upgrade, installation of two drinking fountains and repair works identified in the St Nicholas' Church Quinquennial report which were the responsibility of the Town Council, be approved; and
- 2) That the unallocated balance of £68,947.97 be noted.

372. Community Investment Plan Projects

372.1 Electric No.8 Bus

The Town Clerk advised that opportunities for external funding were being explored.

372.2 Bat & Ball Station

The Committee reviewed the Action Plan monthly report for September 2022 and noted the following in particular:

- Data on website traffic would be of interest
- Arts & Crafts Workshops in August had been well attended and positively received
- Unfortunately, the Heritage Open Day had been cancelled following the death of HM The Queen

- The Heritage Engagement Officer would be discussing roles with potential volunteers
- The proposed once a month holding of a Forget-me-not Café was welcomed and it was requested that a rota be circulated for Councillors to attend
- The posters of railway stations on the Darent Valley line were selling well and cards were now also being prepared for sale
- A Christmas event for children and a Christmas Market would be held in December

The Town Clerk advised that an acoustic report had been obtained in relation to the proposed Railway Children event as amplified music was not permitted under the planning permission. Unfortunately, it was concluded that to reduce the noise level to meet the planning condition, a whole acoustic wall would need to be installed on one side of the building.

RESOLVED: That the report be received and noted.

372.3 Green Community Investment Plan

The Committee reviewed the Action Plan monthly report for September 2022 and noted the following in particular:

- Green Tips for Sevenoaks leaflet had been prepared and uploaded to the website: [STC Green Tips for Sevenoaks](#)
- Climate Change Event being organised jointly with SCAN (Sevenoaks Climate Action Network) would be held on 29th April 2023
- The need for further bicycle racks would be kept under review particularly in the light of the forthcoming Local Cycling and Walking Infrastructure Plan commissioned by the District Council
- The first Climate Change Youth Forum had been positively received with young people sharing good ideas and keen to move forward
- The exploration of electric vehicle charging solutions continued at District and County Council level
- It was requested that Tunbridge Wells Car Club be contacted to see how their scheme operates
- Suggested that the development of School Travel Plans be discussed with the Climate Change Youth Forum

RESOLVED: That the report be received and noted.

373 Minutes of Bat & Ball Centre and Bat & Ball Station Users Group Meeting – 19th October 2022

RESOLVED: That the Minutes of the meeting of the Bat & Ball Centre and Bat & Ball Station Users Group held on 19th October 2022 be received and noted.

374. Provision of Drinking Water Fountains

As part of its Green Community Investment Plan, the Town Council had resolved to provide drinking water fountains at Vine Gardens and Greatness Recreation Ground. It was noted that the Town Council was also campaigning, as part of the Darent Valley Community Rail Partnership, for drinking fountains to be provided at stations.

RESOLVED that:

- 1) two drinking water fountains be purchased and installed at Vine Gardens and Greatness Recreation Ground; and
- 2) that CIL funding of £6,000 be allocated for this purpose. (See Minute 371 above)

375 Active Travel Collaboration – Otford Parish Council and Sevenoaks Town Council

RESOLVED to note that:

- 1) The Town Council was considering collaborating with Otford Parish Council (OPC) to investigate deliverability of a cycling route between Otford and Sevenoaks;
- 2) The Town Council had received a copy of Kent County Council's Feasibility Study for this which was produced in 2017, but that a quote for its update had not yet been supplied;
- 3) a second meeting with OPC had been held today, 24th October 2022, to discuss further how the councils might work together and to set expectations, and the following points agreed:
 - i. Sevenoaks Town Council in principle supported the Otford to Sevenoaks cycle path as per the Sevenoaks District Council Cycling Strategy and the Neighbourhood Development Plan
 - ii. Sevenoaks Town Council would review the relevant 2017 Feasibility Study produced by Kent County Council
 - iii. Consider obtaining a revised Feasibility Study linked to other relevant local proposals
 - iv. Consult on revised Feasibility Study
 - v. Consider adopting detailed scheme to enable submitting future funding applications

376. Press Release: None

There being no further business the Chairman closed the meeting.

Signed: Dated:
Chairman