



Sevenoaks Town Partnership Friends of Bat & Ball Station meeting

To be held at Bat & Ball Station Building

6.30 pm : Wednesday 27th March 2019

AGENDA

- 1. Apologies for absence**
- 2. Minutes of previous meeting held on 19th December 2018 (copy attached)**
- 3. Station Matters**
- 4. Sevenoaks District Council Environmental Visual Audit**
To receive a copy of the Environmental Visual Audit amended with Sevenoaks Town Council Actions (copy attached)
- 5. Outcome Map & Measurement Framework by Envoy Partnership**
To receive a copy of the Outcome Map and Measurement Frame (copy attached)
- 6. Community Rail Partnership – Samuel Palmer Line**
To receive an update regarding the Community Rail Partnership
- 7. Access to Platform 1**
To receive an update regarding access to platform 1 from Community Centre
- 8. Station Adoption – Sevenoaks Mainline Station**



Sevenoaks Town Partnership

Minutes of the Annual General Meeting of Friends of Bat & Ball Station held at the Bat & Ball Station Building At 6.30 p.m. on 19th December 2018

Present:

Cllr Paul Towell, Chairman	Sevenoaks Town Council	Present
Cllr Tony Clayton, Vice Chairman	Sevenoaks Town Council	Present
Linda Larter, Town Clerk	Sevenoaks Town Council	Present
Derek Medhurst	Sevenoaks Camera Club	Present
Cllr Andrew Eyre	Sevenoaks Town Council	Present
Cllr Rachel Parry	Sevenoaks Town Council	Present
Cllr Richard Parry	Sevenoaks Town Council	Present
Bonnie Tarling, Committee Clerk	Sevenoaks Town Council	Present
Linda Redden	Heritage Engagement Officer	Present
Gillian Paterson	Greatness Resident Association/Station User	Present
Alastair Boobyer	Local Resident	Present
Cllr Marilyn Canet	Sevenoaks Town Council	Apologies
Roger Johnson	Sevenoaks Rail Travellers Association	Present
Cllr Simon Raikes	Sevenoaks Town Council	Present
Geoff Brown	St John's Resident Association	Apologies
Cllr Stephen Arnold	Sevenoaks Town Council	Present
Byron Brown	Bradbourne Resident Association	Present
Cllr Roderick Hogarth	Sevenoaks Town Council	Present
M Richardson	Eynsford Parish Council	Present
Oliver Kempton	Envoy Partnership	Present
Cllr Elizabeth Purves	Local resident	Present
Andy Place	Maidstone West Station	Present
Roger Walshe	Sevenoaks Society	Present
Cllr Pam Walshe	Sevenoaks Town Council	Present

1. Election of Chairman of Friends of Bat & Ball Station

Cllr Paul Towell was elected as Chairman.

2. Election of Vice Chairman of Friends of Bat & Ball Station

Cllr Rachel Parry was elected as Vice Chairman.

3. Apologies for Absence

Apologies received from David Killingray.



4. Minutes of the Previous Meeting of the Friends of Bat & Ball Station held on 16th October 2018

The Minutes were received and agreed as a true record.

5. Friends of Bat & Ball Station Annual Report 2018

The Annual Report document was received and noted. Thanks were given to the Friends Group for all their support and hard work to get to the current stage of the project. The contract works to the Station Building were nearly complete and subject to utilities being connected, open to public in January. The Heritage Engagement Officer had a programme of activities and events and members of the Friends and Supporters were providing ideas for future uses. Potential hirers would start to be processed including first enquiry about a wedding.

It was noted that the Sevenoaks Rail Travellers Association and Resident Associations would be added to the Executive Board members. Representatives for vacant positions on the board would be invited to join in the committee in the New Year.

The Friends Group Strategic Aims were noted as follows and agreed to amend item 2

1. Support regeneration of Bat & Ball area, highlighting benefits of the station.
2. Promote the station – *and its services*
3. Promote the building as a venue/facility.
4. Encourage integration with other community/business projects e.g. Britain in Bloom, Vintage Bus, Summer Festival/Arts.
5. Protect and inform re Historical/Conservation importance.
6. Provide information to the public.
7. Improve community safety and perception of community safety.

6. Friends of Bat & Ball Station Strategic Aims

The Strategic Aims document was received and noted. It was noted that Sevenoaks District Council had awarded Sevenoaks Town Council a grant of £1.2m for development of the Bat & Ball Centre. This decision would be ratified in January and building work would take place from June 2019.

7. Station Matters

Building work for the Station Building and surrounding area would continue until the end of January. It was noted there had been some delays due to Utility Company works.



8. Proposal for a Community Rail Partnership from Swanley to Sevenoaks

Sevenoaks Town Council, endorsed by the Friends of Bat & Ball Station had proposed to create a Community Rail Partnership (CRP) with the following key aims:

1. Line to be Swanley to Sevenoaks
2. The CRP to be part of the Kent Community Rail Partnership
3. Named Samuel Palmer Line providing a link to the Darent Valley project
4. To promote the visitor economy to the station locations and facilities e.g. Vineyard, Lavender Fields, Otford Palace
5. To encourage increased use of public transport

It was hoped that by the time of the Friends of Bat & Ball Annual General Meeting the Franchise arrangements for the line would have been announced. Unfortunately, this had been delayed until 2019.

Andy Place, Schools Engagement Officer from the Kent Community Rail Partnership attended and presented an overview of the events and activities run to help promote rail use along the Medway Valley and Swale Rail lines (copy of presentation attached).

A document providing additional information about Community Rail Partnerships was circulated with the agenda.

Roger Johnson reiterated that he did not agree with the name of the proposed CRP Line. It was noted that this had previously been debated and agreed. He also stated that he thought the aim should be for the CRP Line to be Swanley to Sevenoaks.

There being no further business the Chairman closed the meeting at 7.50pm

Signed
Chairman

Dated

Sevenoaks District Community Safety Partnership – Bat and Ball Station Environmental Visual Audit.
December 2014

Ref No	IDENTIFIED ISSUE	RECOMMENDED ACTION	LEAD OFFICER & OTHER AGENCIES	By When	STATUS 7 Aug 2015	Sevenoaks Town Council status report March 2019
1	Young people gathering around the station causing anti-social behaviour and criminal damage, being abusive to drivers and fellow passengers. Also on trains not paying fares particularly from Bat n Ball to Swanley	PCSO Christy to visit the area on a more regular basis and in particular link in with CCTV there to get individuals names to be passed to the ASB Officer for further action Sgt Beresford to get the Community Policing Team to pay attention to the area after 6pm PCSO Wright to arrange another BTP (British Transport Police) operation in the new year and in term time	PCSO Christy/Wright Sgt Beresford PCSO Wright	Dec/Jan 2015	This has been continued to be monitored. No names have been put forward. KW has been talking to Knole Academy about issues raised at the train station and is waiting on direction from the deputy head teacher after the summer holidays Is being completed regularly especially at weekends, no reports to date BTP have run operations that have	Since construction work commenced and the facilities opened, young people have moved on, with a few exceptions.

Appendix E

Ref No	IDENTIFIED ISSUE	RECOMMENDED ACTION	LEAD OFFICER & OTHER AGENCIES	By When	STATUS 7 Aug 2015	Sevenoaks Town Council status report March 2019
2	Outside the Station there are no lights or signs to indicate towards Town Centre	South Eastern will look at putting in a station sign at the top of the road facing traffic going towards Otford KCC Highways to look at putting in a sign opp entrance to indicate to walk towards the Town Centre STC to put in a notice board with maps to town and information on buses. CSP will send a bid form to help with funding. Roy to check landownership	Roy Vinnicombe Cllr Richard Parry Sevenoaks Town Council/Kelly Webb Roy Vinnicombe	February 2015 February 2015 February 2015 & December 2014 January 2015	included Bat and Ball Station to address fare dodging and ASB. Some young people have been spoken to and fines were issued. This has been put to their estates team and is on a list. Being taken forward by the friends of bat and ball meeting group Completed No update from e-mail sent on 13 March 2015 & May.	Lighting has been installed (more to come) and is on a timer system turning on at 6 a.m. and turning off at the last train. Finger post signpost installed for Town Centre etc. Bat & Ball Station linked to No. 8 bus.

Appendix E

Ref No	IDENTIFIED ISSUE	RECOMMENDED ACTION	LEAD OFFICER & OTHER AGENCIES	By When	STATUS 7 Aug 2015	Sevenoaks Town Council status report March 2019
3	Foliage outside the station overgrown and filled with rubbish	Maxine Quinton to contact KCC Highways regarding cutting back of foliage especially in the summer months. Maxine Quinton to arrange for Community Payback to remove litter in the area once a month	Maxine Quinton Maxine Quinton	January 2015	Report was logged with KCC Highways in March Probation Service have attended and litter picked the area	Sevenoaks Town Council arranged and paid for trees to be removed.
4	Residents and Commuters feel unsafe at night at the station	Police notice of where to call in regard to incidents to be placed either on new notice board or at station Put up a CCTV sign outside the station Painting of the gate to be done by Community Payback Team Also linked to action 1 & 2	Sgt Beresford/Roy Vinnicombe Roy Vinnicombe Maxine Quinton	Jan 2015 Jan 2015 Jan/Feb 2015	Will be put up when the new board is in place. This has now changed due to potential developments Probation have rubbed down the railings. Supplies received from Town Council beginning of August and painting	Since construction commenced average crime statistics have reduced from 2.5 per month to 0.5 per month. Feedback from commuters is that they feel safer due to presence at the station and lighting. New gate and fencing installed.

Appendix E

Ref No	IDENTIFIED ISSUE	RECOMMENDED ACTION	LEAD OFFICER & OTHER AGENCIES	By When	STATUS 7 Aug 2015	Sevenoaks Town Council status report March 2019
					will take place	Additional CCTV installed.
5	Station needs updating and adds to fears of safety and perception of the area	The Station is due to be painted within two years and a new paying system put in. Kelly Webb will talk to Nina Peak from Estates team South Eastern to see if Bat and Ball can be moved up the list.	Kelly Webb	December 2014	The painting schedule only takes place during good weather, South Eastern have asked for a approx date for the replacement of the Pertis machine, this will be part of a programme, but once we have an idea of timescale South Eastern will update us	Sevenoaks Town Council have carried out a full refurbishment programme has been carried out. Landscaping to be addressed in 2019.
6	Too much Foliage over Platform 1	South Eastern to find out who has been clearing and who can remove foliage especially in the summer	Roy Vinnicombe	Jan 2015	No replies from various e-mails	To be addressed as part of the construction of the ramp access to Platform 1.
7	No information point on Platform 1 and stairs very slippery	South Eastern to look to see if information point can be installed and to make sure stairs are of	Roy Vinnicombe	March 2015	No replies from various e-mails	Southeastern responsibility

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Ref No	IDENTIFIED ISSUE	RECOMMENDED ACTION	LEAD OFFICER & OTHER AGENCIES	By When	STATUS 7 Aug 2015	Sevenoaks Town Council status report March 2019
8	No Litter Bins in the area	adequate standard Cllr Dickins has confirmation letter on installing bins and will pass to Kelly Webb to take forward	Cllr Dickins Kelly Webb	Jan 2015	Yes, we shall get a bin for platform 2 entrance, but if the security level increases we would have to remove it. No update on date	SDC installed a litter bin however insufficient resources to empty. Sevenoaks Town Council added to its daily tasks.
9	Overhanging foliage by public footpath	Maxine Quinton to refer to KCC Highways to remove	Maxine Quinton KCC Highways	Dec 2014	Was reported to KCC Highways	Discussion to take place with KCC as part of the creation of the 'Otford Steps'
10	To make sure this plan links in with Bat and Ball Community Strategy this includes highlight taxi service, café and toilets	Linda Larter to link in with Kelly Webb on strategy	Linda Larter	Jan 2015	Mark Bradbury, SDC is now attending the meetings and addressing regeneration	New facilities provided: • public toilets provided both inside and outside the building. • Café and community rooms. • Bike store • Signage • Lighting

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Ref No	IDENTIFIED ISSUE	RECOMMENDED ACTION	LEAD OFFICER & OTHER AGENCIES	By When	STATUS 7 Aug 2015	Sevenoaks Town Council status report March 2019
						• Information • Digital links to train timetables etc. • CCTV • School educational visits starting March 2019.

Attended	Organisation	Contact Details
Kelly Webb	Community Safety Manager, Sevenoaks District Council	01732 227474 kelly.webb@sevenoaks.gov.uk
Sgt Mark Beresford	CSU Sgt	101 mark.beresford@kent.pnn.police.uk
Roy Vinnicombe	South Eastern Railway	Roy.Vinnicombe@southeasternrailway.co.uk
Cllr Roddy Hogarth	Town Cllr and District Cllr – Portfolio Holder for Economic and Community Development	Cllr.hogart@sevenoaks.gov.uk
Cllr Matthew Dickins	District Cllr	Cllr.dickins@sevenoaks.gov.uk
Maxine Quinton	Community Safety Assistant	01732 2277377 maxine.quinton@sevenoaks.gov.uk
Linda Larter	Chief Exec Sevenoaks Town Council	01732 459953

Appendix E

Cllr Richard Parry	KCC Cllr and Town Cllr	council@sevenoakstown.gov.uk
Merilyn Canet	Sevenoaks Town Cllr	Richard.parry@sevenoaks.gov.uk merilyncanet@talktalk.net
Cllr Cathy Baker	Sevenoaks Town Council	council@sevenoakstown.gov.uk

Bat & Ball station redevelopment evaluation

Stakeholder Outcome Map

A stakeholder outcome map is intended to outline the different benefits and disbenefits (or 'outcomes') that arise partly or wholly because of the project, service or activity being analysed. This includes any economic, social and environmental outcomes.

The stakeholder outcome map for the Bat & Ball station redevelopment is shown below. It is split into five parts, shown in Figures 1 to 5:

- Outcomes arising during the station redevelopment
- Outcomes arising once the station redevelopment is complete
- Outcomes arising from the Northern Sevenoaks Masterplan
- Outcomes arising from the Community Rail Partnership
- The station development model

It is based on information made available by Sevenoaks Town Council to Envoy Partnership, and on conversations between Envoy Partnership, the Town Council, and others who attended the 'Sevenoaks Town Partnership Friends of Bat & Ball' AGM on December 19th, 2018.

The map shows the *expected* outcomes that arise because of the station development. Further research in the future may show that there are additional outcomes to be considered, or that some of the outcomes outlined here are not significant.

Figure 1: Stakeholder Outcome map – outcomes arising during the station redevelopment

Stakeholder	Outcome area	Outcome	Notes
Local residents	Heritage activities during construction works	Increased skills and well-being for voluntary groups, e.g. camera club	
		Learning from engagement activities for school children (e.g. history, science)	
		Access to heritage activities for local residents	
	Enhanced heritage capital of local community	Increased heritage skills and knowledge	
		Increased guardianship of heritage	
		Photo record created	
		Technology record created	
Local economy	Increased temporary economic activity (through construction)	Information leaflets / brochures	
		Supporting existing construction jobs	
		Apprenticeships created during construction	"Supporting approximately 19 FTE construction jobs during the 12 month renovation period" ¹
		One week's work experience for NEETS ² by FM Conway	

¹ AECOM: Economic Impact Assessment of Bat & Ball Station redevelopment, p. 12

² Those Not in Education, Employment or Training

Figure 2: Stakeholder Outcome map – outcomes arising once the redevelopment is complete

Stakeholder	Outcome area	Outcome	Notes
Bat & Ball station users	Number of journeys to/from Bat & Ball station increases because people feel safer using the station, and the station is more accessible	Time savings for people who use Bat & Ball station instead of Sevenoaks station	
		Access to educational activities for school children who are now able to travel home later	
		Access to amenities in the Bat & Ball area for residents who travel to Bat & Ball station	
	Time savings for existing journeys	Time savings from cycling to station (due to new cycle racks, people feeling more comfortable leaving bikes)	Cycle racks not yet available
		Time savings because station is accessible via platform 1	Platform 1 entrance not yet open
Local residents	More pleasant commuting experience for existing journeys	Improved sense of safety (due to reduced anti-social behaviour)	
		Improved commuter facilities (café, toilets)	Café not yet open
		Improved visual aesthetics and appreciation of historic environment	
	Improved local area	Improved availability of information at station (travel info and local info)	
		Sense of pride in area	
Police	Access to heritage and other events after completion of works	Reduction in anti-social behaviour in area	
		Increased sense of connectedness	
	Savings in police resources	Access to events held in event space in station building	
Local economy	Increased long-term economic activity (e.g. through café, increased visitors)	Resource savings through reduced anti-social behaviour at station	Wider police coordination partly responsible
		Economic activity created by café, including one apprenticeship	"Support or create 25 net additional jobs, contributing in the region of £1.2m of Gross Value Added (GVA) per annum" ³
		Economic activity for wider area through local produce sourced by café	
		Pre-existing local businesses gaining customers as people travel to Bat & Ball	
		Skills training for local volunteers	
Future generations	Heritage preservation	Ongoing conservation of heritage	
		Heritage of station preserved	

³ AECOM, p. 12

Figure 3: Stakeholder Outcome map – enabled outcomes: outcomes arising from the Northern Sevenoaks Masterplan

Stakeholder	Outcome area	Outcome	Notes
New residents	Housing	Availability of new housing in northern Sevenoaks [800 new affordable homes planned]	
	Transport	Good, safe, public transport links for new homes	
New and existing residents	Improved economy	Intensification and regeneration of existing business areas	
		Employment opportunities created by increase in leisure activities	
	Improved local environment	Improved green infrastructure, and protected and enhanced biodiversity	
		Improved well-being through improved public realm	

Figure 4: Stakeholder Outcome map – enabled outcomes: outcomes arising from the Community Rail Partnership

Stakeholder	Outcome area	Outcome	Notes
Visitors to Bat and Ball & other stations	Visitor numbers	Increase in visitors to Bat and Ball are and other areas on the line	
Local residents	Recreation opportunities	Increased recreation opportunities for local residents through increased awareness of, and access to, opportunities at other stations	
		Increased recreation opportunities for local residents through CRP activities, e.g. adding additional carriages to trains and promoting cycling days for children and young people	
	Improved economy	Increased economic activity in Bat and Ball area, and along rest of the route	

Figure 5: Stakeholder Outcome map – station development model

Stakeholder	Outcome area	Outcome	Notes
Other localities	Creation of a toolkit for the redevelopment of other stations		Partly dependent on decision on Southeastern franchise

Measurement framework

The measurement framework outlines how the outcomes identified in Figures 1 to 5 will be measured, both in the short-term and in the long-term.

The measurement framework is shown below. It is split into five parts, shown in Figures 6 to 10:

- Measurement of outcomes arising during the station redevelopment
- Measurement of outcomes arising once the station redevelopment is complete
- Measurement of outcomes arising from the Northern Sevenoaks Masterplan
- Measurement of outcomes arising from the Community Rail Partnership
- The station development model

The framework shows both the short-term data collection, i.e. the data collection that is planned over the next two months, and in the potential long-term data collection. Potential long-term data collection is shown when measurement options will be available in the future that are not currently available, for example, the use of data from the station café.

The short-term data collection will be collected through a number of sources:

Primary research

- Open Day surveys (for January 19th and February 16th)
- A commuter survey
- A volunteer survey
- A young people survey (for young people at the schools affected by the station redevelopment)
- Records of events held at the station

Existing data and reports

- Feedback forms from heritage events
- Feedback from work experience participants
- AECOM: *Economic impact assessment of Bat & Ball station redevelopment*
- Sevenoaks Town Council: *Northern Sevenoaks Masterplan*⁴

Other secondary research

- Data from the building contractors
- Data from Southeastern
- Data from the police

⁴ https://sevenoaksndp.files.wordpress.com/2018/02/4140_20171120_northern-sevenoaks-masterplan_final.pdf

Figure 6: Data collection – outcomes arising during the station redevelopment

Stakeholder	Outcome area	Outcome	Immediate data collection
Local residents	Heritage activities during construction works	Increased skills and well-being for voluntary groups, e.g. camera club	Feedback forms from heritage events
		Learning from engagement activities for school children (e.g. history, science)	
		Access to heritage activities for local residents	
	Enhanced heritage capital of local community	Increased heritage skills and knowledge	Feedback forms from heritage events, volunteer survey
		Increased guardianship of heritage	
		Photo record created	Evidence of records and information leaflets / brochures
		Technology record created	
Local economy	Increased temporary economic activity (through construction)	Information leaflets / brochures	AECOM report, supplemented by data from contractors Data from contractors, feedback from apprentices Data from contractors, feedback from work experience participants
		Supporting existing construction jobs	
		Apprenticeships created during construction	
		One week's work experience for NEETS ⁵ by FM Conway	

⁵ Those Not in Education, Employment or Training

Figure 7: Data collection plan – outcomes arising once the redevelopment is complete

Stakeholder	Outcome area	Outcome	Immediate data collection	Future data collection
Bat & Ball station users	Number of journeys to/from Bat & Ball station increases because people feel safer using the station, and the station is more accessible	Time savings for people who use Bat & Ball station instead of Sevenoaks station Access to educational activities for school children who are now able to travel home later Access to amenities in the Bat & Ball area for residents who travel to Bat & Ball station	Data from Southeastern. If possible, data to be cut by travel time and concession status (i.e. if they are children, young people, senior, disabled)	- - -
	Time savings for existing journeys	Time savings from cycling to station (due to new cycle racks, people feeling more comfortable leaving bikes) Time savings because station is accessible via platform 1	Commuter survey: Ask about potential usage	Monitor usage of cycle racks Monitor usage of platform 1 entrance -
	More pleasant commuting experience for existing journeys	Improved sense of safety (due to reduced anti-social behaviour) Improved commuter facilities (café, toilets) Improved visual aesthetics and appreciation of historic environment Improved availability of information at station (travel info and local info)	Open day surveys (safety and visual aesthetics) and commuter survey (all)	Survey of café users - Monitor usage of information -
	Improved local area Access to heritage and other events... Savings in police resources	Sense of pride in area Reduction in anti-social behaviour in area Increased sense of connectedness Access to events held in event space in station building Resource savings through reduced anti-social behaviour at station	Open day survey Open day survey and police data Open day survey Event records (number of bookings, number of attendees) Police data	- - - - -
Local residents	Increased long-term economic activity (e.g. through café, increased visitors)	Economic activity created by café, including one apprenticeship Economic activity for wider area through local produce sourced by café Pre-existing local businesses gaining customers as people travel to Bat & Ball Skills training for local volunteers Ongoing conservation of heritage	AECOM report Volunteer survey	Café data Café data Local business survey - -
Future generations	Heritage preservation	Heritage of station preserved	No direct data collection	-

Figure 8: Data collection plan – enabled outcomes: outcomes arising from the Northern Sevenoaks Masterplan

Stakeholder	Outcome area	Outcome	Immediate data collection
New residents	Housing	Availability of new housing in northern Sevenoaks [800 new affordable homes planned]	Northern Sevenoaks Masterplan. Follow up with Urban Initiatives if required
	Transport	Good, safe, public transport links for new homes	
New and existing residents	Improved economy	Intensification and regeneration of existing business areas	
		Employment opportunities created by increase in leisure activities	
	Improved local environment	Improved green infrastructure, and protected and enhanced biodiversity	
		Improved well-being through improved public realm	

Figure 9: Data collection plan – enabled outcomes: outcomes arising from the Community Rail Partnership

Stakeholder	Outcome area	Outcome	Immediate data collection	Future data collection
Visitors to Bat and Ball & other stations	Visitor numbers	Increase in visitors to Bat and Ball are and other areas on the line	No immediate data collection	Data from Southeastern
Local residents	Recreation opportunities	Increased recreation opportunities for local residents through increased awareness of, and access to, opportunities at other stations		Data from Southeastern, local resident surveys
		Increased recreation opportunities for local residents through CRP activities, e.g. adding additional carriages to trains and promoting cycling days for children and young people		Record of CRP activities, surveys of CRP activity participants
	Improved economy	Increased economic activity in Bat and Ball area, and along rest of the route		Data from Southeastern, local resident surveys

Figure 10: Data collection plan – station development model

Stakeholder	Outcome area	Outcome	Immediate data collection	Future data collection
Other localities	Creation of a toolkit for the redevelopment of other stations		No immediate data collection	Usage of toolkit and future redevelopments of other stations