

South Willesborough and Newtown Community Council

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Minutes of the Ordinary Council Meeting held on Tuesday 3rd June 2024

June 3rd 2024 Minutes

The Vice Chair opened the meeting at 7:01pm

In attendance Cllr Paul Bohill Vice Chair (PB), Cllr Steve Campkin (SC) Cllr Eric Parkinson (EP) Cllr Malcolm Webb (MW)

Also, in attendance, Mr Peter New Neighbourhood Watch (PN) Community Council Manager Sarah Evans (SE CCM) and 6 Members of the Public

161/24 Record attendance and list apologies for absence

Apologies were received from Cllr Sue Mullan, Cllr David Mullan, Cllr Andy Hodges and approved.

162/24 Declarations of pecuniary, other significant or voluntary interest

No Declarations were made

163/24 To Agree Minutes of the Additional Council meeting of 21st May 2024 and sign (attached).

It was Proposed MW and Seconded SC that the Minutes were a true record of the Meeting and the Chair signs them.

164/24 To receive reports from

- a. KALC representatives,
- b. Police and Neighbourhood Watch representatives,
- c. Ward Councillors

- A) No KALC representation as the most recent meeting was held on the same date as the SWAN Annual Electors Meeting.
- B) PN opened by expressing his admiration and appreciation for the recent SWAN Annual Electors Meeting which was both engaging for residents and Members alike and dealt with business needs of the Council and the Community in a professional and substantial way. PN gave an overview of crime prevention activities, raising the recent Community Engagement Day at the local supermarket and the benefit of this event. PN raised concerns on knife crime, particularly young people who need support that carrying a knife is no way forward. PN advised of the Community Engagement Day on June 20th being run by Kent Fire Service and Members requested details to circulate for Members and Residents. PB raised concerns about suspicious activity on Frog Island and PN advised to report immediately. EP raised concerns fly tipping onto neighbour's property and private property which PN advised to report. SECCM raised concerns about scams for Home Energy and Solar Panels and residents' enquiries regarding this, PN advised to follow the Steady Check Do not rush Ask if you need to model.
- C) Ward Councillors apologies were received from Cllr Sojan Joseph and Cllr Al Arnold, KCC Cllr Steve Campkin had no further comments.

165/24 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 7:15pm

One resident raised concern for the elderly neighbours who had no online activity and how they were kept abreast of developments on crime prevention.

PN advised this Council writes to residents in paper newsletter regularly and carries NHW updates, SECCM advised also that every street in SWAN has an active NHW scheme and residents within the scheme are encouraged to ensure elderly, vulnerable and isolated residents are kept UpToDate within the scheme.

The meeting reopened at 7:17pm.

166/24 To consider a letter from Ashford Borough Council Monitoring Officer on Code of Conduct Complaints and agree any actions

Resolved:- Proposed PB and Seconded EP and Agreed unanimously to receive and note the letter and adjoining reports. To continue to encourage all Members to complete the Dynamic Cllr training and continue with signing and accepting the Code of Conduct at the Annual Meeting in support of best standards and behaviour.

167/24 To consider the Ashford Borough Council Draft Plan for the Borough 2024 -2028 and agree any feedback or comments

Resolved:- SC abstained on this vote. Proposed PB Seconded EP and Agreed that 1) The plan was transparent and showed a robust response to a wide range of challenges and clear measurement however Social Housing needed to top of the Agenda due to the immense need in the area. 2) To delegate SECCM to complete the survey based on these conclusions and submit.

168/24 To consider options for the recruitment of new Councillors to SWANCC

Resolved:- Agreed unanimously 1) To source or create a job specification for the role of Cllr and review at Council. 2) To delegate SECCM to actively advertise on social media, community groups, noticeboards, and any other forum in the SWAN area to recruit for new Members. 3) To investigate a drop-in session for any residents interested in becoming a Community Councillor.

169/24 To consider a report of the Community Council Manager on Residents Memorial Bench for Newtown Green and agree

Members discussed a previously circulated report.

Resolved 1 To agree in principle to support the Memorial Bench and seek permission from Ashford Borough Council for its installation under SWANCC insurance, 2) To match fund the difference in costs for the bench to be of robust stature and corresponding plaques and cover costs for its installation. 3) To provide a service for adding plaques to this bench. 4) To agree the draft policy for benches with the addition of terms and conditions for the adding of plaques to be signed by in advance of payments subject to the research of costs for plaques service and bring this back to Council for review. 5) To take the Lowther and Stanford Bench details to residents for consideration and report back to Council.

170/24 To consider a draft letter to Ashford Borough Council on Fly Tipping and agree Resolved: SC Abstained from this Vote all other Members agreed unanimously to sending of the Letter to Ashford Borough Council on Fly Tipping. 2) To invite Officers responsible for fly tipping at Ashford Borough Council to a SWAN Council meeting to discuss the content of the letter and response. 3) To delegate SE CCM to investigate the Beyond the Tipping Point Project and report back to Council.

171/24 To consider a draft letter to the Ashford Borough Council Housing Officer and agree Resolved:- SC Abstained from this Vote all other Members agreed unanimously to sending of the Letter of Appreciation to Ashford Borough Council Housing Officer.

172/24 To consider a risk assessment for the removal of Graffiti Resolved:- Proposed SC and Seconded MW Subject to the addition of the Operator wearing Hi Vis and adequate signage for the public to accept the risk assessment for the removal of Graffiti.

173/24 To consider a risk assessment for the Spraying of Weed killer in public spaces

Resolved:- Proposed MW and Seconded EP Subject to the addition of the Operator wearing Hi Vis Operator to ensure adequate signage for the public to accept the risk assessment for the spraying.

174/24 To consider the membership of the Finance and General Purposes Committee and agree Members discussed the resignation of Cllr Thilagarajan and the now lack of quorum for the Finance and General Purposes Committee.

Resolved:-Agreed unanimously to continue with an additional Council meeting and review in October 2024.

175/24 To agree the payments listing (attached), new beneficiaries, endorse any payments agreed by email and any deposit key refunds required.

Resolved:- Proposed PB and Seconded EP and Agreed Unanimously to the payments listing. With the addition of Design of newsletter costs.

Design Newsletter	Parkers Digital Print Ltd	264.00	52.80	316.80
Beacon Safety Items Debit Card	Wickes	108.33	21.67	130.00
Cllr Expenses SM	Cartridge Save Limited	49.24	9.85	59.09
Stationary and Equipment Pins, Clerk Exp	Fixings Warehouse	3.90	0.78	4.68
Stationary and Equipment Pins, Drawing Pins Tape Measure Clerk Exp	Fixings Warehouse	8.95	1.79	10.74
Annual Electors Meeting Refreshments Debit Card	Tesco	68.31		68.31
Beacon Safety Items Clerk Emergency Decision Clerk Exp	Speedy Asset Services	129.50	25.90	155.40
Bank Charges	Unity Trust Bank	3.00		3.00
Stationary and Equipment Pins, Clerk Exp Cable ties	Fixings Warehouse	4.10	0.82	4.92
	Total	639.33	113.61	752.94
		Net	VAT	Total

176/24 Urgent Correspondence

- a) **Permission received from Ashford Borough Council for the renovation of the Living Bus Stop.**

**The Chair proposed a motion to close the meeting to the Public for the following item
This was put to the vote and Agreed Unanimously.**

8:10pm Meeting Closed.

- b) **Communication on Management of Car Parks**

- 1) To email the Neighbourhood Services Manager, and raise the issue of parking tickets being given to those with valid permits and the challenges of renewing permits still being experienced. 2) To draft a letter to Ashford Borough Council on the contract management of UKCPM.**

8:25 Meeting reopened.

177/24 Forum for exchange of information between Council Members

SE confirmed the details for the Lighting of the Beacon for the 80th Anniversary of D DAY.

SE confirmed an email invitation had been sent to Cllr K Walder to attend the July Council meeting regarding the Play Parks in SWAN.

178/24 To agree the date of the next meeting as Tuesday 25th June 2024 and items for the Agenda

The date of the next meeting was agreed as Tuesday 25th June 2024 and the date of the July meeting was agreed as Monday 8th July 2024.

There being no further business to discuss the Chair closed the meeting at 8:29pm.

Signed _____ Date _____