



Edenbridge Town Council



Town Clerk: Caroline Leet

Full Council | 18 Jan 2021 | Short Agenda (Excludes Confidential Items) | v:1

To Councillors: J Aldridge, A Baker (*Vice-Chair*), A Damodaran, V Jennings, A Layland, N Lloyd, M McArthur, S McGregor, A Read, P Smith, S Sumner, S Taylor, B Todd (*Chair*).

Notice is hereby given of a Council Meeting of Edenbridge Town Council to be held in Rickards Hall on 18 January 2021 at 7:30 pm, which Councillors are summonsed to attend.

Town Clerk
1 April 2021

To assist in the speedy and efficient dispatch of business members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting. Council Meetings may be recorded.

Any person intending to make recordings is advised to notify the Clerk in advance so that appropriate arrangements can be made

Agenda

1 - To Receive Apologies for Absence	2
2 - Declaration of Interests or Predetermination	2
3 - Public Questions and Statements	2
4 - To receive, adopt and sign the minutes of the Council Meeting held on 09 November 2020 (9426-9429)	2
5 - To Receive County and District Councillor Reports	2
5.1 - County Councillors	2
5.2 - District Councillors	2
6 - To Adopt the following Reports / Minutes of Meetings	2
7 - COVID-19 (Coronavirus): following the Government's announcement on 4 January for Lockdown 3 from 6 January	2
7.1 - Update	2
7.2 - To note: The Town Council had expressed its concerns about the lack of Government Covid-19 support grants for parish and town councils to Kent Association for Local Councils (KALC) and Tom Tugendhat MBE MP, and the consequences at local level	3
8 - Personnel	3
8.1 - To ratify the appointment of Lorraine Ganney for the position of Responsible Financial Officer (RFO) and Cemeteries Officer; start date 01 February 2021	3
8.2 - To approve the expenditure of up to £600 for EDGE financial software training; and £120 for Introduction to Local Council Administration (ILCA)	3
9 - To receive reports and any recommendations from Working Groups; Delegated Reports; Clerk's and Officer's Reports:	3
9.1 - Clerk's Report	3

1 **To Receive Apologies for Absence**

2 **Declaration of Interests or Predetermination**

The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.

Dual hatted members of the District Council wish to state that although they would be considering planning applications at this meeting they would be reconsidering them at the district level, taking into account all relevant evidence and representations there.

3 **Public Questions and Statements**

Members of the public, and members with prejudicial interests on items on the Agenda, may make representations, answer, ask questions and give evidence at this meeting in respect of items on the Agenda. (This is the only opportunity for members of the public to make a contribution during the meeting.)

Both public and members are limited to three minutes per person to speak and the total time designated for public questions shall not exceed fifteen minutes unless directed by the Chairman of the meeting.

4 **To receive, adopt and sign the minutes of the Council Meeting held on 09 November 2020 (9426-9429)**

https://www.edenbridgetowncouncil.gov.uk/mc-events/council-meeting-11/?mc_id=553

5 **To Receive County and District Councillor Reports**

5.1 **County Councillors**

5.2 **District Councillors**

6 **To Adopt the following Reports / Minutes of Meetings**

7 **COVID-19 (Coronavirus): following the Government's announcement on 4 January for Lockdown 3 from 6 January**

7.1 **Update**

Following the Government's announcement in December to put Kent in to Tier 4 restrictions as a consequence of the new coronavirus variant, Councillors and the Town

Clerk met to discuss its the impact on the community and the Council's working practices. It was agreed to continue with home working for the office staff and with minimal office working, but that someone would work from the office on most days on a rota basis. The groundstaff would maintain only necessary services such as waste management. It was also agreed that the sale of waste bags from the office was not essential shopping and to also protect staff it would temporarily suspend the sale of these bags to the public. Since the further announcement of Lockdown from 6 January, the Council office staff and groundstaff continue to maintain all services as best it possibly can whilst keeping to safe Covid-19 work environment.

On 11 December, a volunteer lead meeting run by SDC was attended by Cllr Baker, the Town Clerk and the Planning and Administration Assistant. The community response and support was discussed and it was agreed that Edenbridge support requests would continue to be emailed to the Council office and Cllr Baker. Cllr Baker said she would liaise with volunteer helpers. To date there has been 8 requests via SDC and 3 via the Council Office. Prior to Christmas a number of meetings and discussions took place with neighbouring authorities and the Police to ensure the smooth movement of a funeral procession which took place on 29 December; there were no notable issues.

- 7.2 **To note: The Town Council had expressed its concerns about the lack of Government Covid-19 support grants for parish and town councils to Kent Association for Local Councils (KALC) and Tom Tugendhat MBE MP, and the consequences at local level**

8 **Personnel**

- 8.1 **To ratify the appointment of Lorraine Ganney for the position of Responsible Financial Officer (RFO) and Cemeteries Officer; start date 01 February 2021**

- 8.2 **To approve the expenditure of up to £600 for EDGE financial software training; and £120 for Introduction to Local Council Administration (ILCA)**

9 **To receive reports and any recommendations from Working Groups; Delegated Reports; Clerk's and Officer's Reports:**

9.1 **Clerk's Report**

 Annex 1: Clerks Report.pdf