



# Edenbridge Town Council



Town Clerk: Caroline Leet

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

To Councillors: J Aldridge, A Baker (Vice-Chair), S Compton, 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 October 2021 at 7:30 pm, which Councillors are summonsed to attend.

Town Clerk  
13 October 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

*In view of the confidential nature of the agenda item 18 to be discussed, the Chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960 and the Local Government Act 1972 s100 and 102.*

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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 13 September 2021**

 Full Council | 13 Sep 2021 v.1 | Minutes (Pages to )

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**

Where meetings minutes are yet to be published, to note meeting prior to being reported back to Council.

6.1 **Planning Committee**

20 September;

11 October – minutes yet to be published

 [https://www.edenbridgetowncouncil.gov.uk/mc-events/planning-committee-24/?mc\\_id=607](https://www.edenbridgetowncouncil.gov.uk/mc-events/planning-committee-24/?mc_id=607)

 [https://www.edenbridgetowncouncil.gov.uk/mc-events/planning-committee-30/?mc\\_id=610](https://www.edenbridgetowncouncil.gov.uk/mc-events/planning-committee-30/?mc_id=610)

6.2 **Open Spaces Committee**

20 September

[https://www.edenbridgetowncouncil.gov.uk/mc-events/open-spaces-committee-27/?mc\\_id=637](https://www.edenbridgetowncouncil.gov.uk/mc-events/open-spaces-committee-27/?mc_id=637)

6.3 **Finance and Governance Committee**

27 September

[https://www.edenbridgetowncouncil.gov.uk/mc-events/finance-governance-committee-5/?mc\\_id=608](https://www.edenbridgetowncouncil.gov.uk/mc-events/finance-governance-committee-5/?mc_id=608)

6.4 **Forward Planning Steering Group**

4 October

[https://www.edenbridgetowncouncil.gov.uk/mc-events/forward-planning-steering-group/?mc\\_id=609](https://www.edenbridgetowncouncil.gov.uk/mc-events/forward-planning-steering-group/?mc_id=609)

6.5 **CIL Board**

11 October

[https://www.edenbridgetowncouncil.gov.uk/mc-events/cil-board-4/?mc\\_id=639](https://www.edenbridgetowncouncil.gov.uk/mc-events/cil-board-4/?mc_id=639)

7 **COVID-19 (Coronavirus) update**

8 **To Receive Reports and Any Recommendations from Working Groups; Delegated Reports; Clerk's and Officers' Reports**

8.1 **Clerk's Report**

8.1.1 **To receive report from Ellis Whittam/Worknest Health and Safety/Risk Assessment annual review visit**

8.2 **Community Warden's report**

9 **To Receive Recommendations from Finance and Governance Committee Meeting (27 September)**

9.1 **Covid-19 2020/21 Accounts- to cancel the outstanding residents shopping invoices**

10 **To Receive Recommendations from Forward Planning Steering Group Meeting (04 October)**

10.1 **To support improvements to the IT file storage system**

To support improvements to the IT file storage system and to move to cloud based storage

solutions, and the potential expenditure of £7,000 for budget year 2022/23;

10.2 **To consider upgrading the broadband**

To consider upgrading the broadband telecommunications and additional annual expenditure of expenditure of £3,000 per year

10.3 **To support a review of the Council's Assets and investigate the costs for commissioning a review for inclusion**

To support a review of the Council's Assets and investigate the costs for commissioning a review for inclusion in the new budget (2022/23)

10.4 **Thursday Market**

10.4.1 **To join NAMBA**

Current membership offer is until 31 March 2023. The expenditure of £500 plus VAT

10.4.2 **To create a Markets Policy**

This would formalise Edenbridge as the Market Authority

10.4.3 **To Recruit a person to oversee the Market @ 8-10hours/week**

To recruit on a fixed term contract for 1 year (to be reviewed) a person to oversee the Market on Thursdays and to work to increase the number of traders, the profile of the market and organise promotional activities. Est. 8-10 hours per week, £5,500 annual salary budget

10.5 **To consider the recommendation for budget 2022/23 to increase the precept to fund new projects and reduce the budget gap with the deficit**

11 **Matters Arising from The Minutes for Report and Not Elsewhere on The Agenda**

11.1 **Edenbridge Community Christmas Association**

Edenbridge Community Christmas Association (ECCA): To consider a grant of £1,500 for the its main event – Christmas Extravaganza 2021

11.2 **Annual Town and District Council Liaison Meeting**

To receive verbal report following Annual Town and District Council Liaison Meeting on 12 October

11.3 **Kent Association for Local Council (KALC) Membership**  
To confirm continued Kent Association for Local Council(KALC) Membership for financial year 2022/23 and the estimated expenditure £1,700 plus vat

11.4 **Queens Platinum Jubilee**  
To receive an update on options for the Queens Platinum Jubilee (2 -5 June 2022) to acknowledge this event and celebrations

12 **Vacancy for Co-Option**

13 **Other Business**  
Including Items Referred from Committees for Decision

13.1 **To consider the following training Groundstaff and expenditure:**

13.1.1 **Pesticide Application (Pa1) Refresher Training for three groundstaff**  
- £370.00 (for up to 8 people)

13.1.2 **Pesticide Application Training and Qualification (Pa1 and 6a)**  
Pesticide Application Training and Qualification (Pa1 and 6a) for one groundstaff – £270 per person for training and £275.00 registration and assessment

13.1.3 **One Day Lantra Hedgecutter Training for 4 people**  
£425.00 per day for the Training plus up to £220 (£55.00 per person) for Lantra Registration.

13.1.4 **One Day Lantra Chainsaw Cross-Cut and Maintenance Refresher for 2 people**  
£425.00 per day for the Training plus £110 (£55.00 per person) for Lantra Registration

13.2 **Emergency Planning Training**  
Flooding, resilience, management and response conference and the expenditure of up to £289 (training cost public sector £389, discount voucher £100) for one person

13.3 **To approve the proposed Council and Committees Meeting schedule for 2022/23\***

13.4 **To appoint a new Member on to the Finance and Governance Committee; and Personnel Committee**

14 **Consultations**

None

15 **To Receive Reports from Councillors Who Have Attended Meetings of Outside Bodies**

16 **To Consider Any Press Releases**

17 **Matters for Future Agendas**

*In view of the confidential nature of the agenda item 18 to be discussed, the Chairman will move that the press and public be excluded from the Chamber. Public Bodies (admission to meetings) Act 1960 and the Local Government Act 1972 s100 and 102.*

18 **[CONFIDENTIAL] Church Cottage**

*Confidential item omitted from public papers.*

19 **Date of Next Meeting**

6 December - to consider the draft budget for 2022/23