

**Minutes of the Community Infrastructure Committee
Held on 17th August 2020 at 7pm via Zoom**

Committee Members present:

Cllr R J Parry, Chairman	Present	Cllr A Clayton, Vice-Chairman	Present
Cllr R Hogarth	Present	Cllr Dr J M Canet	Apologies
Cllr R Piper	Present	Cllr C Shea	Present
Cllr N Busvine	Present		

Substitute	For
Cllr V Granville-Baxter	Cllr Dr J M Canet

In Attendance: Cllr Eyre, Town Clerk and Senior Committee Clerk.

There were no representations received from Members of the Public.
The meeting was livestreamed via YouTube.

149. Apologies for Absence

Apologies for absence were submitted as noted above.

150. Requests for Dispensations

There were no requests for dispensations.

151. Declaration of Interests

There were no declarations of interest.

152. Notes of the Report to Committee on 22nd June 2020

The Notes of the Report to the Community Infrastructure Committee on 22nd June 2020 were received and agreed as a true record.

153. Community Investment Projects Cash Flows

The Committee received and noted the Community Investment Projects Cash Flows Summary, as at July 2020.

It was noted that the additional items to be funded from the Capital Receipts Reserve, as agreed at the Finance and General Purposes Committee [*Minutes 114.3, 118 & 119 F&GP 20.07.20 refer*], had been included.

The Chairman noted that reference to the year 1819 was for the financial year 2018/2019.

The total unallocated Capital Receipts Reserve was £399,347.

154. 2019 Community Investment Plan Projects

154.1 Bat & Ball Centre

The Bat and Ball Centre building was very close to completion. Councillors who had visited the site on 10th August congratulated everyone involved on the high quality of the project.

Consideration was given to the naming of the two main rooms in the Community Centre and it was agreed to honour two Sevenoaks Freemen who had passed away last year.

RESOLVED: That the two main rooms at the Bat & Ball Centre be named:

- The Harry Garrett Room (larger room); and
- The John London Room (smaller room).

154.2 Multi Use Games Area (MUGA)

The installation of the MUGA would commence in September 2020.

The Committee considered the draft timetable for charging and non-charging (free access) times for the use of the MUGA, together with a draft fee structure for the charging periods.

It was noted that the charging periods took account of when staff would be available to set up activities. The Town Clerk advised that the fees were still under review to reflect non free public access times and commercial activities. VAT implications also to be considered further.

RESOLVED:

- 1) To agree in principle to have some times at chargeable rates as per the diagram provided;
- 2) That further research be undertaken into the fees, with final proposals to be submitted either to this Committee or to the Finance and General Purposes Committee for approval; and
- 3) That the fees be subject to review following implementation.

154.3 Neighbourhood Development Plan (NDP)

Referendums for Neighbourhood Development Plans had been deferred until May 2021 due to Covid-19.

Discussion took place about the Council's position on the one-way traffic system for the High Street/London Road. The Town Clerk confirmed that there was not an agreed policy. It had been hoped that the proposal contained in the Sevenoaks Recovery Plan could have been an opportunity to trial a one-way system, but this had not been approved by Kent County Council. During the NDP consultation process strong views were expressed on both sides of this issue and whether or not to make a policy would be considered by Council as part of the review of all responses received to the NDP.

154.4 Sevenoaks Business Hub

It was noted that documents for a “revised tender” had been uploaded to the Government Contract Finder on 5th August 2020, with tenders due to be returned on 14th September 2020.

It was proposed that authority be delegated to the Chairman (Vice -Chairman) of CIC, Chairman (Vice- Chairman) of F&GP, Chief Executive and Responsible Finance Officer to review the tenders received, subject to the tenders being within budget as per previous Capital Projects. This motion was put to the vote and lost.

It was proposed by Councillor Piper, seconded by Councillor Clayton and **RESOLVED**:

- 1) That authority be delegated to the Chairman (Vice- Chairman) of CIC, Chairman (Vice- Chairman) of F&GP, Chief Executive and Responsible Finance Officer to review the tenders received and prepare a shortlist; and
- 2) That this Committee review the shortlist and decide whether the project should go ahead.

Councillor Hogarth abstained from voting on this motion.

154.5 Darent Valley Community Rail Partnership (DVCRP)

It was noted that a Community Rail Partnership Officer had been appointed and that the DVCRP was recently successful in obtaining a £30,000 grant from Southeastern.

154.6 Electric No.8 Bus

It was noted that the Town Clerk was meeting with Kent County Council the following day to discuss the No.8 bus.

154.7 Stag Community Arts Centre

It was noted that in the light of the critical financial situation facing the Stag due to the impact of COVID 19 and social distancing restrictions, Sevenoaks Town Councillors had agreed the following at the Council meeting held on Monday 29th June 2020:

Sevenoaks Town Council was committed to keeping the Stag Community Arts Centre open and operating for the benefit of the residents of Sevenoaks. Therefore, Sevenoaks Town Council proposed to help the Stag achieve funding in the current fiscal year, in line with the Stag’s Recovery Plan. It was noted that the Stag’s Recovery Plan would develop as circumstances change and would need to demonstrate how the Stag would recover to a viable operation, as follows:

1. Sevenoaks Town Council would initially grant the Stag £65,000 in line with the request in the Recovery Plan, to cover the first three months of the Stag reopening.
2. The Stag to launch a fundraising appeal, with Sevenoaks Town Council agreeing to match fund up to £60,000 achieved by the Stag.

3. Sevenoaks Town Council committed to revisit the Stag’s financial situation on a quarterly basis, offering further grants if needed at the same time being mindful that the Town Council’s revenue reserves should not fall to levels which would put at risk its own services to the Town.

4. A Working Group of 4 Town Councillors and appropriate Town Council and Stag officers to regularly review the financial position of the Stag and its Recovery Plan

5. A Working Group of 4 Town Councillors and appropriate Town Council and Stag officers to review alternative governance arrangements to those currently operated at the Stag.

The Town Council continue to support the Stag in other ways including promotion and Live on the Vine events.

There being no further business the Chairman closed the Meeting at 7.50pm.

Signed: Dated:

Chairman