

**Sevenoaks Town Council
Minutes of the Community Infrastructure Committee
31st January 2022**

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 7.45 p.m.

Cllr C Shea, Chairman	Present	Cllr A Clayton	Present
Cllr R J Parry, Vice-Chairman	Present	Cllr S Camp (from 7.07pm)	Remote attendance
Cllr N Busvine	Apologies	Cllr R Hogarth (from 7.11pm)	Present
Cllr Dr M Canet, Mayor	Present		

Substitute		For	
Cllr Dr M Canet	Present	Cllr S Camp	

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

Representations received from Members of the Public: None

488 Apologies for Absence

Apologies for absence were received and noted as shown above.

489 Requests for Dispensations

There were no requests for dispensations.

490 Declaration of Interests

There were no Declarations of Interest.

491 Minutes of the Meeting held on 16th August 2021

The Minutes of the meeting of the Community Infrastructure Committee held on 16th August 2021 were received and agreed as a true record.

492. Community Investment Projects Cash Flows

The Committee received and noted the Community Investment Projects Cash Flows Summary to December 2021.

It was noted that the total unallocated Capital Receipts Reserve was £415,308.

493. Allocation of Community Infrastructure Levy (CIL) Funding

The Committee considered the recommendation of the Finance & General Purposes Committee regarding the allocation of CIL funding. (*Minute 379, F&GP 22.11.2021 refers*). The previous allocation of £18,500 for Knole Paddock lighting was noted and included within the total allocation shown below.

The Committee approved the allocation of £50,000 CIL funding towards the Town Centre Public Realm project and agreed the process for progressing with projects.

It was noted that the total commitment of funds was £117,500, leaving a balance of £60,676.97.

RESOLVED:

- 1) That £50,000 of CIL funding be allocated towards Town Centre Public Realm and the following process for progressing with projects be agreed:
 - i) The joint Sevenoaks Town Council / Kent County Council/ Sevenoaks District Council Public Realm project to continue, commencing with an audit of current condition of Public Realm in the town centre
 - ii) Cllr Shea to be requested to join the project group
 - iii) Town Councillors to be provided with a copy of the Public Realm brief
 - iv) Town Councillors to be reminded that it would be helpful if they could assist with the audit, identifying any problems with Public Realm in their Wards e.g., signage, barriers, seats
 - v) Programme of expenditure, key projects to be reviewed and agreed by Town Councillors
 - vi) It was noted that Sevenoaks was once again in the Britain in Bloom National Final and it was hoped that the Public Realm improvements would assist with the Town Council’s entry.

- 2) That the following allocation of CIL funding be agreed:

1	Hillingdon Rise Play Area refurbishment (noting £40,000 grant obtained)	£6,000
2	Julian’s Meadow Play Area refurbishment (noting £40,000 grant obtained)	£6,000
3	Public Realm Improvements for Town Ward	£50,000
4	Judd’s Piece - resurface	£2,000
5	Woodside Road – replace fencing	£1,000
6	Greatness CCTV replacement	£9,000
7	Vine Gardens crazy paving, relay, repoint	£10,000
8	St John’s Toilets £25,000 project to refurbish and reduce ongoing maintenance (£10,000 previously set aside)	£15,000
9	Knole Paddock Floodlighting (previously agreed)	£18,500
	Total	£117,500

494 2019 Community Investment Plan Projects

494.1 Bat & Ball Centre

It was noted that despite the challenges arising from the pandemic, the Bat & Ball Centre had hires for every day of the week and was performing above budget. A mobile walk-in vaccination clinic would be sited in the car park from 1st February for 8 weeks.

It was noted that there was an ongoing dispute with Kent County Council about its use of the building and repairs to the main hall flooring.

494.2 Multi Use Games Area (MUGA)

The MUGA continued to be well used.

494.3 Neighbourhood Development Plan (NDP)

It was noted that the main document had been updated. Once the Strategic Environmental Assessment had been received, it would be reviewed at a meeting of the Steering Committee, for discussion at the Annual Town Meeting on 14th March 2022.

494.4 Sevenoaks Business Hub

It was noted that the building was complete, and the Town Council's Finance Team relocated to their new offices.

The Chamber of Commerce was responsible for marketing and bookings and had provided a quarterly report to the Town Clerk. It was noted that the project had been impacted by the pandemic and a three-month review from 1st February 2022 agreed with the Chamber.

494.5 Darent Valley Community Rail Partnership (DVCRP)

The DVCRP Annual Report was noted. It was also noted that the Town Clerk had been re-elected as Chairman for a further year. This would be her last year in the role in accordance with the DVCRP terms of Reference.

The Town Clerk reported that progress was being made, with the Eynsford Station refurbishment starting in February. The aim was to ensure all six stations had accessible toilets and reasonable facilities.

494.6 Electric No.8 Bus

Obtaining an electric bus was within the Town Council's No.1 priority of addressing climate change. Kent County Council had agreed to two years funding and operation of the No.8 bus. The Committee was concerned that the bus route could be affected by the financial decisions being made by KCC in its budget setting. It was agreed to liaise with KCC on this matter.

494.7 Stag Community Arts Centre

The Stag had been successful in securing two significant grants to assist with difficult finances relating to the public health restrictions.

494.8 Knole Paddock 3G Pitch

Noted that following the loss of the planning appeal for the 3G pitch, some of the allocated funds had been set aside for upgrading floodlighting and drainage to pitches at Knole Paddock. The projects were being progressed.

494.9 Bat & Ball Station Building

Noted that hires at the Station were poor due to the impact of the pandemic. The Town Council had agreed to appoint a part-time Heritage Engagement Officer, initially for 12 months, to review and build on the original Action Plan to progress the Bat & Ball Station project.

494.10 Town Council Offices

During the pandemic improvements were made to the Town Council offices, including new upholstery to Council Chamber chairs, removal of moss from roof, replacement roof tiles, repairs to car park surface, drainage repairs, upgrade to IT and electrical supply and new noticeboard.

494.11 Green Community Investment Plan

It was noted that the Green Community Investment Plan was out for consultation: responses were being received and collated. A workshop would be arranged for Councillors to consider the feedback. The Town Clerk advised that a public survey would be issued to support the Plan.

The final document would be submitted to a meeting of the Town Council for final approval.

495. Press Release

It was agreed that, in consultation with the NHS, a press release be issued advising of the mobile walk-in vaccination clinic sited at the Bat & Ball Centre.

There being no further business the Chairman closed the meeting.

Signed: Dated:
Chairman