

Sevenoaks Town Council
Minutes of the Community Infrastructure Committee
Held in the Council Chamber, Town Council Offices, Bradbourne Vale Road
13th June 2022

Meeting Commenced: 7.00 p.m.

Meeting Concluded: 8.14 pm.

Cllr C Shea, Chairman	Present	Cllr A Clayton	Present
Cllr R J Parry, Vice-Chairman	Present	Cllr R Hogarth (from 7.11pm)	Present
Cllr N Busvine	Present	Cllr Mrs R Parry, Mayor (ex officio)	Present
Cllr S Camp	Apologies		

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

Representations received from Members of the Public: None

144 Apologies for Absence

Apologies for absence were received and noted as shown above.

145 Requests for Dispensations

There were no requests for dispensations.

146 Declaration of Interests

Cllr Andrew Eyre declared an interest in Agenda Item 11, Stag Rent Review, and took no part in discussion thereon.

147 Minutes of the Meeting held on 31st January 2022

The Minutes of the meeting of the Community Infrastructure Committee held on 31st January 2022 were received and agreed as a true record.

148. Community Investment Projects Cash Flows

The Committee received and noted the Community Investment Projects Cash Flows Summary to March 2022 Year End.

It was noted that the total unallocated Capital Receipts Reserve was £413,831.

149. Funding of Sevenoaks Town Council's Proposed Speed Indicator Device

The Committee noted the cost of £8065.48 for the purchase and initial installation of a Mini SID (Speed Indicator Device) to be moved between three duo-directional sites in Sevenoaks Town. Kent Highways was in the process of submitting a partial funding request on behalf of the Town Council to the KCC Members Fund. The local member, Cllr Richard Streatfeild, had confirmed he was willing to support a bid for approximately 50% of the cost, which amounted to £4,000. The Planning Committee had recommended to this Committee that the additional funding be allocated from Community Infrastructure Levy (CIL) income.

RESOLVED: That funding between £4065.48 and £8065.48 be allocated for the purchase and initial installation of the Mini Speed Indicator Device from CIL income, amount to be determined by the outcome of the partial funding bid to the KCC Members Fund.

150. Community Investment Plan Projects

It was noted that the following projects had been completed:

- Bat & Ball Centre
- Multi Use Games Area
- Sevenoaks Business Hub
- Stag Community Arts centre Capital Improvements
- Darent Valley Community Rail Partnership

150.1 Bat & Ball Station Activity Plan

It was noted that the new part time Heritage Engagement Officer had reviewed the previous HLF Activity Plan, removed the aspects that had been completed, and resurrected those which had successfully worked with the overall aim of recruiting volunteers and improving number of hirers and visitors to the station, post Covid. The officer would be producing a monthly report. The May report was considered with the following feedback:

- The process of applying for the removal of the planning permission condition for no amplified music was being progressed. This involved the commissioning of an acoustic survey at a cost of £1,280.
- It was noted that the website had been updated. There were concerns by Cllr Parry that it seemed slow. It was noted that volunteers were being recruited however could be further down the home page to make first viewing more attractive.
- It was noted that there was a typo error in relation to Silver Sunday, 'cage' instead of 'café'
- It was noted that the café was promoting plant-based foods (vegan) as per STC's Green Community Investment Plan.

RESOLVED: To receive and note the report.

150.2 Electric No.8 Bus

Noted that the Town Clerk would look at the new funding bid process for CIL.

150.3 Knole Paddock 3G Pitch

Noted that, subsequent to the refusal of planning permission (and loss of the planning appeal) for this project, some of the funds had been allocated to upgrading the lighting and drainage at Knole Paddock.

150.4 Green Community Investment Plan

The Town Council appointed a part time Climate Change Project Officer to action the Green Community Investment Plan. A copy of the officer's monthly report was circulated with the agenda, a copy had also been reviewed by the Finance & General Purposes Committee. The following feedback was provided:

- The Energy Auditor for the Town Council buildings had been appointed
- The Town Council to undertake research relating to the options for 'on street electric vehicle charging' considering information from NALC, KALC and other parishes
- To not install electric charging points for cycles, but to invest in robust cycle stands suitable for electric bikes
- Encourage partner organisations to help to obtain replies to the Town Council's Green Survey to provide a 'baseline' of current green activities in Sevenoaks
- SCAN – Climate Fair proposal. In principle to support the proposal however to enquire of SCAN how they would be involved in the practical delivery of the project

RESOLVED: To receive and note the report

151. E-Vehicle Charging at Bat & Ball Centre

The Committee received and noted the report detailing the use of the BP Pulse e-charging point at the Bat & Ball Centre.

RESOLVED: To receive and note the report

152. Public Realm Project, Wayfinding

The Committee received and noted details of the income and expenditure of the Public Realm Project to date, together with the resolution of the Finance & General Purposes Committee that £7,800 of the Public Realm budget be used for the Design Development of the Wayfinding project.

RESOLVED: To receive and note the report.

153. Greatness Pavilion

Consideration was given to the proposals for the new Greatness Football Pavilion. It was noted that Sevenoaks Town Football Club (STFC) had recently been successful in obtaining planning permission.

The Town Clerk and representatives of STFC had met with representatives of the Football Foundation to discuss the proposals and funding application requirements; the Committee noted the summary of that discussion.

It was noted that the Football Foundation would like the Town Council to be the official investment body, that the asset would be owned by the Town Council and leased to the Football Club at a peppercorn rent. The Football Foundation would expect a joint application from STFC and the Town Council. It was proposed that the Town Clerk would manage the development on behalf of Sevenoaks Town Council.

Consideration was given in particular to the following:

- i) The progression of the application to the Football Foundation would require considerable resource and time commitment on behalf of both the Town Council and STFC.
- ii) The facility would be ultimately owned by the Town Council to protect the Football Foundation's investment of public funds. The facility would then be leased to STFC on a peppercorn rent as part of the funding agreement.
- iii) The Town Council would need professional advice relating to the Football Foundation's legal requirements and VAT implications.
- iv) The Town Council would need to consider its cash flow in relation to the project as funding from the Football Foundation would be retrospective.

RESOLVED: That subject to the points raised in the report, Sevenoaks Town Council work with STFC to progress a Football Foundation funding application.

154 Stag Rent Review

It was noted that the Sevenoaks Town Council lease with Sevenoaks District Council for the Stag does not expire until 2035. A second rent review had been due in January 2021, but Sevenoaks District Council did not elect to exercise any reviews during the pandemic that affected local businesses who had to close, such as the theatre. The third rent review would be in 2026.

RESOLVED: To receive and note the report.

155 Community Infrastructure Levy (CIL)

The Committee noted the allocation of CIL funding as set out below:

Unallocated Funds F&GP 11.4.2022	£64,260.21
SIDs	£4,065.48
Picnic Tables Greatness Rec & Vine	£3,864.00
New Balance	£56,330.73

RESOLVED: That Community Infrastructure Levy Report, and the unallocated balance of £56,330.73 be noted.

156. Press Release: None

There being no further business the Chairman closed the meeting.

Signed: Dated:
Chairman