

Sevenoaks Town Council
Minutes of the Community Infrastructure Committee
Held in the Council Chamber, Town Council Offices, Bradbourne Vale Road
30th January 2023

Livestreamed and available to view on YouTube until approved by Council:
<https://youtu.be/vusekQhu1qo>

Meeting Commenced: 7.00 pm.

Meeting Concluded: 8.05 pm.

Cllr Claire Shea, Chairman	Present	Cllr Tony Clayton	Present
Cllr Richard Parry, Vice-Chairman	Present	Cllr Roddy Hogarth	Present
Cllr Nick Busvine	Present	Cllr Mrs Rachel Parry, Mayor (ex officio)	Present
Cllr Sue Camp	Apologies		

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

Substitute		For
Cllr Dr Meryllyn Canet	Present	Cllr Sue Camp

Representations received from Members of the Public: None

The Committee noted that 27th January 2023 was International Holocaust Memorial Day and took a few moments to remember and reflect.

556 Apologies for Absence

Apologies for absence were received and noted as shown above.

557 Requests for Dispensations

There were no requests for dispensations.

558 Declaration of Interests

There were no declarations of interest.

559 Minutes of the Meeting held on 24th October 2022

It was agreed that Minute 375 be amended to clarify that the feasibility study regarding a cycling route between Otford and Sevenoaks had been produced by Kent County Council (not Otford Parish Council).

RESOLVED: That, subject to the amendment above, the Minutes of the meeting of the Community Infrastructure Committee held on 24th October 2022 be received and agreed as a true record.

560. Community Investment Projects Cash Flows

The Committee received and noted the Community Investment Projects Cash Flows Summary to January 2023.

It was noted that the total unallocated Capital Receipts Reserve was £395,616.

RESOLVED: that a report relating to the provision of SIDs be provided to the next Planning Committee and the report be received and noted.

561. Community Infrastructure Levy (CIL)

Councillors noted that the total unallocated sum to be used for infrastructure projects as at 30th January 2023 was £68,947.97. The current record of receipt due in April 2023 was £12,298.13.

RESOLVED: that the report be received and noted.

562. Community Investment Plan Projects

562.1 Bat & Ball Station

The Committee reviewed the Action Plan monthly report for December 2022 and noted the following in particular:

- A review of workshops was being undertaken and would be reported to the next meeting
- Online activities were being researched to add to the website
- An issue with litter on the railway land would be raised with Network Rail
- It was felt that Silver Sunday advertising could have been better and this would be reviewed for next year
- The Station Mural project (funded by DVCRP) was progressing with three designs each for Bat & Ball Station and Sevenoaks Station being prepared, it was anticipated that they would be available at Easter
- The Warm Space mornings were very quiet but it was intended to continue, though keep under review
- The damaged bench was being repaired and a second bench had been commissioned

RESOLVED: That the report be received and noted.

562.2 Green Community Investment Plan

The Committee reviewed the Action Plan monthly report for December 2022 and noted the following in particular:

- The plan proposal for lamppost chargers from Ubitricity had not yet been received
- Investigations into the potential for heat pumps for the Council Offices and Business Hub were ongoing but it was noted that to be efficient they required buildings to be very well insulated
- Clothing bank had been installed at Bat & Ball Centre at the beginning of December for a three-month trial period

- It was noted that the pedestrian audit by the District Council was underway, and was observed that there would need to be close collaboration with the Local Cycling and Walking Infrastructure Plan published in January 2023: [Sevenoaks Urban Area Local Cycling and Walking Infrastructure Plan | Sevenoaks District Council](#)

RESOLVED: That the report be received and noted.

562.3 Car Clubs in Sevenoaks

The Committee received and noted research into the potential creation of a Car Club in Sevenoaks, considering two options presented. It was agreed that Enterprise Car Club provided the best model in terms of risk and potential. It was noted that the scheme required two car parking spaces with EV chargers which could be provided at either the Town Council Offices or Bat & Ball Station. It was requested that the possibility of a Car Club using non-electric vehicles be investigated.

RESOLVED: That the Town Council review the financial viability of the Enterprise Car Club, also enquiring if it could be operated on non-electric vehicles and with a small trial of two cars based at a Town Council site.

562.4 Bat & Ball Centre and Solar Energy

The Town Council's overall aim was to install a system to enable the most cost effective and carbon reduction of energy at the Bat & Ball Centre. It was noted that the new Centre was considerably more energy efficient than the previous facility and currently produced some of its own energy via solar panels. The Committee considered a report proposing the installation of solar batteries to enable any excess energy produced to be stored and used by the Centre, together with the installation of further solar panels if possible.

RESOLVED that:

- 1) quotations be acquired for the installation of more solar panels (subject to structure surveys) as well as batteries, rather than batteries alone. This way the centre can reduce its carbon footprint even further by using renewable solar energy first, save money by charging the batteries with night priced electricity when there is not enough solar power to do so, and as a last resort use grid electricity. Generating 32698kwh of solar energy as per Company 3's example quotation would reduce the Bat & Ball Centre's (and Sevenoaks Town Council's) carbon emissions by 7.6 tonnes assuming average UK emissions per kwh
- 2) it be noted that the research into battery storage for electricity is valuable for other Town Council sites, as batteries could be installed to access cheaper night-time electricity for usage during the day. These batteries do not require any solar panels to install, and can therefore be applied to any site, such as the STC offices.
- 3) the budget for the expenditure required be taken from CIL income.
- 4) the aim would be to progress the project swiftly, being reviewed by another Council committee if necessary.

562.5 Draft Action Plan for Reducing Carbon Footprint

The Committee considered the draft Action Plan setting out how the Town Council will use practical methods to reduce its carbon footprint within its general operation, including changes to its buildings and assets.

Councillors thanked the Town Clerk for a clear and practical document, providing a good base to move forward.

RESOLVED: That the draft Action Plan for Sevenoaks Town Council's Reducing Our Carbon Footprint be received and noted.

563. Press Release: None

There being no further business the Chairman closed the meeting.

Signed: Dated:
Chairman