

MINUTES OF THE POLICY & RESOURCES DEVELOPMENT COMMITTEE
MEETING HELD ON TUESDAY 9th JUNE 2020

The meeting was held remotely using Zoom software.

PRESENT: Cllr. Beck (in the Chair), Fairweather, Fletcher, Gilbert and Warne.

APOLOGIES: Cllr. Smith.

Declaration of Interests, Dispensations, Predetermination or Lobbying:

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.

1/20: Election of Vice Chairman:

Cllr. Beck proposed Cllr. Gilbert as Vice Chairman of this Committee, this was seconded by Cllr. Fletcher and agreed.

2/20: Internal finance check:

Cllr. Beck confirmed that the internal finance check has been completed and everything was in order.

3/20: Authorisation of payments made after the May meeting:

A list of payments totalling £21,424.27, made after the May meeting is filed with these minutes.

4/20: Transfers of monies between accounts:

The Clerk confirmed that the application to open an account with Unity Trust Bank had been submitted. She asked Members to consider what funds they would like to transfer to the account, assuming the application is approved. It was proposed by Cllr. Beck, seconded by Cllr. Gilbert and agreed to transfer £100,000 from the Lloyds current account to Unity Trust as soon as the account is open.

5/20: Cheques for Payment:

Cheques for June were signed for payment as per the list filed with these minutes. It was proposed by Cllr. Beck, seconded by Cllr. Warne and agreed to authorise payment of the cheques as presented.

These included:

Policy and Resources	£6,485.96
Burial and Properties	£ 70.00
Environmental Management	<u>£6,997.49</u>
Total	£13,553.45

6/20: Staffing:

Cllr. Fletcher advised that a short list of candidates for the position of Deputy Clerk had been drawn up.

Those short listed would be invited to attend an informal zoom interview in the first instance, after which a discussion will be had between the staffing committee, as to who will be invited to a formal interview. Cllr. Fletcher asked the Committee Members to send any questions they feel pertinent and any qualities they feel we should be looking for in a new clerk, to him in the next few days.

7/20: Quote for increasing Fidelity Guarantee:

The Clerk advised a quote of £1,517.69 had been received from our current insurer's to increase the Fidelity Guarantee limit to £1.2m. The Clerk had sought clarification on what this additional premium covered and advised that the current limit on our policy covered us up to £275,000. After a full discussion, Cllr. Beck proposed that the additional cover was unnecessary, this was seconded by Cllr. Fairweather and agreed.

Cllr. Gilbert advised that a claim had been submitted under the Business Interruption section of our current policy for loss of income from the closure of the Vestry Hall during the pandemic. All claims of this type are being logged, however the insurance market as a whole are not processing these claims as Covid 19 is not listed as covered as a specific disease in policies. Cllr. Gilbert suggested we continue to pursue the claim.

8/20: Quote for the additional cost of providing Heritage Style streetlights in the Conservation Area.

A quote had been approved at the last Full Council meeting which included replacing five columns, four of which are in the Conservation Area. The lights quoted for are of a very modern design. Two types of alternative options more sympathetic in design, have been suggested by the contractor, both of which are considerably more expensive than the modern type that we were originally quoted for. The Committee decided the Windsor lantern costing an additional £1,090 per lantern was the more preferred design. It was agreed that columns 91 on St. David's Bridge and column 127 outside No 6 Waterloo Road would benefit from the upgraded design. It was delegated to Cllrs. Beck and Fairweather to ensure the specification of this alternative design was of an acceptable standard before approving the additional cost.

9/20: Grant Applications:

An application had been received from the Farmer's Market. The applicant had been advised that it would not be considered until the financial information that should accompany the application is received.

10/20: Items for Information:

Cllr. Fletcher reported that the funds to purchase the Tanyard Dental Surgery had now been transferred to the Solicitor in preparation of completing the purchase at the end of this week.

The latest edition of Parish Cake dedicated to the Community Centre Project had been delivered to all households, there are copies ready in the office to deliver to businesses in the Town.

The architects involved in the Southborough Hub have offered to evaluate what could be built on the Wilkes Field site on a pro bono basis, to give us facts to work on. A surveyor will then give us outline costs, again on a pro bono basis.

It was agreed to ask the doctors what specification they require for a medical centre so we are aware of what we would need to work to.

He also advised we are awaiting the business reopening packs supplied by TWBC to be delivered to us. Once received, we will distribute to all the businesses in the Town as soon as possible. Cllr. Fairweather advised he would need ten packs for businesses in Sissinghurst.

Cllr. Fairweather reported that Traffic Orders approved for Southern Gas Network to complete work in the High Street, New Road and Angley Road have been suspended.

He was pleased to note the Cranbrook Music Festival appears to be going ahead as scheduled.

He also advised that he had been contacted by a member of the public regarding a planning application, he will pass on the details to Cllr. Smith as Chairman of the Planning Committee to respond.

A deed of variation to the S106 agreement drawn up between TWBC and Countryside Properties for the Common Road development which pledged £12,000 to the Parish Council for play equipment. This has yet to be received. Cllr. Fairweather will continue to pursue this, along with the reinstatement of the hedge on the boundary of the development.

Cllr. Warne advised she had been contacted as a borough councillor by Emma O'Halloran, TWBC asking for her support for our proposal to list the Jockey Lane Clinic as an Asset of Community Value. She would investigate how the process now proceeds.

She also advised that TWBC have revised the timescale of the Local Plan, which has been extended by a further six months. David Marlow, Planning Consultant has written a letter on behalf of TWBC to Robert Jenrick, Secretary of State for Housing, Communities and Local Government regarding how the figures are being calculated given the constraints of the AONB and Green Belt land. If the Planning Authority can write their own methodology, we could see a significant reduction of housing targets in this area.

She reported on investigations into air quality at Hawkhurst crossroads. This could mean that any major development will need to show the impact on air quality in the surrounding area.