

SOUTHBOROUGH TOWN COUNCIL

Town Clerk

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c/o Tunbridge Wells Town Hall
Mount Pleasant Road
Royal Tunbridge Wells
Kent
TN1 1RS

19 June 2020

Dear Councillor

A virtual meeting of Southborough Town Council will be held on **Thursday 25 June 2020 at 7.00 p.m.** at which your attendance is required. Joining details including passwords for internet or telephone access will be emailed separately to All Councillors.

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 this meeting will be conducted “online”.

Any members of the public who also wish to attend on this basis please contact the Clerk 24 hours prior to the meeting so that joining instructions can be supplied to them.

AGENDA

1. APOLOGIES AND REASON FOR ABSENCE

2. DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS

Members who have a Disclosable Pecuniary or Other Significant Interest within the meaning of the Kent Code of Conduct 2012 in any matter appearing on the agenda, are invited to declare that interest at this stage and sign the register accordingly.

3. PUBLIC OPEN SESSION

Standing Order 3(d). Members of the public may speak under this item as long as 24 hours' notice of their wish to do so has been given the Town Clerk, and that the subject is relevant to this Committee. No speech may be for longer than five minutes except by resolution of the Committee or Council.

4. MINUTES

The minutes of the EO Full Council meeting held on the 11 June 2020 need to be agreed and signed as a correct record.

5. COMMITTEE PROCEEDINGS

To approve the proceedings of the following committees: -

Planning and Transportation

EO 15 June 2020

Finance and General Purposes

18 June 2020

6. HOCKEY FIELD VERGE PARKING.

Members have previously reported concerns surrounding the parking on the grass verge of the Hockey Field leading onto the Ridgeway, which has caused safety concerns in the past to both road users and pedestrians. Members to discuss and decide if they wish to bollard certain sections to prevent the car parking on this grass verge.

7. NEW MODEL CODE OF CONDUCT CONSULTATION

Members to see the above proposed New Model Code of Conduct sent separately with the Agenda. Members to decide to respond to the above consultation document either as a Council or on an individual basis. Any comments will need to be submitted by 17 August 2020.

8. TUNBRIDGE WELLS BOROUGH COUNCIL LOCAL PLAN – NEXT STAGES

Members to see the previously sent emails received from Tunbridge Wells Borough Council. Members to discuss and to advise the Clerk of up to 5 representatives from Southborough Town Council to meet virtually as per the email request on 10 June 2020 to discuss the next stages of the local plan with TWBC Officers.

9. NEW REPRESENTATIVE- GALLARD'S ALMSHOUSES.

Members will be aware that previously Southborough Town Councils representative on the Board for Gallard's Almshouses has been Mrs Collette Marsh, but she is due to step down in July 2020. The Council has been asked to provide a new representative. Members to discuss and appoint a new representative.

10. PENNINGTON GROUNDS REOPENING – COVID 19 REQUIREMENTS

Members to discuss the reopening of Pennington Grounds and any changes to the current Government legislation to allow for this, the previously supplied H&S risk assessment and insurance advice. This was supplied to Members for their meeting held on 11 June 2020.

11. MOTION

The following motion has been put forward by Councillor Francis

'Southborough Town Council resolves to re-open Pennington Grounds, the public toilets and the pavilion therein, by the 4 July 2020. Recognising the particular circumstances of the Grounds, including its single point of entry and certain parts of its equipment, it will take into account the Covid-19 safety measures adopted elsewhere in the Borough and put in place ones which are adapted as necessary.'

Members to also see the previously sent protocols proposed by Councillor Francis and the further advice received from KALC surrounding the Councils legal position.

12. SOUTHBOROUGH COMMUNITY HUB UPDATE

Councillor Blackwell to give a verbal update on the Southborough Community Hub.

13. SOUTHBOROUGH COMMUNITY HUB - OPENING

Members to discuss possible proposals for opening celebrations or activities to be fed back to the Hub Working Group to investigate further.

14. CONFIDENTIAL ITEMS

It is proposed that during the consideration of the following items the public and press shall be temporarily excluded (Standing Order 3 (c)): -


“Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public’s exclusion from part or all of a meeting shall be by a resolution which shall give reasons for the public’s exclusion.”

These items are considered confidential for the following reason(s)
Information relating to the financial and personnel affairs of the Council.

- a) **Confidential Council and Committee Proceedings** - To approve the following confidential minutes: -

Full Council Meeting	11 June 2020
Finance and General Purposes	18 June 2020

- b) **Ridgewaye Fields drainage** – Members to discuss the quotation report previously supplied to Members as recommended by the Councils Insurers and to instruct the Town Clerk accordingly.
- c) **Insurance – Stolen Horse Trough, Southborough Common** – Members to discuss the previously supplied report on information received from the Councils Insurers and to instruct the Town Clerk.
- d) **Southborough Community Hub Confidential Matters** – Members to discuss ongoing hub operations and requirements. Due to a change in the previously reported information surrounding the temporary fencing along the Ridgewaye cycle path Members to discuss again the previously supplied quotation and follow up actions. Members to verbally report on any progress surrounding boundary fencing at Ridgewaye Playing fields.
- e) **Southborough Hub Finances** - Members to discuss the ongoing finances surrounding the Hub Project. Members to review the monthly project finances.


Tracy Kelly
Town Clerk
19 June 2020