

SOUTHBOROUGH TOWN COUNCIL

Minutes of the Full Council meeting of Southborough Town Council held on Thursday 30 September 2021 at 7.00 p.m. in the Unity Hall, Southborough Civic Centre, 137 London Road, Southborough Kent TN4 0NA.

MEMBERS PRESENT: Councillors Ms Hill (Chairman), Francis (Deputy Chair), Backhouse, Blackwell, Harris, Lewis, Lewis Grey, Munn, Prance, Poile and Wharton.

OFFICERS PRESENT: Paul Gosling (Finance Officer)

1. **APOLOGIES AND REASON FOR ABSENCE** – Councillors Bullion, Mrs Kinghorn (Ill Health) Clay, Elliot, Kinghorn and Lane, (Family commitments)
2. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS** – No interests were declared.
3. **PUBLIC OPEN SESSION** – There was Two Members of the Public present. No Press were present.
4. **MINUTES** - The minutes of the Full Council meeting held on the 24 June 2021 were **APPROVED**.
5. **TOWN MAYOR'S ENGAGEMENTS** – Members **NOTED** the Chairman's recent engagements.
6. **FINANCE MATTERS** - a) **Outstanding cheques** – Members **NOTED** the previously signed cheque lists.
b) **Financial Statements** – Members **NOTED** the previously supplied financial statements.
c) **Financial Summary** – Members **NOTED** the previously supplied financial summary.
7. **ANNUAL EXTERNAL AUDIT** - Members **NOTED** the external audit and the three minor points found.
8. **COUNCIL COMMITTEE MEETINGS** - Members **AGREED** to the Unity Hall being used for all Council Meetings for the time being. Members further **AGREED** to postponement of the Open Spaces and Environment Committee until March 2022 subject to any urgent business matters will be reported to Full Council in the meantime.
9. **FLAGPOLE – TOWN SQUARE** – Members **AGREED** to going ahead with the quote provided for all the required works and on SEAM donating funds towards the purchase of the Flagpole.
10. **REMEMBRANCE SUNDAY EVENT** – Members **AGREED** for a younger member of the community to carry the flag during the procession and that a Councillor would be nominated later to be responsible on the day.
11. **STREET NAMING – LAND OFF HORNBEAM AVENUE, SOUTHBOROUGH** – Members **AGREED** to the name of Salex Way being submitted to TWBC for consideration. This was felt to be more in keeping with the area and the Willows located there.

12. SOUTHBOROUGH CIVIC CENTRE UPDATE- Councillor Blackwell verbally updated the meeting with the following:

Our council has been waiting for a Project Board meeting since April 2021. I have written to, and phoned Cllr Mike Hill. KCC several times over the last few months expressing the urgency and need for a meeting and detailing the decisions that the Project Board had taken that have so far not been progressed.

We now have a meeting scheduled for 21st October – 6 months later than our scheduled meeting.

I have received limited feedback regarding the lack of urgent business that I have previously raised.

I am concerned that in some cases KCC do not seem to have fully understood what is required despite prior meetings and detailed communication from our council.

To date the following documents requested from KCC *have not been* received by our council.

SDLT and VAT report

Was due December 2020. No progress or reason given

Update Risk Register

Not received – no reason given.

13. CONFIDENTIAL ITEMS

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

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 – Members APPROVED the following confidential minutes: -

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b) Lease Agreements Civic Centre Pavilion – Members discussed the report and the latest request received. Members **REFUSED** all the points after discussion.

c) Lease Agreements Pennington Grounds Pavilion – Members discussed the tenants request and would **AGREE** in principle, but this was subject to legal advice being sought and a new lease agreement.

d) Yew Tree Road Playing Fields – Members AGREED to the insurers recommendation and the matter would be further be placed before the Hub Board.

e) Southborough Civic Buildings Confidential Matters – Councillor Blackwell updated Members over the confidential matters and advised these points would be being raised at the upcoming Hub Board Meeting. Members **AGREED** to the request received from the Citizens Advice Bureau and would allow the use of the Brickworks room one day per week.

f) Southborough Civic Buildings Finances - Members discussed the finances.

The Chairman thanked Members for their attendance and closed the meeting at 9.00pm

CHAIRMAN