

SOUTHBOROUGH TOWN COUNCIL

Minutes of the Full Council meeting of Southborough Town Council held on Thursday 24 February 2022 at 7.00 p.m. in the Bounds Oak Room, Southborough Civic Centre, 137 London Road, Southborough Kent TN4 0NA.

MEMBERS PRESENT: Councillors Ms Hill (Chairman) Blackwell, Backhouse, Bullion, Elliott, Francis, Kinghorn, Harris, Lane, Munn, Prance, Poile and Wharton.

OFFICERS PRESENT: Tracy Kelly (Town Clerk) Paul Gosling (Finance Officer) and Kirsty Fox (Facilities and Events Manager)

The Chair spoke a few words concerning the events taking place in the Ukraine and that our thoughts are with the peoples of the Ukraine during this difficult time.

1. **APOLOGIES AND REASON FOR ABSENCE** – Councillors Clay (Family Commitments) Councillors Mrs Kinghorn and Lewis (ill health) and Lewis - Grey (Work commitments)

Councillors Backhouse and Kinghorn entered the meeting at 7.05pm and Councillor Lane entered the meeting at 7.06pm

2. **DISCLOSABLE PECUNIARY AND OTHER SIGNIFICANT INTERESTS** – none
3. **PUBLIC OPEN SESSION** – There were 2 Public in attendance. No Press present.
4. **MINUTES** - The minutes of the Full Council meeting held on the 27 January 2022 were **APPROVED**.
5. **COMMITTEE PROCEEDINGS** – Members **RESOLVED** to approve the minutes from the following meetings.

Planning and Transportation	07 February 2022
Finance and General Purposes	17 February 2022

6. **COMMITTEE MEMBERSHIP CHANGES** - Members discussed the changes to the Councils standing committee memberships due to the recent changes in political affiliations. It was **AGREED** that Councillor Prance would now sit on the Open Spaces and Environment Committee.
7. **TOWN MAYOR'S ENGAGEMENTS** – Members **NOTED** there were no Mayoral engagements reported.
8. **FAIRTRADE – SOUTHBOROUGH AND HIGH BROOMS-** A representative from the Tunbridge Wells Fairtrade Town Group spoke to Members about the Fairtrade organisation and how Southborough Town Council could become involved.
9. **EVENTS IN PARTNERSHIP WITH SOUTHBOROUGH STREET** – Members formally **AGREED** work with Southborough Street at the two Events agreed at the previous Full Council meeting. A fee of £600.00 would be charged as these were community events. With the Council underwriting any additional costs for the Civic Centre only. Members will

discuss further with the Civic Centre working group and representatives the possible putting on of a Community Panto during December 2022

10. 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: -

Full Council Meeting	27 January 2022
Finance and General Purposes	17 February 2022

b) Charges – Possible increases for 2022/2023 -

Cemetery Charges – Members discussed the possible increases to the charges made within Southborough Cemetery. Members **AGREED** a 4%. Increase. There is no VAT applicable on these charges.

Football Maintenance Charge – Members discussed the possible increases to the charges made with the maintenance charges. Members **AGREED** a 5.5% increase. There is VAT applicable on these charges.

Allotments – Members discussed the possible increase to the allotment charge per rod for the year commencing 1st April 2023. Members **AGREED** a 4% increase from 1st April 2023 to £6.65 per rod.

Common and Council Land Exercise Groups – Members discussed the possible increase to the land charge. Members **AGREED** 3% increase which takes the fee to £30.00 plus VAT.

c) Staffing – Members discussed the Town Clerks report and unanimously **AGREED** that the legal advice be sought to grant a new licence allowing the staff member to stay in the cottage upon retirement. The continuation of salary was also **AGREED** until details can be finalised.

The Chairman called to extend the meeting at 9.00 pm for a further 15 minutes.

d) Pennington Grounds Play Equipment – Members discussed the report but asked for clarification on one of the quotes. Members **AGREED** that delegated powers be given to the Open Spaces and Environment Committee to make the decision so replacement could be actioned as quickly as possible.

e) Wheelers Field and The Piggery – Members **AGREED** to the recommendations made by the Deputy Clerk for the replacement fencing and a kissing gate and style to reduce the access available to quad bikes. This hopefully will reduce the noise nuisance and damage caused.

The Chairman called to extend the meeting at 9.15 pm for a further 15 minutes.

- f) **Southborough Civic Buildings Confidential Matters** – Members were updated by the Finance Officer on the various ongoing items.

The Chairman thanked Members for their attendance and closed the meeting at 9.20pm

CHAIRMAN