

COMMUNITIES AND ECONOMIC DEVELOPMENT CABINET ADVISORY BOARD

Wednesday, 19 February 2020

**Present: Councillor March (Chairman)
Councillors Mackonochie (Vice-Chairman), Atkins, Bruneau, Ellis, Fairweather,
Ms Palmer, Rutland, Simmons and Thomson**

Officers in Attendance: Tracey Beattie (Mid Kent Environmental Health Manager), Denise Haylett (Head of Facilities and Community Hubs), Paul Taylor (Director of Change and Communities), Gary Stevenson (Head of Housing, Health and Environment) and Emer Moran (Democratic Services Officer)

Other Members in Attendance: Councillor Bailey

APOLOGIES

COM27/19 Apologies were received from Councillor Hill.

DECLARATIONS OF INTERESTS

COM28/19 Councillor Atkins noted that he was a Paddock Wood Town Councillor and that he had been lobbied on minute COM32/19 and COM33/19. Councillor Fairweather noted that he sat on Cranbrook and Sissinghurst Parish Council with regard to minute COM32/19. However, neither constituted a prejudicial interest.

NOTIFICATION OF VISITING MEMBERS WISHING TO SPEAK

COM29/19 Councillor Dawlings was registered to speak on minute COM32/19. Councillor Hamilton was registered to speak on minute COM/3319. Ms Wendy Morris was also registered to speak on minute COM/3319.

MINUTES OF THE MEETING DATED 2 OCTOBER 2019

COM30/19 **RESOLVED** – That the minutes of the meeting dated 2 October 2019 be approved as a correct record.

FORWARD PLAN AS AT 7 FEBRUARY 2020

COM31/19 Councillors were advised that the Draft Rough Sleeper Strategy (Amendment to Joint West Kent Housing and Homelessness Strategy) was to be removed from the Forward Plan and would be resubmitted at a later date.

RESOLVED – Subject to the above amendment, that the Forward Plan as at 7 February 2020 be noted.

CRANBROOK HUB CABINET REPORT

COM32/19 Denise Haylett, Head of Facilities and Community Hubs provided background to and presented her report which included the following points:

- In 2000, a Millennium Trust was set up to raise £100,000 to build a community centre.
- In 2000, Cranbrook and Sissinghurst Parish Council (CSPC) carried out an appraisal with residents in which 78% were in

favour of a community centre.

- The need for a community centre was written into the Parish Plan of 2002
- In the Cranbrook Council Offices Consultation and Options Development Report May 2007, 93% of respondents agreed that a flexible community hall was required in Cranbrook.
- In 2008 Tunbridge Wells Borough Council decided to shut the Council Offices in Cranbrook.
- In 2008 a Cranbrook Community Survey was undertaken, the response from 600 validated respondents was that the community really wanted a centre.
- Tunbridge Wells Borough Council employed a consultant, Urban Practitioners, to help define what should go in a community centre, how it might work, size of rooms, who would use it etc. and also where it should go.
- In 2011 the Urban Practitioners report on Cranbrook Community Centre scoping study, 74% of respondents said that Cranbrook needed a community centre; 84% said they would spend more time in town if it was available in evenings and at weekends.
- In the December 2014, the Parish Council passed a resolution to build a community centre.
- The Parish passed a further resolution on 22 October 2015 to build a community centre, and this has been the mandate under which the next stage of the project has been undertaken.
- Planning permission was granted at the Planning committee on 7 September 2016.
- (19 representations were received: 9 Objections and 10 Support of application).
- Legal agreements transferring rights of temporary access, permanent access, transfer of land and parking refurbishment were all signed off on 21 January 2020.
- The initial Board meeting was held on 3 February 2020.
- CSPC signed off the commencement of RIBA Stage 0 and the phases associated with this; Project Governance Terms of Reference and the RIBA Phase Delivery Plan.
- CSPC were in the process of drawing up a new Business Plan and consulting with members of the community as to what their requirements are for the new Hub.
- CSPC have targeted a November 2023 project completion for the community centre.

Discussions included the following points:

- The amount of £420,000 is not indicative of the total cost of the project but a grant from Tunbridge Wells Borough Council to help enable the delivery of CSPC's project.
- Following the removal of services from Cranbrook in previous years it was understood to be well documented that this sum of money was held for CSPC to use as they see fit.
- Confirmation that a new Project Board was set up, the land was secured, all legal documents regarding the access and the difficulties with the co-op were now resolved and all legal framework was in place.
- The money being granted would secure an additional parcel of land which if not attained will make the project more difficult therefore it is required immediately and is imperative to the

success of the project.

- Concerns were raised about how CSPC would be able to refund the granted sum if the project was not delivered.
- There were no further risks to Tunbridge Wells Borough Council, when the cost of the scheme is fully known CSPC will be responsible for putting a business case together to fund the rest of the project.
- Notwithstanding concerns raised relating to consultations carried out with the residents of Cranbrook, Members were reminded that the decision to be made was based on a commitment in the five year plan which has already been adopted by Full Council.
- Councillor Ellis requested that it be noted; that with regards to the release of the funds, that a proviso be added that Tunbridge Wells Borough Council grant the money for the purchase of the land and then once the business plan is put forward the remainder of the grant be released, however officers confirmed that the Section 151 Officer and the Monitoring Officer will be determining the conditions on the release of the funds.

RESOLVED – That the recommendations as set out in the report, be supported.

Councillor Fairweather left the Committee Meeting after this topic was discussed and did not return at any other point during the meeting.

PADDOCK WOOD CABINET REPORT

COM33/19 Denise Haylett, Head of Facilities and Community Hubs provided background to and presented her report which included the following points:

- The project had approached the end of RIBA stage 3 with designs and cost schedules complete and awaiting final sign off by Paddock Wood Town Council (PWTC) 24 February 2020.
- Subject to approval being granted, PWTC will now have to consider the best options for moving the project forward.
- The project had been out for consultation at each RIBA stage including RIBA stage 3 in early 2019. (Note: RIBA Stage 1 was signed off in January 2018 and RIBA Stage 2 was in June 2018)
- Moving forward there would be further engagement taking place including throughout the planning stage during which there will be a 3 month statutory consultation period.
- PWTC have engaged for many years with the residents of PWTC and a timeline of this is on their website.
- Political commitment by the Borough Council as referenced in the Five Year Plan is to recognise and support community centres in the Borough in which Paddock Wood is one of those.
- The Section 151 Officer and the Monitoring Officer will determine the source of the funding in Option 3 and will put in place conditions on the release of the funding and the time restriction to this.
- It is important to note that this project is a Parish Council project and that Tunbridge Wells Borough Council are only there as a supporting role as an enabling Council.

Discussions included the following points:

- Notwithstanding concerns and objections raised regarding the

location of the Community Centre, Members were reminded that the grant of £400,000.00 was for a contribution towards the build of a Community Centre.

- Concerns were raised regarding the level of consultation carried out with Paddock Wood residents.
- Confirmation that the grant will be repayable to Tunbridge Wells Borough Council should the project not be completed.

RESOLVED – That the recommendations as set out in the report, be not supported.

CLIMATE EMERGENCY ADVISORY PANEL – TERMS OF REFERENCE

- COM34/19 Councillor Matthew Bailey, Portfolio Holder for Sustainability and Mr Gary Stevenson, Head of Housing, Health and Environment presented the report which including the following points:
- At it's meeting on 17 July 2019 Full Council declared a climate emergency and agreed that a panel should be set up dedicated to working towards Tunbridge Wells Borough Council being carbon neutral by 2030.
 - The working group will act as an advisory to Cabinet in relation to the development, implementation, monitoring, evaluation and review of Council's response to the climate emergency.

Members questions and debate – There were no matters of significance discussed.

RESOLVED – That the recommendation as set out in the report, be supported.

CHARGING FOR DISCRETIONARY ENVIRONMENTAL HEALTH SERVICES

- COM35/19 Councillor Matthew Bailey, Portfolio Holder for Sustainability and Mrs Tracey Beattie Mid Kent Environmental Health Manager presented the report which including the following points:
- Expanding the number of discretionary charges with regard to pre-application planning advice on acoustic, air quality and contaminated land assessments, Enhanced Contaminated and advice to businesses for food hygiene.

Members questions and debate – There were no matters of significance discussed.

RESOLVED – That the recommendation as set out in the report, be supported.

ENVIRONMENTAL HEALTH ENFORCEMENT POLICY 2020

- COM36/19 Councillor Matthew Bailey, Portfolio Holder for Sustainability and Mrs Tracey Beattie Mid Kent Environmental Health Manager presented the report which including the following points:
- The revised policy is now a more robust up to date version including any changes in legislation in the last 5 years which officers must adhere to when making enforcement decisions.

Members questions and debate – There were no matters of significance

discussed.

RESOLVED – That the recommendation as set out in the report, be supported.

URGENT BUSINESS

COM37/19 There was no urgent business.

DATE OF THE NEXT MEETING

COM38/19 The next meeting was scheduled for Thursday 26 March 2020 at 6.30pm

NOTES:

The meeting concluded at 8.15 pm.

An audio recording of this meeting is available on the Tunbridge Wells Borough Council website.