



To the Members of the Borough Council

Dear Sir/Madam

You are hereby summoned to attend a Meeting of the Ashford Borough Council, to be held in the Council Chamber - Ashford Borough Council on Thursday, 5th March, 2020 at 7.00 pm.

Yours faithfully

T W Mortimer
Corporate Director (Law and Governance)

Agenda

Page Nos..

1. **Apologies**
2. **To consider whether any items should be dealt with in private because of the likely disclosure of Exempt or Confidential Information**
3. **Declarations of Interest** 1 - 2
 1. To declare any interests which fall under the following categories, as explained on the attached document:
 - a) Disclosable Pecuniary Interests (DPI)
 - b) Other Significant Interests (OSI)
 - c) Voluntary Announcements of Other Interests

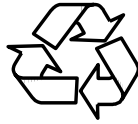
See agenda item 3 for further details
4. **To confirm the Minutes of the Council Meeting held on the 19th December 2019** 3 - 12
5. **To receive any announcements from the Mayor, Leader or other Members of the Cabinet**
6. **To receive any petitions**
7. **To receive any questions from, and provide answers to, the public (being resident of the Borough) which in the opinion of the Mayor are relevant to the business of the Meeting**

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| 8. | To receive, consider and adopt the Minutes of the Meeting of the Licensing and Health and Safety Committee on 15th January 2020 | 13 - 20 |
| 9. | To receive, consider and adopt the recommendations set out in the Minutes of the Meetings of the Cabinet held on the 19th December 2019, 30th January and 27th February 2020 (to follow) - with the following exception - The recommendations of the 27th February meeting regarding the item 'Budget 2020/21 be deferred for consideration with Agenda item No. 10 | 21 - 32 |
| 10. | To consider the recommendations of the Cabinet regarding the item 'Budget 2020/21 (which includes the adoption of the budget) and the report 'Council Tax 2020/21 Resolutions (to follow) and to determine the Borough Council's precept on the Collection Fund. | |
| 11. | To receive the Minutes of the Standards Committee held on 3rd February 2020 | 33 - 34 |
| 12. | To receive, consider and adopt the Minutes of the Meeting of the Selection and Constitutional Review Committee held on 30th January 2020 with the exception of Minute No. 280 which will be deferred for consideration with Agenda Item No 13. | 35 - 38 |
| 13. | Dissolution of the Grouped Parish Council for Mersham and Sevington and Minute No. 280/1/20 | 39 - 74 |
| 14. | Programme of Meetings 2020/21 and 2021/22 | 75 - 80 |
| 15. | To consider Motions of which Notice has been given pursuant to Procedure Rule 11 | |
| 16. | Questions by Members of which Notice has been given pursuant to Procedure Rule 10 | |

NOTE: - If debate on any item included within this Agenda gives rise to the need to exclude the press and public due to the likelihood of Exempt or Confidential information being disclosed the following resolution may be proposed and seconded and if carried, the press and public will be requested to leave the meeting for the duration of the debate.

That pursuant to Section 100A(4) of the Local Government Act 1972, as amended, the public be excluded from the meeting during consideration of this item as it is likely that in view of the nature of the business to be transacted or the nature of the proceedings that if members of the public were present there would be disclosure of exempt information hereinafter specified by reference to the appropriate paragraphs of Schedule 12A to the Act, where in the circumstances the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

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Declarations of Interest (see also “Advice to Members” below)

- (a) **Disclosable Pecuniary Interests (DPI)** under the Localism Act 2011, relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares a DPI in relation to any item will need to leave the meeting for that item (unless a relevant Dispensation has been granted).

- (b) **Other Significant Interests (OSI)** under the Kent Code of Conduct relating to items on this agenda. The nature as well as the existence of any such interest must be declared, and the agenda item(s) to which it relates must be stated.

A Member who declares an OSI in relation to any item will need to leave the meeting before the debate and vote on that item (unless a relevant Dispensation has been granted).

However, prior to leaving, the Member may address the Committee in the same way that a member of the public may do so.

- (c) **Voluntary Announcements of Other Interests** not required to be disclosed under (a) and (b), i.e. announcements made for transparency alone, such as:

- Membership of amenity societies, Town/Community/Parish Councils, residents' groups or other outside bodies that have expressed views or made representations, but the Member was not involved in compiling or making those views/representations, or
- Where a Member knows a person involved, but does not have a close association with that person, or
- Where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position.

[Note: Where an item would be likely to affect the financial position of a Member, relative, close associate, employer, etc.; OR where an item is an application made by a Member, relative, close associate, employer, etc., there is likely to be an OSI or in some cases a DPI. ALSO, holding a committee position/office within an amenity society or other outside body, or having any involvement in compiling/making views/representations by such a body, may give rise to a perception of bias and require the Member to take no part in any motion or vote.]

Advice to Members on Declarations of Interest:

- (a) Government Guidance on DPI is available in DCLG's Guide for Councillors, at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/5962/2193362.pdf
- (b) The Kent Code of Conduct was adopted by the Full Council on 19 July 2012, and a copy can be found in the Constitution alongside the Council's Good Practice Protocol for Councillors dealing with Planning Matters. See <https://www.ashford.gov.uk/media/2098/z-word5-democratic-services-constitution-2019-constitution-of-abc-may-2019-part-5.pdf>
- (c) Where a Member declares a committee position or office within, or membership of, an outside body that has expressed views or made representations, this will be taken as a statement that the Member was not involved in compiling or making them and has retained an open mind on the item(s) in question. If this is not the case, the situation must be explained.

If any Member has any doubt about any interest which he/she may have in any item on this agenda, he/she should seek advice from the Director of Law and Governance and Monitoring Officer, or from other Solicitors in Legal and Democracy as early as possible, and in advance of the Meeting.

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Ashford Borough Council

Minutes of a Meeting of the Ashford Borough Council held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **19th December 2019**.

Present:

Cllr. J S Link (Deputy Mayor in the Chair);

Cllrs. Anckorn, Bartlett, Mrs Bell, Bell, Blanford, Buchanan, Burgess, Campkin, Chilton, Clarkson, Clokie, Dehnel, Farrell, Feacey, Forest, Harman, Hayward, B Heyes, T Heyes, Howard, Howard-Smith, Iliffe, Knowles, Ledger, Michael, Mulholland, K Ovenden, N Ovenden, Pickering, Shorter, Spain, Sparks, C Suddards, L Suddards, Turner, Wedgbury, White, Wright.

Prior to the commencement of the meeting the Reverend Mackenzie said prayers.

Apologies:

Cllrs. Barrett, Gideon, Krause, Rogers, Smith, Walder, Ward, Webb.

Also Present:

Chief Executive, Director of Law and Governance, Director of Finance and Economy, Head of Legal and Democracy, Head of Finance and IT, Head of Planning and Development.

257 Exempt or Confidential Information

The Deputy Mayor asked whether any items should be dealt with in private because of the likely disclosure of exempt or confidential information. The Director of Law and Governance advised that there were none.

258 Minutes

Resolved:

That the Minutes of the Meeting of the Council held on the 17th October 2019 be approved and confirmed as a correct record.

259 Announcements

(a) The Deputy Mayor

The Deputy Mayor said it was a great pleasure to be the Chairman for this evening's Full Council meeting, the final one for 2019. At this point, on behalf of the Mayor, he wanted to extend Councillor Jenny Webb's apologies for not being present at this meeting. Owing to the change of date, due to the General Election, the Mayor had

been committed to attending the Ashford Sea Cadets Prize Giving and Awards evening. As one of her chosen charities the Mayor wished to be there to present the prizes to the young people at this special event. However Members would be pleased to know that the Mayor would arrive a little later on and had invited all to join her in the Committee Rooms after the meeting for the annual Christmas Reception.

He said he would like to take the opportunity to pass on some “well-dones” following last week’s General Election.

Firstly, his sincere congratulations were extended to Damian Green who had been re-elected as the MP for Ashford. He also wanted to give a special message of recognition to everybody who stood in Ashford and those who were involved in the campaigns for the various candidates. Any Election was a very intense time for everyone involved and all should be acknowledged for their efforts.

Secondly, he wanted to give congratulations to one of their number, Councillor Jo Gideon, who had been elected as MP in the seat of Stoke-on-Trent Central. This was clearly some achievement and they wished her well.

Thirdly, as some would know, this evening was the final engagement for their very dear friend, Reverend John Mackenzie. Reverend Mackenzie had accepted the honour to be the Mayor’s Chaplain for Cllr David Smith, Cllr Winston Michael and this year for Cllr Jenny Webb. John was known to all for his kindness and dedication to the Borough over many years and always being there to support, not just the Council, but also the Town and its projects. All would greatly miss his inclusive approach and willingness to extend the hands of friendship and love across cultures. So, on behalf of the Mayor of Ashford and all present, he said he would like to wish he, Sophie and all the family good luck in their new adventure at Holloway.

Finally, the Deputy Mayor said he would like to take this opportunity to wish all present a very enjoyable Christmas break and a happy and successful New Year.

(b) Leader of the Council

The Leader began by echoing the Deputy Mayor’s comments about John Mackenzie. He had been delighted to have the opportunity to have breakfast with John and his wife Sophie in the Mayor’s Parlour the previous day. He was moving to pastures new in Holloway, which was an area he personally knew well, and whilst their gain would be Ashford’s loss, he was sure John’s love and kindness would be very well received.

As had also already been mentioned, they had experienced the General Election the previous week and it had resulted in many re-arranged meetings, including this one, and it would be nice to get back to normal after Christmas! He did want to pass on a thank you to the Returning Officer and her staff who had been working so hard over a number of weeks to make sure everything worked smoothly. From polling stations, postal votes, right through to the counting on the night, it was a massive drain on the staff of the Council and he wanted to thank all involved. He also wanted to congratulate one of his Cabinet Members, Councillor Jo Gideon, who had been elected as an MP for Stoke on Trent Central and would be a hard person to replace.

The Leader said that as the year drew to a close he wanted to reflect on a small number of achievements and developments they had seen in the Borough, and pick out one or two highlights that had occurred over the last twelve months.

The arrival of a 1.6 acre craft brewery experience – The Curious Brewery from English wines expert, Chapel Down – was enabling it to grow its domestic and international distribution and contribute to the Borough’s strong tourism offer. This had been a great achievement for the Borough and Chapel Down seemed to be branching out all over the world and had a great reputation. The multi-million pound, state-of-the art, custom-built brewery which had opened in May was proving to be very popular indeed.

The McArthurGlen Designer Outlet had expanded – a £90m investment adding 100,000 square feet of retail space and creating 500 new jobs through the introduction of 50 new luxury and premium brands. The expansion, which opened in October, had seen an exciting new ‘Garden of England’ themed playground, new dedicated events space, a Changing Places facility and Europe’s largest living wall added to the centre. The Centre welcomed 3.6m visitors per year, and this was expected to rise to around five million plus per year over the next five years. The expansion would create a flagship shopping and leisure destination in the South East, providing a complementary offer to the town centre and driving long-term economic benefits for Ashford.

October had also seen the partial opening of Junction J10a of the M20 motorway. The long-awaited junction was being built 700 metres south east of the existing J10 and promised to be a catalyst for further economic and commercial development, providing much-needed extra transport capacity. He had also been advised that the junction was going to be operational from that evening so it was probably happening as he spoke!

In early December, Eurostar International Ltd, in partnership with Network Rail, High Speed 1, the Office of Rail and Road, Ashford Borough Council and Kent County Council, had successfully tested their new Class 374 trains on the Ashford railway spurs. This meant that Eurostar’s new Class 374 (e320) trains were now able to serve Ashford International Station to and from Paris, Lille and Brussels. While there would still be some refurbished Class 373 trains in operation (and these would, as always planned, be retained on the Disney, Ski and Marseille services), the new Class 374s would very quickly become the norm at Ashford International Station. The fully restored service of three daily trains each way between Ashford and Paris would commence from the summer timetable, which was due to start on 17 May 2020. Tickets for this extra Paris service would go on sale in January (as well as the existing daily Lille and Brussels trains each way). This multi-million pound investment in state-of-the-art signalling equipment at Ashford International Station would secure the long-term future of Ashford’s place on the European rail map. It was also worth re-iterating that whilst other areas of the country talked about High Speed 2 which may or may not ever happen, Ashford had High Speed 1 and all should be very proud of that.

The Leader advised that Ashford Borough Council had worked with award-winning Carl Turner Architects on adapting several disused industrial buildings into a mixed-use campus providing a stylish food and drink destination, flexible indoor/outdoor event space and co-working space aimed at start-up firms. Carl Turner had designed projects like Pop Brixton and Peckham Levels, which had seen areas of London transformed into popular leisure and workspaces and he was sure Ashford would see the same here. The Coachworks had welcomed an estimated 1000 visitors during its opening weekend, with a Christmas market drawing in the crowds. On the same weekend several thousand people enjoyed the six showings of Glow International and followed the Winter Forest trail through the town centre as part of the Illuminities events and a week later the Carnival of the Baubles had brought Ashford Town Centre to life on a Saturday evening creating a fantastic atmosphere and a wonderful spectacle. All had been very pleased with how successful these events had been and the feedback from the community had been really positive.

Finally, given that this was the last Full Council meeting of the year, the Leader said he would like to join the Deputy Mayor in wishing a Merry, Safe and Happy Christmas and New Year to colleagues, Officers and most importantly the people of Ashford.

Councillor Chilton said that he also wanted to place on record his thanks to the Returning Officer and all involved in the election. He also wanted to pay tribute to his colleague Councillor Dara Farrell, who stood in Ashford and actually did quite well given the broader national picture. He wanted to ask in light of the threat to A&E services and the public concern about the risks involved, when they could expect to see a replacement for the Portfolio Holder covering Health, now she had been elected as an MP?

The Leader said that the upcoming Christmas break would give an opportunity to reflect and he was sure that there would be an announcement about the filling of this vacancy shortly after Christmas.

Councillor Campkin asked if given that Councillor Gideon was the only female Portfolio Holder, would the gender balance be reflected with the appointment of the new Portfolio Holder?

The Leader replied that his history would show that he was not slow in appointing female colleagues, given that in his previous life he had employed the first full-time female firefighter in London, but on this occasion, as he always did he would look to appoint the best person for the job in his judgment, irrespective of gender.

260 Cabinet – 28th November 2019

Resolved:

- That (i) the Minutes of the Meeting of the Cabinet held on the 28th November 2019 be received and noted with the exception of Minute Nos. 212, 217, 218 and 220.**
- (ii) Minute Nos. 212, 217, 218 and 220 be approved and adopted.**

261 Audit Committee – 3rd December 2019

Resolved:

That the Minutes of the Meeting of the Audit Committee held on the 3rd December 2019 be received and noted.

262 Standards Committee – 9th October 2019

Resolved:

That the Minutes of the Meeting of the Standards Committee held on the 9th October 2019 be approved and adopted.

263 Questions by Members

(a) Question from Councillor Ledger to Councillor Clarkson, Leader of the Council

“Now that we have a settled and strong Government with an expressed wish to ‘let the healing begin’, I feel there is a role for this Administration to actively and positively lobby on behalf of all sectors of our community. Could we therefore have an assurance that the Leader and Cabinet Members will fight for justice and fairness for everyone? That they will lobby our MP and the Government on behalf of our residents, prioritising our community’s needs to ensure that Ashford grows in a way that provides opportunity for all?”

We as a Council need to ensure that affordable housing is truly affordable by local people and is prioritised as a rural must. Local needs housing requires prompt and full attention so that young people do not have to move out of their community to set up home.

Our villages have a vital role to play in the biggest issue facing us all, which is not Brexit, but the unforgiving and undeniable global and local effects of climate change. Our countryside also needs support, not pressure, from Government to have swathes of large four and five bedroom houses imposed.

Like many Councils we need tools that help us ensure that planned development delivers on time and in full so that we can meet our housing targets and importantly, protect our countryside and it play a proper and sound environmental role for our future generations.

We need our MP to take these messages to Parliament and stand up for our rural corners, not just standing up for Ashford and Tenterden. Will the Leader please give us the assurances our rural communities so desperately need?”

Reply by Councillor Clarkson

“Firstly I would like to thank Councillor Ledger for what I consider to be more of a Party Political statement than a question. However I must in fairness concede that the statement does embody a question or two in terms of seeking certain assurances. I am somewhat surprised at both the tone and content but this gives me an opportunity to not only answer the questions, but to also explain just what we have done and are doing as a caring Authority about these matters. It also gives me an opportunity to correct factual inaccuracies and seriously misleading statements.

With regard to your first point about us lobbying Government, I can advise you that Members of this Administration are not slow in lobbying Central Government, indeed on occasions they lead with things like Space Standards for housing development, where the Government follows us 18 months later, and for arrangements for removing HGVs from inappropriate locations and being the only Local Authority in the United Kingdom to ask for and be given clamping powers.

In your second paragraph you seek assurances about justice and fairness for everyone. This Council, under a Conservative Administration, cares passionately about everyone in our Borough and we pride ourselves in supporting everyone in most need – be it financially or in terms of disability or other matters. This Conservative Administration has been able, through sound and prudent financial management, to levy the lowest Council Tax in the whole of the county for over a decade. Furthermore this Authority has one of the most generous Council Tax Support Schemes in the county and is the only Councils in Kent to employ two Welfare Support Officers, who will engage directly with those in most need. This will in turn ensure that real and meaningful support is available to those in most need. This Council Tax scheme for lower income groups is one of the fairest in the Council and we are also the only Authority in Kent to give additional rate relief to those with disabilities in the lower income group. In addition to that we further support people through the Exceptional Hardship payment scheme which is set to rise from £50,000 to £200,000 in April 2020. We are also about to embark on a project to make significant improvements to the six least affluent Wards in our Borough. We are taking positive steps to increase facilities and improve access for those with disabilities – this is particularly so in terms of Changing Places toilet facilities where we lead the entire UK in this field. In the New Year we will be undertaking a Borough wide residents survey to update and better understand the needs of all sections of the Borough and their communities, something we do every two to three years. ABC supports events that are available for everyone to enjoy such as the Create Festival which attracts over 15,000 people, and the recent Winter Events Programme including Glow International and the Festival of the Baubles attracting another 1000 people with a procession of lanterns made by local school children from across the Borough through the town centre– again indicative of how we feel about our Borough.

ABC had enabled rural transport schemes such as the Wealden Wheels, Rolvenden Rocket and Woodchurch Wagon, ensuring that those living in the more isolated parts of the Borough can actually access services and meet with friends and family. Only last week, the Chief Executive and I met with the Principals at Stagecoach to discuss further rural bus services for the villages. There is regular support for rural projects

through the Community Grant Fund and recent examples include £10,000 for Smarden Stores towards the cost of running a community Post Office and store, to Chilham Parish Council for footpaths around the recreation ground and Section 106 funding in places such as Bethersden etc. There is support for Parish Councils through KALC and a dedicated ABC Liaison Officer and advice and support to Parish Councils on issues such as open space and play as and when required.

In your third paragraph you mention the question of affordable and local needs housing. This Conservative led Administration continues to lead the way in delivering affordable and local needs housing. Our Rural Housing Needs Scheme is the best in the South East. We have 40% affordable housing in rural developments, seven rural exceptions sites which have delivered 45 properties since 2011, 219 rural properties delivered since 2011 and a further six homes to be delivered in the New Year. In addition the Council has since 2013 purchased some 78 street properties, 11 of which were indeed in the rural areas. The delivery of affordable rural housing is essential for rural life, for example in Smarden it has kept the local school open and maintained facilities. The Community Land Trust in Tenterden is another example of where we are supporting the delivery of affordable rural housing. As the Borough's largest social housing provider we continue to lead the way and influence the market in a positive way. ABC continues to fund local needs surveys to ensure we are responding to what local people want and this often means a variety of housing products to ensure balanced communities, for example we always try our hardest to ensure that shared ownership homes are taken up by local people first enabling them to get on the housing ladder and stay in their villages. This does not mean that our work on this is in any way complete and conversations continue to find ways to further enhance young people getting on the housing ladder. Our work has been recognised by others and we continue to win, or be shortlisted for, housing awards for schemes such as Farrow Court, Danemore and Noakes Meadow. We also work with Housing Associations to provide local needs housing, just like the scheme that was opened by HRH the Princess Royal last week in Warehorne and I believe that we are ahead of all other Authorities in the South East for housing provision for the ageing population. Our programme for sheltered and supported accommodation is also well ahead of other Local Authorities, yet we do need to understand that there is still more to do. In terms of homeless families we lead in terms of providing good quality temporary accommodation and support such as Christchurch House and Christchurch Lodge are examples of better Short Stay accommodation rather than B&B and gives us an important capital asset that serves the needs in a much better way and saves the rate payers money – a win-win situation.

In your fourth and fifth paragraphs you mention climate change and make reference to Government pressure for the countryside to have a swathe of four and five bedroom houses – this is just factually inaccurate. Ashford has a strong planning policy to ensure that the right homes are built in the right place. We continue to be a plan-led Authority to ensure that homes are built in a sustainable way that protects the Borough from inappropriate housing development and therefore protecting the villages. We undertake housing needs assessments to ensure a mix of housing is available to meet the needs of local people and that communities are balanced. ABC has pledged to become carbon neutral by 2030 and 80% by 2025. By actively seeking to address climate change the Council will be improving the wellbeing and prosperity of all its residents. A Carbon Neutral Strategy and Action Plan is currently

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being developed and we must show leadership by becoming carbon neutral and reducing our own emissions and we will work closely with residents, community groups and local businesses to enable them to achieve carbon neutrality as well.

In your last paragraph you do a grave injustice to our local MP by implying that he does not stand up for all in our Borough. I quote – “we need our MP to take these messages to Parliament and stand up for our rural corners, not just standing up for Ashford and Tenterden. Will the Leader please give us the assurances our rural communities so desperately need?” I do not need to give you that assurance but I would ask that elected Members refrain from making such remarks that could be seen to create division between the rural and urban areas. I also need to remind colleagues that Damian Green, the MP for most of our Borough, stands up for all parts of this Borough and has intervened and lobbied hard to support this Borough on many matters and many occasions and I can assure you he has no delineation between rural and urban.

Mr Deputy Mayor, this Conservative Administration is a very caring one that does serve all of the people of Ashford and will continue to do so.”

Supplementary Question by Councillor Ledger

“Thank you Mr Deputy Mayor. I just really want to reflect on one issue that the Leader has mentioned and that was the very positive social housing scheme that was opened by the Princess Royal in Warehorne last week. The Leader, Chief Executive and The Mayor were all present and I am really proud to say that this is in my Ward. There needs to be something of a culture change of landowners that want to maximise land values and I would ask that this Administration research and find ways of how we can best persuade landowners to present and supply land, whether to the Borough Council, or to Housing Associations, at a reasonable cost to ensure the viability of other social housing schemes like Goldfield in Warehorne. This development is a beacon of light and an example to be followed. It was a lifeline to some Warehorne residents who would otherwise have had to move away, and many colleagues here tonight would I’m sure recognise that it would be a similar lifeline in many other villages as well if we could turn the tide. Whether there is a need for incentives to come from Central Government, or perhaps ourselves, I can’t answer that, but I would ask that we push this initiative forward with vigour and priority and I ask the Leader if he could come back to our next Full Council meeting with a message of how we could take this forward?”

Reply by Councillor Clarkson

“I would firstly respond to Councillor Ledger that Full Council Meetings are not really an avenue to do business like that. If you want to know what we are doing on that you can always discuss that with our Officers or myself and Cabinet colleagues. You do need to understand that when mentioning land values and Government activities, unfortunately I did not stand in the General Election and therefore my ability to influence these is somewhat limited. As I mentioned earlier we do often lobby MP’s and other agencies on matters relating to this Borough. You also mention the site in Warehorne, but there are other sites in this Borough where we have exactly the same sort of development and we work with landowners and we call these

‘exceptional sites’ – where you don’t get the full value but you can get affordable housing and we will bridge some of that gap. So we are doing some of this. We have approximately 100 Officers in our Housing Revenue Account who are working on all of these issues. I think we are doing fairly well, that does not mean we are complacent and will not be pressing for more and it is why we are doing all of the things I mentioned earlier. I do welcome the aforementioned scheme and I am keen for young people to get on the housing ladder. The first house I bought with my wife was with the help of Wandsworth Borough Council, so I do understand. However I do think we are very progressive in this Borough which is why we get nominated for so many awards. I do take on board what you say and you are welcome to come and talk to me about it at any time.”

Supplementary Question by Councillor Wedgbury

“Does the Leader agree with me that having and maintaining the lowest Council Tax in Kent also helps the poorest and most vulnerable in our society, particularly those on fixed incomes by keeping their costs down and as a Council we should all be working hard together to maintain that for the people of Ashford?”

Reply by Councillor Clarkson

“I am delighted to agree with Councillor Wedgbury. Not only does it help, but this Authority has also not cut any services. In fact we have increased services. When I took over as Leader seven years ago we were the lowest ranked Authority for recycling and the people of our Borough worked hard to now make us the best recycler in the County. We are also the only District in Kent with a District Deal with KCC to work together and we have used that to take the Grounds Maintenance service in-house to make our lovely Borough in the Garden of England look nice again. We bought a yard and all new equipment for them and they are now working hard and doing a brilliant job for our Borough. That’s how we view things here – not only do we keep the Council Tax low, through prudent financial management we’ve been able to do much more than they do in other Boroughs. I am passionate about this Borough and passionate about the people in it, and I want to provide them with a brilliant and continually improving service, which we’ve done without raising the Council Tax.”

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Licensing and Health and Safety Committee

Minutes of a Meeting of the Licensing and Health and Safety Committee held in Committee Room 2, Civic Centre, Tannery Lane, Ashford on the **15th January 2020**

Present:

Cllr. Feacey (Chairman);
Cllrs. Burgess, Ledger, Pickering, Rogers, Shorter and Wright.

Apologies:

Cllrs. Buchanan, Mulholland.

Also Present:

Environmental Protection and Licensing Team Leader, Chartered Environmental Health Practitioner, Principal Litigator, Member Services Officer.

264 Declaration of Interest

Councillor	Interest	Minute No.
Feacey	Made a 'Voluntary Announcement' as he was the Managing Director of Energyshift who worked with members of the taxi trade, he was on the Management Committee of UK LPG and was Chairman of the Ashford Volunteer Bureau who ran its own cars.	266, 267

265 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 15th January 2019 be approved and confirmed as a correct record.

266 Proposed Fee Levels for Licence Applications 2020/2021

The Environmental Protection and Licensing Team Leader introduced the report and advised that the setting of licensing fees generally allowed the Licensing Authority to recover the costs of processing licence applications, regulation and back office costs associated with the running of the licensing regime. Although there was no legal duty for licensing fees to be cost neutral, the council had a responsibility with reference to managing public funds and setting appropriate fees. The fees also could not be set so as to be profit making. He drew attention to the proposed fees contained within the report.

Gambling Related Fees

The report recommended that the fees increase in line with inflation, except where fees were at the statutory maximum.

Sex Establishment Fees

The report proposed that the fees increased broadly in line with inflation (RPI), except for applications for the grant of a licence for which it was proposed the fee should remain at £3,397.

Hackney Carriage and Private Hire Fees

It was proposed to adjust the hackney and private hire fees to better reflect the cost of regulation, and to ensure that the fees against each application type and work was better reflected. It was therefore proposed that for 2020/21;

- Drivers' licences increase £14 for a 1-year licence and £33, for a 3-year licence, to better reflect the cost between driver and vehicle licences. This increase took the application fee for a three-year licence to £145.
- Vehicle licence grant and renewals remain at current rates to better balance the cost of regulation between drivers and vehicles.
- The application to become a joint private and hackney carriage driver licence holder increase 20% (£5) along with an increase in the cost of the hackney knowledge test of 3.6% (£2) to better reflect the cost of driver applications.
- Private hire operators licences increase between 3.3%-3.8% depending on the number of vehicles held on the licence.
- Transfer of vehicle licences increases 6.7% (£2) to better reflect the cost of processing such applications. These costs had been artificially kept low over recent years to promote the transfer of vehicles to newer vehicles, however a separate incentive scheme was operational to promote the uptake of ultra-low emission vehicles. That incentive scheme was worth approximately £1,000 to vehicle proprietors over a three-year period.
- Replacement plate fee increases 2.5% (50p).

The Environmental and Licensing Team Leader advised that the adjustment in figures related to a recent Court judgement, which reiterated the need to ensure that the fees for vehicles and drivers covered their respective costs. This adjustment had been made based on the inflationary increase of 3% for vehicles being transferred to driver licence fees to better reflect the cost of administration and regulation. Due to vehicle license fees being much higher and more commonly paid every three years, the respective increase this year was much greater. The increase would not present an increase to income, but was an adjustment to the source of income to better

reflect the costs associated with licensing and regulating drivers. This would ensure that the fees remained fit for purpose.

By way of comparison, the driver licence fee was the currently the lowest in Kent, and with the proposed increase would remain the second lowest. The vehicle licence fee was the sixth highest out of the 13 district councils.

Scrap Metal Dealers Fees

The report recommended an increase in line with inflation.

Recommended:

- (i) that the fees used for gambling applications and notices as given below be approved.

RECOMMENDED GAMBLING RELATED LICENCE FEES FOR 2020/21

Premises Type	New Application (£)	Annual Fee (£)
New Small Casino	7103 (8000)	4032 (5000)
New Large Casino	8450 (10000)	8130 (10000)
Regional Casino	13385 (15000)	12552 (15000)
Bingo Club	2432 (3500)	757 (1000)
Betting Premises (excluding Tracks)	2475 (3000)	491 (600)
Tracks	1902 (2500)	757 (1000)
Family Entertainment Centres	1902 (2000)	654 (750)
Adult Gaming Centre	1902 (2000)	762 (1000)
Temporary Use Notices	210 (500)	N/A

	Application to Vary	Application to Transfer	Application for Re-Instatement	Application for Provisional Statement	Licence Application (provisional Statement holders)	Copy Licence	Notification of Change
	£	£	£	£	£	£	£
New Small Casino	2908 (4000)	1690 (1800)	1420 (1800)	7103 (8000)	2523 (3000)	25 (25)	50 (50)
New large Casino	3843 (5000)	1984 (2150)	2150 (2150)	8498 (10000)	4174 (5000)	25 (25)	50 (50)
Regional Casino	6270 (7500)	4573 (6500)	4573 (6500)	13385 (15000)	6517 (8000)	25 (25)	50 (50)
Bingo Club	1665 (1750)	924 (1200)	924 (1200)	2432 (3500)	1005 (1200)	25 (25)	50 (50)

Betting Premises (excluding Tracks)	1406 (1500)	924 (1200)	924 (1200)	2432 (3000)	1005 (1200)	25 (25)	50 (50)
Tracks	1250 (1250)	924 (950)	924 (950)	1902 (2500)	950 (950)	25 (25)	50 (50)
Family Entertainment Centres	860 (1000)	924 (950)	924 (950)	1902 (2000)	832 (950)	25 (25)	50 (50)
Adult Gaming Centre	860 (1000)	924 (1200)	924 (1200)	1902 (2000)	1002 (1200)	25 (25)	50 (50)
Temporary Use Notices	N/A	N/A	N/A	N/A	N/A	25 (25)	N/A

(ii) that the sex establishment fees as given below be approved.

RECOMMENDED SEX ESTABLISHMENT LICENCE FEES FOR 2020/21

	CURRENT FEES 2019/20	PROPOSED FEES 2020/21
Grant	£3397	£3397
Transfer	£315	£324
Renewal	£315	£324

(iii) that the Hackney Carriage, Private Hire and Operator applications licence fees as given below be approved for the purposes of public consultation.

**RECOMMENDED HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING FEES
2020/21**

	CURRENT FEES 2019/20	PROPOSED FEES 2020/21
Private Hire & Hackney Carriage Drivers Licence (for 1 year)	£56.00	£70.00
Private Hire & Hackney Carriage Drivers Licence (for 3 years)	£112.00	£145.00
Additional driver's licence (adding a licence)	£25.00	£30.00
Hackney Carriage Knowledge Test & Re-test	£55.00	£57.00
Replacement badge / Licence	£11.50	£12
Vehicle Licence - New or Renewal (including vehicle plate) for 1 year	£320 - New £300 - Renewal	£320 - New £300 - Renewal

Vehicle Plate Internal / External	£20.00	£20.50
Transfer of Vehicle Licence (with or without vehicle plate)	£30.00	£32.00
<i>Vehicle Inspection - Test Fee (set by contract)</i>	£32.00	£32.00
<i>Vehicle Inspection - Missed Appointment (set by contract)</i>	No Charge	No Charge
Private Hire Operators Licence - New or Renewal (for 5 years)	1-3 vehicles : £134 4-10 vehicles : £445 11-20 vehicles : £890	1-3 vehicles : £139 4-10 vehicles : £460 11-20 vehicles : £919
To increase number of vehicles licensed during duration of Operators Licence	1-3 : £132.00 4-10 : £307.00 11-20 : £445.00	1-3 : £137.00 4-10 : £318.00 11-20 : £461.00
Fee for Returned (Bounced) Cheques	£16.50	£17.00

(iv) that the scrap metal, site and collectors fees as given below be approved.

**RECOMMENDED SCRAP METAL, SITE AND COLLECTORS LICENSING FEES
2020/21**

	CURRENT FEES 2019/20	PROPOSED FEES 2020/21
Grant Site Licence	£324	£334
Grant Collectors Licence	£217	£224
Renewal Site Licence	£217	£224
Renewal Collectors Licence	£109	£112
Variation	£82	£84
Replacement Licence	£11.50	£12

(v) that the annual licensing summary be received and noted.

267 Review of the Hackney Carriage Fare Scale 2020/21

The Chartered Environmental Health Practitioner introduced the report and advised that the Committee were asked to consider and set a Hackney Carriage Fee based on the information contained within the report. The fare scale was designed to protect the public from excessive fares and act as a maximum fare that could be charged. Drivers/proprietors were free to charge less or offer discounts, and this was actively encouraged. She drew attention to a number of points, namely:

- A total of 10 complete responses were received from the trade to the online survey detailed in the report, this had been open for one calendar month and was emailed to members of the trade, taxi forum reps and advertised on the ashford.gov.uk website. This figure represented an extremely small percentage of the trade, with there being a total of 634 taxi-based licences (although it should be noted that some individuals may hold more than once licence meaning an exact percentage could not be provided).
- 2017 saw an increase on the yardage rate of 3%, with 2019 seeing a 3% increase on the yardage rate and a 10pence increase on the drop rate.
- Fuel prices had remained consistent over the year.
- Insurance premiums for general vehicles had increased on average 3% over the past 12 months.

In recommending a fare scale, Officers asked the Committee to consider both a percentage change in the drop rate and yardage rates. The drop rate being the minimum charge and the latter being the ongoing fare per so many yards or seconds.

A Member felt that the low level of responses to the survey was disheartening. Low consultation response figures occurred year on year despite efforts to encourage a greater level of response from the trade. He felt that greater engagement from the trade should be encouraged, and he requested that Officers reported this back to trade representatives at the next Taxi Forum meeting.

A Member felt that the Committee had a social responsibility to the trade and he supported an increase in line with RPI.

The Chairman drew attention to the National Fare Charges table and Ashford's position within the top quarter of that table. There was a need to balance the needs of the taxi trade and that of the residents of the Borough and those that visited the Borough and used the taxi trade.

There was a motion put forward, and seconded, that there should be no increase to either the drop or yardage rate. This was voted upon and there was unanimous agreement.

Recommended:

That the Hackney Carriage fare scale for 2020/21 as given in the table below be approved for the purpose of issuing a public notice.

PROPOSED FARES FOR 2019/20

(a) Fares for distance or time: Rate 1	£
If the distance does not exceed 680 yards, for the whole distance or for the first 216 seconds of waiting time	2.90
For each subsequent 161.8 yards or uncompleted part thereof	0.20
Or for each subsequent period of 51.4 seconds of waiting time or uncompleted part thereof	0.20
(b) Fares for certain times and days: Rate 2	
a) For each hire commenced between 12 midnight and 7 am	1½ x Rate 1
b) For each hire undertaken on GOOD FRIDAY, EASTER MONDAY, MAY DAY, SPRING BANK HOLIDAY, SUMMER BANK HOLIDAY or any other specifically declared Bank Holiday only.	1½ x Rate 1
(i) Fares for certain times and days: Rate 3	
c) For each hire undertaken on a CHRISTMAS DAY, BOXING DAY or NEW YEAR'S DAY	2 x Rate 1
When the holiday charge (b) or (c) is payable the Night Charge (a) is NOT payable.	

2 Miles - £6.50
5 Miles - £13.10
10 Miles - £23.90

	£
Extras - up to a maximum of £1.20	
(a) for each person (excluding infants in arms) carried in excess of two persons (two children under 10 years of age count as one person) irrespective of distance.	0.20
Note: For the purposes of counting the number of persons <u>that the vehicle is licensed to carry</u>, children under 10 years of age should <u>each be counted as a person</u>. A babe in arms should not be counted as a person.	
(b) for each article of luggage conveyed outside the passenger compartment of the carriage	0.05
(c) for perambulators	0.05
(d) for dogs	0.10

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Cabinet

Minutes of a Meeting of the Cabinet held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **19th December 2019**.

Present:

Cllr. Clarkson (Chairman);
Cllr. Bartlett (Vice-Chairman);

Cllrs. Bell, Buchanan, Clokie, Feacey, Pickering, Shorter.

Apologies:

Cllrs. Barrett, Gideon, Krause, N Ovenden.

Also Present:

Cllrs. Burgess, Campkin, Forest, Harman, Hayward, Mulholland, Spain, Sparks, Wright.

Chief Executive, Director of Law and Governance, Director of Finance and Economy, Head of Legal and Democracy, Head of Planning and Development, Head of Environment and Land Management, Head of Community Safety and Wellbeing, Head of Finance and IT, Head of Culture, Arts and Cultural Industries Manager, Communications and Marketing Manager, Parking, Highways and Transportation Manager, Member Services Manager (Operational).

248 Minutes

Resolved:

That the Minutes of the Meeting of the Cabinet held on the 28th November 2019 be approved and confirmed as a correct record.

249 Leader's Announcements

The Leader said he was pleased that the General Election was now over and hoped that all in Government, both nationally and locally, could settle down and move forward. He wanted to give congratulations to one of his Cabinet Members, Cllr. Jo Gideon, who had been successful in being elected as MP for Stoke-on-Trent Central. He wished her well in her new Parliamentary role.

250 Creative Chilmington – Strategy Endorsement

The Portfolio Holder introduced the report which sought the Cabinet's endorsement of the strategy which was adopted, in principle, by the Chilmington Management Organisation in November 2019. He said he wanted to thank Officers and colleague Members for their input.

The Portfolio Holder for Planning and Development said it is important to note that this strategy had been very much about engaging the local community. This was already happening with existing residents and the local school, so it was not being imposed on them - they were actively engaged. He thanked Officers in Cultural Services and the Chilmington Management Organisation for their hard work on this strategy.

Resolved:

That the strategy to embed arts, culture and creativity within Chilmington be endorsed.

251 In House Environmental Crime Team

The Portfolio Holder introduced the report which explored the development of an in-house environmental crime enforcement team. The Government had introduced legislation and enforcement tools to enable Local Authorities to take action towards those who committed certain environmental crimes. These included investigative powers and fixed penalty notices and the proposed team would build on and utilise those powers and existing experience within the Council to target offenders of more serious environmental crimes and litter enforcement. Developing this new team would bring Ashford in line with neighbouring Districts in Kent and would meet public expectation that the Council robustly addressed environmental crime including fly tipping. The report also set out the activities that would be covered by the team and how it would function.

The Deputy Leader said that it was important to note that KCC made a budgetary allocation for each District to deal with fly tipping and he considered it was important for Officers to continue to draw down on that money each year for the benefit of the Borough.

In response to a question about whether the team could assist with fly-tips on private land, it was explained that initially the focus would be on public land but if the team were to expand in the future this was something it could look at. If evidence was discovered as part of a fly-tip on private land that could lead to identifying the culprits, then the new team would be able to investigate that.

Resolved:

That (i) the implementation of an In-House Environmental Crime Team be approved for a two year period.

- (ii) **a progress and future proposal report would come back to the Cabinet for consideration at the appropriate time.**
- (iii) **the income from fines be “ring-fenced” to support the service.**

252 Adoption of Village Envelope Boundary Maps - Challock

In accordance with Procedure Rule 9.3 Mr Jaques of Challock Parish Council spoke on this item. He said that although it had been discussed at the public consultation meeting in October 2018, there was still ambiguity where Challock fitted in to Local Plan Policies HOU3a & HOU5 under the modifications. The impact of HOU5 had not been made clear to the majority of parishioners and the Parish Council. It was only through a meeting with the Council’s Principal Policy Planner that the possible effects of the original confines when applying the HOU5 policy had been demonstrated and become more evident. He said that the Parish Council was disappointed that it had missed the opportunity to challenge the allocation of HOU5. To continue with the original confines they would have best been suited to HOU3a only. He considered that the whole process since the Cabinet had approved the village confines in 2015 had declined into disappointment with changes to the Local Plan omission sites and then the modifications which had in fact altered what the confines project set out to do. Now that Challock had been allocated HOU3a & HOU5 the Parish Council was still concerned that they may be open to further large scale development and hoped that the new agreed village confines map, which had made the line tighter, would limit this and protect their green spaces.

The Portfolio Holder thanked Mr Jaques for attending and for his comments. He said that the focus of this particular exercise had been to update the village envelope map. On the wider issue of Local Plan Policies these had obviously moved on greatly since 2015 with the development of the new Ashford Local Plan which had been discussed and examined at length over a number of years. The revised village envelope maps took account of those policies and the National Planning Policy Framework and would assist greatly with the protection of the village as requested by Mr Jaques and the Parish Council. Better and more clearly defining the confines of villages would allow for some small organic growth, and produce clear guidance when considering planning applications that came forward. Both Officers and Members were cognisant of the distinct details of both Policies HOU3a and HOU5 and he hoped that would give all involved some reassurance.

The Portfolio Holder then introduced the report which proposed a village envelope for Challock (as outlined at Map 1 in the report). As part of the process, Officers had been engaged with Challock Parish Council and they supported the map being presented. If endorsed by the Cabinet, the map would be used for the purposes of decision making on relevant planning applications in and around Challock.

Resolved:

- That (i) the Challock village envelope boundary (Map 1 in the report) be adopted as informal guidance for development management**

purposes and in doing so supersede the 2014 Challock village envelope (Map 2 in the report).

- (ii) authority be delegated to the Head of Planning and Development and the Spatial Planning Manager, following consultation with the Portfolio Holder for Planning and Development, to amend, where relevant, a village envelope boundary to account for the construction of new development.

253 Automatic Number Plate Recognition (ANPR) Installation

The report sought approval for the introduction of an Automatic Number Plate Recognition (ANPR) and barrier system at Elwick Place and Victoria Road car parks and to assess suitability for remaining Council parking estate thereafter.

Cabinet Members were extremely supportive of the proposals to introduce ANPR, citing the ease of use and flexibility it would provide for customers.

Resolved:

- That
- (i) the implementation of Automatic Number Plate Recognition (ANPR) at Elwick Place and Victoria Road car parks be approved.
 - (ii) the necessary funds to deliver the ANPR solution be approved in accordance with the estimates provided.
 - (iii) authority be delegated to the Head of Community Safety and Wellbeing to effect and complete all necessary steps for the implementation of ANPR at Elwick Place and Victoria Road car parks.
 - (iv) further update reports be received as necessary.

254 Trading and Enterprise Board – Minutes of 26th November 2019

Resolved:

- That
- (i) the Minutes of the Meeting of the Trading and Enterprise Board held on the 26th November 2019 be received and noted with the exception of Minute Nos. 205 and 206
 - (ii) Minute No. 205 be approved and adopted.

Recommended:

That Minute No. 206 be approved.

255 Civic and Ceremonial Programme Board – Notes of 20th November 2019

Resolved:

That the Notes of the Meeting of the Civic and Ceremonial Programme Board held on the 20th November 2019 be received and noted.

256 Schedule of Key Decisions to be Taken

Resolved:

That the latest Schedule of Key Decisions as set out within the report be received and noted.

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Cabinet

Minutes of a Meeting of the Cabinet held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **30th January 2020**.

Present:

Cllr. Clarkson (Chairman);
Cllr. Bartlett (Vice-Chairman);

Cllrs. Bell, Buchanan, Clokie, Pickering, Shorter.

Apologies:

Cllrs. Barrett, Feacey, Pauley.

Also Present:

Cllrs. Mrs Bell, Burgess, Forest, Harman, Hayward, B Heyes, Krause, Mulholland, Ovenden, Spain, Sparks, White.

Chief Executive, Director of Law and Governance, Director of Finance and Economy, Head of Legal and Democracy, Head of Finance and IT, Head of Housing, Community Safety and Wellbeing Manager, Senior Revenues and Benefits Officer, Refugee Resettlement Co-Ordinator, Communications Apprentice, Member Services Manager (Operational).

282 Minutes

Resolved:

That the Minutes of the Meeting of the Cabinet held on the 19th December 2019 be approved and confirmed as a correct record.

283 Leader's Announcements

The Leader advised that he wanted update colleagues on a small number of changes he proposed to make to the Cabinet Task Groups and Advisory Committees. He said he was very conscious that the Council already had a Joint Transportation Board with KCC and clearly, as Ashford was now becoming busier, there was a need for that Board to embrace some of the emerging opportunities around highways and transportation matters. Accordingly, and to avoid duplication, he intended to stand down both the Public and Private Transport Advisory Committee and the Integrated Transport Strategy (Road, Rail and Passenger) Task Group. The Portfolio Holders for Community Safety and Wellbeing and Planning and Development, as well as the relevant Service Heads, would continue to work with

KCC and the Ashford Strategic Delivery Board on those matters, but he considered there was no need for those two additional Groups. He also advised that he intended to stand down the Royal Military Canal Task Group. The Lead Member for the Romney Marsh and Partner Organisations, Cllr Mick Burgess, would continue to work with the Culture, Leisure and Tourism Service on this project. In addition he was proposing to rename the existing Climate, Environment and Conservation Task Group to the Climate Change Advisory Committee. This was to reflect the importance of this subject and give a sharper concentrated focus on Climate Change Proposals. The Advisory Committee would report directly to the Cabinet and he, as Leader, would personally oversee the Carbon Neutral Action Plan. Environmental and Conservation matters would continue to be dealt with by the Head of Environment and Land Management. Two other Task Groups which had been set up last October, but had not yet met, would also change names. The Cultural Centre Scoping Task Group would be renamed Elwick Road Phase II Redevelopment Advisory Committee and the Vicarage Lane and Multi-Storey Car Park Task Group would become the Vicarage Lane Redevelopment Advisory Committee. Both of those Advisory Committees would report to the Regeneration, Masterplanning and Project Co-Ordination Board, and ultimately the Cabinet.

Cabinet colleagues indicated their support to those proposed changes

284 Revenues and Benefits Recommended Write-Offs Schedule

The Portfolio Holder introduced the report which proposed the formal write-off of £356,566.67. The proposals were in line with the Council's Revenues and Benefits Service Write-Off Policy. The Director of Finance and Economy had been consulted along with the Heads of Service for relevant areas. The Portfolio Holder praised the work of the Senior Recovery Officer and her team and said that it had been a real "eye-opener" for him to see the lengths they went to in retrieving debts. He said he would be happy to arrange a briefing session in this area for any interested Member who contacted him. He advised that he had also asked the report authors to include the collection rate in future reports to put the write-offs totals in context.

The Portfolio Holder for Planning and Development said it was worth noting that whilst it was an important accounting exercise to write-off such debts, they would still stand against the individuals and if opportunities to recover them emerged in the future, they would be pursued.

Resolved:

- That (i) the action that accounts totalling £57,761.81 had been written off under delegated powers be noted (Financial Regulations 11.1)**
- (ii) the write offs listed in the Exempt Appendices totalling £298,804.86 be approved.**

285 Council Tax Reduction Scheme

The Portfolio Holder introduced the report which set out the Council's new Council Tax Reduction Scheme from 1st April 2020. He said he was pleased to note the proposed amendments to the scheme following consultation and was proud that Ashford's scheme offered an enhanced exceptional circumstances scheme and continued to be the only one in Kent that offered additional protection to the disabled and carers.

The Deputy Leader said it was also worth noting that from 1st April 2020 Kent County Council had agreed to reimburse Council Tax for care leavers for a three year period. Whilst a separate initiative, this was an important development that would financially support a number of people adjusting to the challenges of living independently for the first time.

Resolved:

That the new Council Tax Reduction Scheme be implemented from 1st April 2020.

286 Parking Charges Review

The Leader introduced the report which addressed car parking charges within Council owned/operated car parks. Charges were reviewed on a three yearly basis with the last increase taking place in 2017. The report also described the Council's ongoing investment in public car parks and sought authorisation for the Head of Community Safety and Wellbeing, in consultation with the Portfolio Holder, to modify charges as necessary outside of the usual three year review period, for example to promote car park usage, offer discount schemes, and/or to achieve wider corporate economic, community and environmental objectives.

A Member said he had some concerns about the proposed increases for hourly parking and season tickets, which were above inflation. Cabinet Members advised this was mainly due to rounding up and, having not been increased for the last three years, did only reflect a modest increase of 10 pence per hour. The increase in the season ticket charge was only to recover the administrative costs involved in processing and would not be profit making.

Recommended:

- That**
- (i) an increase in on-street and off-street parking charges be agreed from 1st April 2020, across the Borough by approximately 10% on current tariffs (e.g. £1.10 to £1.20, £2.20 to £2.40 etc.) and in accordance with the specific rates detailed within the report.**
 - (ii) an increase in season ticket parking charges be agreed from 1st April 2020, across the Borough by approximately 10% on current tariffs and in accordance with the specific rates detailed within the report.**

- (iii) **an increase in resident parking charges be agreed from 1st April 2020, across the Borough by £5 a year and in accordance with the specific rates detailed within the report.**
- (iv) **the Head of Community Safety and Wellbeing be authorised, in consultation with the Portfolio Holder for Community Safety and Wellbeing and the Head of Finance and IT, to modify charges as necessary outside of the usual three year review period, for example, to promote car park usage, offer discounts, and/or to achieve wider corporate economic, community and environmental objectives. This delegation will not permit variation to the base tariffs which will continue to be reviewed every three years and presented to the Cabinet for approval.**

287 Continuation of Planned Refugee Resettlement Beyond End of Current Vulnerable Persons Resettlement Scheme

The Leader introduced the report which advised that in October 2015 Members had approved the planned resettlement of up to 250 of the most vulnerable refugees from Syria to Ashford, under the Government's Vulnerable Persons Resettlement Scheme up to 2020. Following the success of the scheme nationally, in June 2019 the Government had announced the amalgamation of all current planned refugee resettlement schemes into one scheme to continue beyond 2020. This was to be called the Global Resettlement Scheme (GRS).

Ashford had achieved considerable success in supporting refugees into employment and continued to work with partners and potential employers to improve prospects. Around 40% of those available to work had secured paid employment (way above the national and regional figures of 3% and 11% respectively) and Ashford's scheme had been flagged by the Home Office as a particular success. The report also gave an overview of the national and local scheme and described the Council's plans to continue to play its part in the national commitment to planned refugee resettlement under GRS.

A number of Members expressed their support for the continuation of the scheme and their pride in what Ashford had already done. Particular thanks were given to the Council's Refugee Resettlement Co-Ordinator who had led, developed and taken ownership of this whole scheme. Indeed her efforts had been recognised in the Queen's New Year's Honours last year and the Council had been listed as a finalist in the LGC Awards. Members also congratulated the Leader of the Council who had taken the brave political decision five years ago to pursue this course of action and had led by example on this initiative.

Members considered it would be important to dispel some of the myths about the scheme. Ashford did not take people who had been through various countries and they were not using the existing Council Housing stock or jumping waiting lists. It was about taking vulnerable families with children, identified by the Home Office,

directly from Syria, and housing them in available private rented property. The 50 people per year equated to about 10 families with children. The Chief Executive agreed that it would be useful to devise some sort of micro-site to be added to the Council's website which would explain what the Scheme was actually about and hopefully dispel some of the myths that had appeared on social media. Whilst it would not be useful or productive for the Council to respond to critical individuals on social media, a factual on-line resource where the public could be directed to in order to understand more about the scheme would be useful and she would task Officers to get that done.

There followed a wider discussion on homelessness and the need to re-double efforts to deal with the increasingly visible problem of rough sleeping in Ashford. The Head of Housing gave an outline of current and upcoming initiatives and assured Members that, whilst this was by no means a simple or straightforward issue, the Council was working with a number of agencies and partners and had recently been successful in bidding for funding from the Ministry of Housing, in order to tackle the targets set by Government on rough sleeping. A Member advised that in the county, Ashford was seen as an exemplar authority in the way it dealt with homelessness, and in a way had perhaps become a victim of its own success. Whilst there was clearly more to do, it appeared that Ashford was certainly tackling this issue in the right way.

Resolved:

- That (i) the success of the current Vulnerable Persons Resettlement Scheme to date be noted.**
- (ii) the planned resettlement of refugees In Ashford be extended to offer new lives to up to 50 people each year (approximately 10 families) under GRS, subject to availability of suitable private rented property.**
- (iii) the continuing development of projects and infrastructure be supported to promote and enable successful integration and promote community cohesion to benefit the wider Ashford community.**
- (iv) authority be delegated to the Head of Housing, in consultation with the Portfolio Holder for Housing, to agree the details of the delivery of the scheme beyond 2020, with further reports/information being circulated to Members at appropriate points.**

288 Joint Transportation Board – Minutes of 10th December 2019

It was clarified that Minute 243 should refer to “the newly established Community Councils in Ashford”, rather than Community Forums.

CA
300120

Resolved:

- That (i) the Minutes of the Meeting of the Joint Transportation Board held on the 10th December 2019 be received and noted with the exception of Minute No. 237.
- (ii) Minute No. 237 be approved and adopted.

289 Economic Regeneration and Investment Board – Notes of 3rd December 2019

Resolved:

That the Notes of the Meeting of the Economic Regeneration and Investment Board held on the 3rd December 2019 be received and noted.

290 Local Plan and Planning Policy Task Group – Notes of 29th November 2019

Resolved:

That the Notes of the Meeting of the Local Plan and Planning Policy Task Group held on the 29th November 2019 be received and noted.

291 Schedule of Key Decisions to be Taken

Resolved:

That the latest Schedule of Key Decisions as set out within the report be received and noted.

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Standards Committee

Minutes of a Meeting of the Standards Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **3rd February 2020**.

Present:

Cllr. Mrs Bell (Chairman);
Cllr. Shorter (Vice-Chairman);

Cllrs. Knowles, Link, Ovenden, Pickering.

Mrs C Vant – Independent Person
Mr D Lyward – Parish Council Representative.

Apologies:

Cllrs. Chilton.

Also Present:

Monitoring Officer, Deputy Monitoring Officer, Member Services Manager (Operational).

292 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 9th October 2019 be approved and confirmed as a correct record.

293 Annual Report of the Council's Monitoring Officer 2019

The Monitoring Officer introduced his Annual Report for the calendar year 2019, which would be presented to the Council on the 5th March 2020. The report assessed activity in probity and related governance matters, in particular in relation to formal complaints about alleged breaches of protocols and codes of conduct by Borough and Parish Councillors. These related to the calendar year 2019.

In addition, the report included data on Ombudsman complaints as these were also handled by the Monitoring Officer and his staff. The relevant period for these related to the most recent data provided by the Ombudsman, namely 1st April 2018 to 31st March 2019.

With regard to Code of Conduct Complaints, a series of complex formal complaints from the previous period had been concluded during 2019. A number of further

complaints had arisen during 2019 involving both Borough and Parish Councillors. These were detailed at Table 1 on Page 11 of the report.

In terms of governance issues, 2019 had seen: - the adoption of a new Social Media Guidance Note for Councillors in time for the new Council elected in May 2019; the approval of a completely revised protocol on Councillor/Officer Working Relationships; and the commencement of a review of the current Arrangements for handling code of conduct complaints to ensure they remained fit for purpose and reflected current best practice. The latter of these is the subject of ongoing work and would be the subject of a further report later in the year. In relation to the review of the Local Government Ethical Standards system by the Committee on Standards in Public Life (CSPL), the Monitoring Officer reminded the Committee that had been published in January 2019, making 26 formal recommendations to the Prime Minister and 15 'Best Practice' recommendations. The Government response to those recommendations had been delayed due to other priorities, but it was hoped that these would now be picked up and responded to later in the year.

In relation to Ombudsman Complaints, the Monitoring Officer advised that there had been 19 received by the Local Government Ombudsman (LGO) which was a slight increase from 16 in the previous year. Only one of these however had been upheld.

In response to questions about training, the Monitoring Officer advised that Parish, Town and Community Councils had been invited to the Code of Conduct training put on by ABC in June 2019, and indeed a number had attended. There did seem to be ongoing issues in terms of conduct, bullying and offensive comments on social media across Local Councils and it would be important to ensure that such training was kept up-to-date and offered to all. There was a wider discussion on the difficulties of encouraging the right Members to attend such training sessions. The Chairman of the Member Training Panel was present and said that he would take this whole topic up for discussion at a future meeting.

The Chairman of the Committee pointed out that the Kent Association of Local Councils (KALC) also ran a comprehensive programme of training for Local Councils and this did include some reference to the code of conduct, although not at the level of detail offered by ABC. On-line training may also be an option.

Resolved:

- That (i) **the Annual Report of the Monitoring Officer for 2019 be received, noted and forwarded to Full Council for approval.**
- (ii) **the Monitoring Officer report to future meeting(s) of the Standards Committee in relation to the recommendations of the CSPL Report and the review of Arrangements.**

Queries concerning these minutes? Please contact Member Services:
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Selection & Constitutional Review Committee

Minutes of a Meeting of the Selection & Constitutional Review Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **30th January 2020**

Present:

Cllr. Clarkson (Chairman);
Cllr. Bartlett (Vice-Chairman);

Cllrs. Buchanan, Chilton, Clokie, Farrell, Forest, Harman, Hayward, Mulholland, Ovenden, Shorter.

In accordance with Procedure Rule 1.2(c) Councillors Forest, Mulholland and Shorter attended as Substitute Members for Councillors Howard-Smith, Barrett and Feacey respectively.

Apologies:

Cllrs. Barrett, Feacey, Howard-Smith.

Also Present:

Cllrs. Burgess, Pickering, Sparks, White.

Head of Legal and Democracy, Principal Solicitor (Strategic Development), Member Services Manager (Operational).

278 Declarations of Interest

Councillor	Interest	Minute No.
Bartlett	Made a Voluntary Announcement that he was a Member of the Kennington Community Council.	280

279 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 10th October 2019 be approved and confirmed as a correct record.

280 Dissolution of the Grouped Parish Council for Mersham and Sevington

The report set out details of the request from the grouped Parish Council of Mersham and Sevington. This asked the Borough Council to make an order dissolving the current grouping arrangements that saw the parish areas of Mersham

and Sevington being overseen by one Parish Council, and that two separate Parish Councils be created. The report also outlined the consultation that the Parish Council had undertaken, as well as details of the order that the Borough Council would need to make in order to bring into effect the dissolution.

In accordance with Procedure Rule 9.3 Mr Turley of Mersham and Sevington Parish Council spoke on this item. He advised that he was pleased to see the recommendation to separate the Parish Councils and the existing Parish Council unanimously supported this course of action. The area had changed significantly in recent years leading to diverging priorities for residents in the existing Parish, particularly Sevington South which was now a significant urban extension, as opposed to the rural village of Mersham. Each now had their own distinct identities. However, both areas had the critical mass to operate as standalone Parish Councils. He did have one point he wanted to expand on which was the recommendation to undertake elections to the new Parish Councils on the 7th May 2020. As per the Portfolio Holder comments in the report, the Parish Council would also support co-option for the newly created vacant seats, rather than elections for all seats. In their experience new candidates had to be encouraged to put themselves forward and there was never a surplus of volunteers, so any potential election in 2020 was extremely unlikely to be contested with an unnecessary cost in time and effort. Additionally, new Councillors elected in May 2019 would then have to stand down prematurely and possibly not be re-elected, so he hoped that the Committee would support the co-option route. He concluded by thanking both the Ward Member Councillor Bartlett and the Council's Solicitor Sarah Hartles for their valuable advice, support and guidance throughout the process.

The Committee discussed the issue of elections or co-options and were unanimously supportive of the co-option route. It therefore agreed to amend recommendation (iii) accordingly.

A Member made particular reference to the parish wards and it was explained that there were some anomalies with the existing boundaries, but these would best be resolved as part of a future wider Boundary Review, rather than through this exercise. The Member said that he supported the proposals but hoped that any co-option process would take into account the distinct nature of Finberry and ensure representation for that area. Another Member said he also supported the principle of co-option but hoped the process would not become unnecessarily political.

The Chairman wished the representatives from Mersham and Sevington well in developing their new Parish Councils.

Recommended:

- That**
- (i) the request to dissolve the grouping arrangements be noted.**
 - (ii) the order dissolving the grouping arrangements be made in the form attached at Appendix 2 to the report.**
 - (iii) existing Parish Councillors remain in office and the vacancies be filled by co-options.**

281 Planning Committee – Reduction in Size

The Leader introduced the report which sought agreement to a reduction in the number of Members appointed to the Planning Committee. This followed an approach from the Leader of the Labour Group. The report also proposed an increase in the quorum of the Committee. If approved, the proposals would be in place for the new Municipal Year (2020/21). He said that it was clear when comparing to other Authorities that Ashford's Planning Committee was probably now too large. Historically, when the Administration had had a much larger majority on the Council, the number of Members on the Planning Committee had been increased to ensure that the smaller Political Groups had representation. Given that the May 2019 Election had produced a smaller Administrative Party, that need was now less stark and he therefore agreed that the Committee should be reduced in size.

Members were generally supportive of the proposals to reduce the size of the Committee. Some Members expressed the view that perhaps the size could be reduced even further and were also concerned that the number proposed would result in the Administration having an overall majority on the Committee of two Members, rather than one as currently. There was also some concern expressed about the mix of urban and rural Members, the Leader being an ex-officio Member and Cabinet Members being appointed to the Committee.

The Leader advised that the number of voting Members proposed (14) had been selected carefully as it allowed the Green Party to retain their seat on the Committee. The balance of the Committee was determined by the Political Balance calculation so it was prescribed for them and he believed the number should not be engineered. On a wider point he considered that the Planning Committee, in its quasi-judicial capacity, should not be political and he did not think that Members voted on political lines at Planning Committee meetings. If Members of his Group did not act appropriately he said he would have no hesitation in taking action as Group Leader and he hoped that other Group Leaders would follow accordingly. The Committee thought there was some merit in implementing a mix of urban and rural Members on the Planning Committee, but this was something for Group Leaders to action informally and could not be prescribed. Seats were allocated in accordance with the Political Balance calculation and it was for Group Leaders to appoint to those and make decisions on the number of urban, rural or Cabinet Members appointed. The appointment of the Leader as an ex-officio Member of the Planning Committee was set out in the Constitution and would require Full Council approval to change. Group Leaders present agreed that the future operation of the Planning Committee was a subject that could be discussed informally at future Group Leader Meetings.

Recommended:

- That**
- (i) the number of Members appointed to the Planning Committee be reduced from 17 (plus 1 ex-officio) to 14 (plus 1 ex-officio) for the new Municipal Year 2020/21.**
 - (ii) a quorum of 50% of the total membership (seven voting Members) be applied for Meetings of the Planning Committee.**

- (iii) the Terms of Reference of the Planning Committee be amended to reflect (i) and (ii) above.**
-



Agenda Item No: 13

Report To: Council

Date of Meeting: 5th March 2020

Report Title: Dissolution of the Grouped Parish Council for Mersham & Sevington

Report Author & Job Title: Paul Libreri, Electoral Services Manager

Portfolio Holder & Portfolio Holder for: Cllr. Bartlett, Portfolio Holder for Legal & Democracy

Summary: The report attached at Appendix 1 was considered at Selection and Constitutional Committee on 30th January 2020.

In line with the Committee's recommendation, and the minutes of the meeting are attached at Appendix 2, the draft Order to be adopted by the Council bringing into effect the recommendations has been amended and is now attached at Appendix 3.

The amendments reflect the decision that the parish councillors elected in 2019 should remain in post and co-opt into the vacancies created by the dissolution, with the next elections taking place in May 2023.

Key Decision: NO

Significantly Affected Wards: Highfield Ward
Mersham, Sevington South with Finberry Ward

Recommendations: **The Council is asked to approve the granting of the order attached at Appendix 3.**

Policy Overview: Government guidance states that the Council is responsible for ensuring that local council arrangements reflect local identities and facilitate effective and convenient local government.

Agenda Item No: 4

Report To: Selection & Constitutional Review Committee

Date of Meeting: 30th January 2020

Report Title: Dissolution of the Grouped Parish Council for Mersham & Sevington

Report Author & Job Title: Sarah Hartles, Principal Solicitor (Property & Projects)

Portfolio Holder Cllr. Bartlett, Portfolio Holder for Legal & Democracy
Portfolio Holder for:



Summary: The grouped Parish Council of Mersham & Sevington have requested that the Borough Council make an order dissolving the grouping arrangements that see the parish areas of Mersham and Sevington being overseen by one parish council, and that two separate parish councils are created.

This report sets out details of the request and the consultation that the Parish Council has undertaken, as well as details of the order that the Council will need to make in order to bring into effect the dissolution.

Key Decision: NO

Significantly Affected Wards: Highfield Ward
Mersham, Sevington South with Finberry Ward

Recommendations: **The Committee is asked to recommend to Council:**

- I. **That the request to dissolve the grouping arrangements be noted;**
- II. **That the order dissolving the grouping arrangements be made in the form attached at Appendix 2 to this report;**
- III. **That elections to the parish councils created by the order shall take place on 7th May 2020.**

Policy Overview: Government guidance states that the Council is responsible for ensuring that local council arrangements reflect local identities and facilitate effective and convenient local government.

Financial Implications: None for the Council.

Legal Implications: None for the Council.

Equalities Impact Assessment Not Required as the proposals will affect all residents of the two parishes.

Other Material Implications: None.

Exempt from Publication: **NO**

Background Papers: **None**

Contact: Sarah.hartles@ashford.gov.uk – Tel: (01233) 330215

Dissolution of the Grouped Parish Council for Mersham & Sevington

Introduction and Background

1. The Local Government Act 1972 gives the Borough Council the power to group parish areas together under a common parish council. It also gives the Borough Council the power to dissolve any such group of parishes and create separate parish councils for those areas affected.
2. A request has been received from the grouped parish council for Mersham & Sevington parish areas asking the Borough Council to make an order dissolving the group and create two separate parish councils.
3. A copy of the full request and accompanying documents are attached at Appendix 1 to this Report.

Proposal/Current Position

4. The two parish areas of Mersham and Sevington are currently served by one parish council consisting of seven parish councillors with four vacancies.
5. Following the review of the Borough ward boundaries in 2017, the parishes were split into the following parish wards:

Mersham parish	1 ward	Mersham Parish Ward	3 councillors
Sevington parish	2 wards	Highfield Parish Ward	1 councillor
		Sevington Parish Ward	6 councillors

6. As Members will see from the Parish Council's request attached, it is felt strongly that the warding and councillor numbers do not represent the population of the two parish areas and the Parish Council feel that the residents of the two parishes would be better represented by two separate parish councils.
7. The Parish Council has consulted the residents of the two parishes before sending the formal request to the Council. Details of the consultation and the responses received are contained in the Parish Council's request.
8. The Parish Council has suggested:
 - a. That each of the new parish councils consist of 7 parish councillors;
 - b. That the two parish councils are called "Mersham Parish Council" and "Sevington with Finberry Parish Council" to reflect the areas that they will represent;
 - c. That the funds of the grouped parish council will be split equally between the two new parish councils as at 31st March 2020;

- d. That the budget for the two new parish councils is as set out in the Parish Council's request – provisions for this to be included in the Borough Council's budget setting process are in place.
9. In order to bring into effect the dissolution of the Group, the Council is required to make an order. A draft order is attached at Appendix 2 to this Report.
10. In summary, the draft order provides for:
 - a. The dissolution of the group and the creation of a council for each parish;
 - b. The election of parish councillors to take place on 7th May 2020 and on the ordinary day for parish elections thereafter (ie in 2023);
 - c. There to be 7 parish councillors for each of the parish councils; and
 - d. The transfer of the assets of the grouped parish council to the two separate parish councils.
11. The decision as to when the first elections to the new parish councils are to be held is one for the Council. If the Council approves the dissolution, then from 1st April, Mersham Parish Council will have 3 parish councillors and space to co-opt 4 more and Sevington and Finberry Parish Council will have 4 parish councillors and space to co-opt 3 more.
12. The draft order provides for elections to take place on 7th May 2020 and the Committee is asked to confirm that it agrees with this recommendation. The alternative would be for the existing parish councillors to remain in office and co-opt into the vacancies.

Implications and Risk Assessment

13. The implications for the Borough Council are limited. There will be a small resources impact of dealing with one additional parish council, but both of the new parish councils will have the same clerk initially so hopefully that will minimise this.
14. There is a financial implication for the residents of the two parishes as the dissolution will lead to an increase in the precept payable by residents in both parishes. Details of this were included in the consultation documents that the Parish Council sent to all residents.

Equalities Impact Assessment

15. An Equalities Impact Assessment is not carried out as the proposals will affect all residents in the two parish areas.

Consultation Planned or Undertaken

16. The Parish Council undertook a consultation of all households in both parishes. Households were invited to respond online, by email or by post. The response received was around 7.6% (by way of example, when the Council consulted on the creation of the two new urban parishes, the response rate varied from 26% to 34%).

17. Of the 92 consultation responses received by the Parish Council, only 1 of these was against the proposal.

Other Options Considered

18. The Council can refuse the Parish Council's request to dissolve the Grouping arrangements.

Reasons for Supporting Option Recommended

19. The Parish Council has put forward strong arguments, especially around the different identities of the two parish areas, for the creation of two parish councils.
20. The consultation, although limited in terms of the number of responses received, does indicate the support of households within the parishes.

Next Steps in Process

21. The decision to dissolve the grouping arrangements is one to be taken to full Council. If the committee is in agreement with the recommendations then the minutes of this meeting and the approval of the making of the order will go to the Council meeting on 5th March 2020.
22. A future community governance review will need to look at the boundaries of both parishes to ensure that these allow for effective representation of the communities.

Conclusion

23. Members are asked to consider the request from the Parish Council and if in agreement recommend to Council that the grouping arrangements are dissolved and that an order is made to create two separate parish councils.

Portfolio Holder's Views

24. I agree with the reasons set out in the report for degrouping Sevington from Mersham. Mersham is a rural parish, distinctly separate from Ashford; Finberry is an urban extension to Ashford. There are boundary issues to be addressed, namely that parts of Sevington are rural and certainly not an urban extension to Ashford and that some of Sevington North residents regard themselves as part of Willesborough. These can be dealt with as part of the next boundary review; those parts of Finberry that are in Mersham can be transferred to Sevington and the rural parts of Sevington can be transferred to Mersham.
25. The main issue to address is whether cabinet recommends to full council whether there should be elections in May 2020 to each new Council or whether the vacancies are dealt with by co-option. Any full council election would not just be to elect new councillors to the newly created seats, but would require those councillors who were elected in May 2019 to serve for the

full 4 year term to stand down prematurely and possibly not be re-elected. I would say that the better view is to deal with the matter of vacancies to the newly created seats by co-option. Once the vacancies are announced on 1st April 2020 it would be open to 10 parishioners to petition for an election for each vacancy in the normal way. This way if there are elections it would only be for the newly created seats. This recommendation is supported by the fact that several residents expressed an interest in becoming Parish Councillors in their response to the survey.

26. The costs of any full council election will be met by ABC as there are Police and Crime Commissioner Elections on the same date. If there are elections due to a petition being made following the notice of co-option the costs of these would be met by the respective parish council.

Contact and Email

27. Sarah Hartles (sarah.hartles@ashford.gov.uk)

Dissolution of the Grouped Parish Council for Mersham & Sevington
APPENDIX 1
REQUEST RECEIVED FROM THE GROUPE PARISH COUNCIL OF MERSHAM & SEVINGTON

Document Reference: 02/11/2019 v1

Status: Final

Request to Ungroup Mersham and Sevington Joint Parish Council

Formal Request

On 17/06/2019, Mersham and Sevington Parish Council voted unanimously to request that ABC ungroup the currently grouped Parish Council as of 1 April 2020.

Our ABC councillors, Paul Bartlett and Gerald White, have confirmed their strong support for the ungrouping proposal.

Case for Ungrouping

Historically the two parishes had similar requirements and Sevington lacked the critical mass to operate as a standalone council.

Following substantial development across the Sevington Parish, this justification no longer applies.

Sevington now houses much of Finberry Park and, as such, both Mersham and Sevington consist of circa 600 households.

The challenges of Sevington (Finberry) are mainly those of a new development, largely serviced by a separately funded management company. The Sevington parish needs to work closely with that management company to ensure they continue to perform in the middle to long term. As an extension to Ashford, Finberry will be concerned with effective integration with Ashford.

Sevington North have increasingly expressed the view that they do not feel close ties with Mersham, recent initiatives, such as the village caretaker scheme in Mersham are not seen as necessary or wanted, and Sevington North currently play no active part in the grouped Parish Council.

Mersham remains a rural village committed to remaining distinctly separate from the expansion of Ashford. The Parish Council directly provides village services via our caretaker programme and supports village facilities and events such as the Mersham Village Fete and Mersham Sports club.

As a recognised rural village, the planning policies HOU3a and HOU5 apply to Mersham but not to Sevington. This further demonstrates the very different nature of the two Parishes.

The differences discussed above mean that Mersham and Sevington have different financial demands (see financial section below) and would be expected to have different, if not opposing views of planning applications

In May 2019, the boundaries commission determined that Mersham should be represented by 3 councillors (previously 6) and Sevington by 7 (previously 3). This resulted in a weakening of the grouped Parish Council. By ungrouping the Parishes, we should revert to a situation with 7 Councillor positions being assigned to each of the two Parish Councils.

All households within the grouped Parishes were consulted as detailed below. We received 92 separate responses from across all parish wards, 91 of which were in favour with only 1

against. Several responders expressed an interest in becoming Councillors in the future. Details of these responses are contained in appendix B
This consultation clearly demonstrated very strong support for the ungrouping proposal.

Parish Consultation Process and Results

In early October 2019 a consultation letter as detailed in Appendix A was delivered to all households across the grouped parishes. (Circa 1200 letters).

Households were invited to respond via an online survey, email or by post.

A total of 92 responses were received, 91 supporting the proposal and 1 against. This strong support was reflected in the responses from both Mersham and Sevington Wards as summarised below.

Ward	Responses received	Support	Oppose
Mersham	64	64	0
Sevington	26	26	0
Blank	2	1	1
Total	92	91	1

The survey results are detailed in appendix B.

This consultation clearly demonstrates very strong support for the proposal across both Parishes for the proposed ungrouping.

Operational Principles Transition and Post 1 April 2020

The following will apply to support an effective transition to the two separate parishes.

- Each Parish Council will have 7 councillor seats
- New Councils to be named:
 - Mersham Parish Council
 - Sevington with Finberry Parish Council
- The financial balance of the grouped Parish Council as of 31 March 2020 will be reallocated on a 50:50 basis to each of the two new Parish Councils. (Estimated at £5000 per Parish)
- Transition plans will incorporate the following

Ref	Description	Transition Plan
1	Insurance	Current Insurance with Came and Company – new policies to be arranged to start as of 01/06/2020
2	Resourcing	Councillors <ul style="list-style-type: none"> • Mersham: - 3 current Councillors plus 4 co-opted by June 2020 • Sevington: - 4 current Councillors plus 3 co-opted by June 2020 Clerk <ul style="list-style-type: none"> • Tracey Block (current clerk) will act as clerk for both new Parishes ensuring continuity.
3	Asset List	Completed and attached (Appendix C)
4	Trusteeships	None
5	Operational Considerations	Meetings <ul style="list-style-type: none"> • Mersham - @ 7:30pm Mersham Church Hall, 3rd Monday of the month, monthly excluding August and December. • Sevington - To agree meeting times, dates and location.

Financial Plans

Mersham

2020/2021 Financial Plan

	Mersham	Notes
	2020/21	
The Villager	600.00	PCC - Hall Hire use and donation to The Villager
Wages for I King	1459.70	12 payments plus £40 bonus
Working from home allowance	180.00	£15 per month working from home allowance
HMRC	400.00	
Internal Audit	60.00	Essential for all PCs
Clerks Wages (before tax and NI applied)	4669.47	6 hours per week @ £14.76 per hour plus travel allowance
KALC Membership	500.00	allowed for a small increase
Caretaker Scheme	8720.00	quoted £7364.40 + allowance for unforeseen items
ACRK	60.00	allowed for a small increase
Kent Playing Fields	10.00	
Insurance	550.00	Local Council Insurance required (ie. Covers assets, Fidelity guarantee, employers liability etc.)
JPF	3000.00	allowed for new play equipment
Miscellaneous (includes dog poo bin, EDF Energy, bank, spacework, title plans, laptop, photocopying and office expenses)	1600.00	
Unipar for speed sign	100.00	contingency towards replacement
Village Fete Committee	125.00	Bi-annual event @ £250/ annum
Mersham PCC	160.00	Meeting room hire
External Audit	480.00	Essential for all PCs
Village Entertainment - VE day 75	2000.00	
Chairman's Allowance	50.00	
Website	1000.00	
Total	25724.17	

Sevington

2020/2021 Financial Plan

	Sevington	Notes
	2020/21	
Newsletter	200.00	Payment towards Newsletter is possible
Wages for Litterpicked in Highfield	1602.00	12 payments plus £50 bonus
Working from home allowance	180.00	£15 per month working from home allowance
HMRC	400.00	PAYE payments
Internal Audit	50.00	Essential for any PC
Clerks Wages (before tax and NI applied)	4686.00	6 hours per week @ £14.76 per hour plus travel allowance
KALC Membership	500.00	Useful body to be a member of, calculation based on no. of band D equivalent properties.
ACRK	60.00	
Insurance	300.00	Local Council Insurance even if not insuring assets required (ie. Fidelity guarantee, employers liability etc.)
Miscellaneous	600.00	
Meeting Room	700.00	Meeting Room Hire (currently the Chamber of Commerce costs £60/meeting for 2 hours only)
External Audit	120.00	Essential for any PC
Christmas Tree	100.00	
Chairman's Allowance	50.00	
Sevington	1000.00	A budgetary allowance to be provided
Finberry	1000.00	A budgetary allowance to be provided
Website	700.00	
Total	12248.00	

Precept

Parish	Properties	Band D Equivalent Properties	Precept per Band D	Precept Applicable
Mersham	635	643.1	£40	£25724
Sevington	612	612.4	£20	£12248

Notes: -

- Information on properties and Band D properties as supplied on 4 June 2019 by Maria Stevens, Head of Finance & IT, Ashford Borough Council.
- Precepts as proposed by Mersham and Sevington grouped Parish Council on 18/11/2019
- 2019/2020 average precept across Ashford Borough Council was £45.65
- Primary reason for the higher Mersham Precept is to fund the ongoing Mersham participation in the Smeeth, Brook, Brabourne and Mersham Village Caretaker Scheme.

Mersham and Sevington Parish Council

October 2019

Dear Occupier(s)

Proposed changes to the setup of your Parish Council

Mersham and Sevington are two individual Parishes but have operated under a single “grouped” parish council for over 45 years. Historically the two parishes had similar requirements and Sevington lacked the critical mass to operate as a standalone council. Following substantial development across the Sevington Parish, this justification no longer applies.

Sevington now houses much of Finberry Park and as such both Mersham and Sevington consist of circa 600 households. This growth will continue as the Finberry and Waterbrook developments progress.

The Parish Council wishes to propose to the Borough Council that the current Mersham and Sevington Parish Council be ungrouped to form two separate parish councils as of 1 April 2020. Further justification for this is given overleaf. The final decision whether to ungroup the Parishes will be taken by Ashford Borough Councillors.

In order to ensure that we have a true picture of the views of the residents affected, I would ask you to email your comments to

mwspcsurveyresponse@gmail.com,

please include your name and your address in the email.

Alternatively, you can write to me at

c/o The Briars, Hastingleigh, Ashford, Kent TN25 5HU by 30th October 2019.

If you prefer, there is also a survey response form on the website

www.mershamwithsevingtonpc.kentparishes.gov.uk which you can complete and submit.

Specifically, please advise:

Do you support the proposed ungrouping of Mersham and Sevington Parish Council?

*** Yes / No / No preference**

(* delete as applicable)

Your feedback is essential to ensure that the parish council setup reflects the community it serves and to enable the Parish Council to inform the Borough Council of the will of the residents.

If you have any queries, please contact me on

clerk@mershamwithsevingtonpc.kentparishes.gov.uk or contact a Parish Councillor directly.

I look forward to hearing from you.

Yours faithfully

Geoffrey Fletcher
Chairman, Mersham and Sevington Parish Council

Further Background

Role of the Parish Council

Parish Councils were first put in place in 1972 as the tier of local government closest to the electorate and best placed to perform certain responsibilities.

Those responsibilities include:

- representing the local community's interests, for example, by commenting on planning applications;
- supporting local organisations and activities; and
- providing and maintaining certain amenities such as green spaces and play areas.

Mersham and Sevington Parish Council currently consists of 7 volunteer Councillors and our Clerk. Our main meetings are on the 3rd Monday of each month excluding August and December.

Why un-group?

The challenges of Sevington (including Finberry) are mainly those of a new development, largely serviced by a separately funded management company. The Sevington parish representatives need to work closely with that management company to ensure they continue to perform in the medium to long term. As an extension to Ashford, Finberry will no doubt be concerned with effective integration with Ashford.

Residents of Sevington North have increasingly expressed the view that they do not feel close ties with Mersham, receive no value from recent initiatives, such as the village caretaker scheme in Mersham, and currently play no active part in the grouped Parish Council.

Mersham remains a rural village committed to remaining distinctly separate from the expansion of Ashford. The Parish Council directly provides village services via our caretaker programme and supports village facilities and events such as the Mersham Village Fete and Mersham Sports Club.

As a recognised rural village, the Ashford Borough Council planning policies HOU3a and HOU5 covering planning in and adjacent to villages apply to Mersham but not to Sevington. This further demonstrates the very different nature of the two Parishes.

The differences discussed above result in Mersham and Sevington having different financial demands and different, if not opposing views of planning applications (e.g. Mersham Wall).

In 2017, the Local Government Boundary Commission for England determined that Mersham should be represented by 3 parish councillors (previously 6) and Sevington by 7

(previously 3). At that last election, 4 people stood for Mersham resulting in an election for the 3 Councillors in Mersham Ward, 1 person stood for Sevington (Finberry) leaving 5 vacancies and no-one stood for Sevington North leaving a vacancy.

This resulted in a weakening of the grouped Parish Council against a backdrop of increasingly complex and differing demands. By ungrouping the Parishes, it is likely that the two new Parish Councils would consist of 7 Parish Councillors on each.

By ungrouping the Parishes, we would: -

- hopefully revert to a situation with 7 Councillor positions being assigned to each of the two Parish Councils. This would allow the number of parish councillors for Mersham to increase from 3 to 7 providing much need extra resource;
- enable the separate Parish Councils to be more efficiently focused on the respective needs of each parish;
- implement financial plans that better match precept levels to services provided.

Impact on Precept

The precept is the amount of your annual council tax which is allocated to the Parish Council. The following table shows the proposed precept for each ungrouped Parish:

Parish	Properties	Band D Equivalent Properties	2020 Precept per Band D/annum	Precept Applicable
Mersham	635	643.1	£40.00	£25,724.00
Sevington	612	612.4	£20.00	£12,248.00

- 2020 Precepts as proposed by Mersham and Sevington grouped Parish Council
- 2019/2020 average precept across grouped parish was £15.53
- 2019/2020 average precept across Ashford Borough Council was £45.65
- Primary reason for the higher Mersham Precept is to fund the ongoing Mersham participation in the Smeeth, Brook, Brabourne and Mersham village caretaker scheme and the Mersham litter picker service.

Note: -

Post ungrouping of Mersham and Sevington, the Finberry development will have some properties remaining within the Mersham parish due to historical boundaries. It is intended that these parish boundaries will be modified at a future date. This will be led by Ashford Borough Council.

Appendix B

Consultation Responses Mersham

Ref	Ward	Form of Contact ie Post, Email, Online form	Support	Oppose	No opinion	Comments
1	Mersham	Email	Support			I can fully understand the rationale for this proposed course of action and support the idea. Thank you for your effort
2	Mersham	Email	Support			
3	Mersham	Email	Support			
4	Mersham	Email	Support			I feel very strongly that Mersham should stand alone as a parish council mainly to have more control but also to demonstrate what a committed parish we have who are dedicated to supporting Mersham as a village, rather than an extension of Ashford.
5	Mersham	Email	Support			
6	Mersham	Online Form	Support			Seems to make sense, particularly regarding the increasingly diverse needs of the two parishes and the potential of having two separate parish councils with seven members each.
7	Mersham	Online Form	Support			This is essential if Mersham is to remain a rural village, represented as such and if Sevington is to feel itself represented in its own right. The new 3/7 split of councillors is unjustified and unrepresentative of the populations served and the relative needs of those populations. I agree with all the reasons given in the background document and support the proposal to be put to Ashford Borough Council.
8	Mersham	Online Form	Support			Long overdue and much needed to restore the number of councillors for Mersham
9	Mersham	Online Form	Support			I support the proposed ungrouping of mersham and sevington parish council for the reasons given in 'why un-group?' although over the other side of the motorway we in brabourne still have more affinity with the concept of rural village life in mersham
10	Mersham	Online Form	Support			Mersham is a rural village whereas Sevington has become a sprawling development of new houses. The two parishes have now little in common.
11	Mersham	Online Form	Support			
12	Mersham	Online Form	Support			
13	Mersham	Online Form	Support			Mersham's interests are rural, whereas Sevington's are mainly urban now that it has incorporated Finberry and Waterbrook.. Mersham's interests will be diluted if it remains part of the Grouped Council and possibly an easier target for ABC to incorporate it within the future expansion of Ashford
14	Mersham	Online Form	Support			
15	Mersham	Online Form	Support			
16	Mersham	Online Form	Support			
17	Mersham	Online Form	Support			Personally I do not want to be swallowed up by Sevington's ever growing Parish, We live in Mersham and should have a stand alone Parish Council to deal with Mersham's requirements.
18	Mersham	Online Form	Support			It makes sense
19	Mersham	Online Form	Support			Degrouping will each areas distinct characteristics to be maintained and also allow them to evolve.
20	Mersham	Online Form	Support			This would appear to be a sensible approach to a changing parish situation
21	Mersham	Email	Support			
22	Mersham	Online Form	Support			
23	Mersham	Online Form	Support			
24	Mersham	Online Form	Support			
25	Mersham	Online Form	Support			
26	Mersham	Online Form	Support			Having read the proposed changes, my wife & I support the ungrouping of Mersham & Sevington Parish Council, as we would like to have Mersham retain an identity as a recognised rural village.
27	Mersham	Online Form	Support			
28	Mersham	Online Form	Support			
29	Mersham	Email	Support			
30	Mersham	Email	Support			
31	Mersham	Email	Support			
32	Mersham	Post	Support			
33	Mersham	Email	Support			Mersham is a rural parish with attendant rural concerns Sevington joined with Finberry is no longer a rural council and will increasingly be concerned with totally different and sometimes opposing problems and aims. Having only 3 council members for Mersham puts an extra commitment on those public-spirited people who are prepared to give up their time for us all in Mersham. Increasingly, Mersham will need a strong Parish Council to focus on retaining its village status apart from Ashford. The maintenance of the Caretaker scheme, the Sports Club, Village Fete, Historical Society, Choir etc are what makes village life special for all ages and binds a community together.
34	Mersham	Online Form	Support			Perhaps with the de grouping of the parishes we will have the edges along Kingsford Street/farm land cut regularly. When the edges as been cut in the past it as been left on the road and going onto private drives, we have lived here 4 years and not once have we seen a road sweeper to sweep up the cuttings.
35	Mersham	Online Form	Support			
36	Mersham	Online Form	Support			I fully support the proposed degrouping of the two parishes. The major developments in Sevington mean that it now has a completely different character from Mersham. The issues and challenges facing the two parishes are equally different and I do not believe that a single parish council is a sound vehicle to represent the varying interests of the two communities in a coherent manner. Degrouping offers a positive way forward for both communities to pursue their specific aims and objectives.
37	Mersham	Email	Support			
38	Mersham	Online Form	Support			My husband, [redacted] and I both feel that the integrity of the village of Mersham should be retained and that it should not be absorbed into the conurbation of Ashford. All its character would be lost.
39	Mersham	Post	Support			
40	Mersham	Email	Support			
41	Mersham	Online Form	Support			
42	Mersham	Online Form	Support			
43	Mersham	Email	Support			As a Mersham resident my priority is to retain the village identity and minimise the impact (particularly thru-traffic) of the developments in neighbouring areas such as Finberry and the new Junction 10A. Can I also express my gratitude to you for all your hard work in relation to the Parish Council
44	Mersham	Online Form	Support			Ungrouping the Parish Councils makes sense, bearing in mind the complex & challenging needs of each area. A one size fits all approach will not be good for local democracy and giving residents a chance to present their opinions and the issues facing the area.
45	Mersham	Online Form	Support			
46	Mersham	Online Form	Support			No longer enough synergies to group these two parishes.
47	Mersham	Online Form	Support			Mersham should stay as a rural village, distanced from all Ashford expansion
48	Mersham	Online Form	Support			The decoupling is a sensible move as the future village and independent status of Mersham as a stand alone parish is best served by this proposed proposition.
49	Mersham	Online Form	Support			Makes sense as Sevington has little in common with Mersham & now Finberry has been added to Sevington even less both in physical & type of development.
50	Mersham	Online Form	Support			Seems like a good idea
51	Mersham	Online Form	Support			The parishes of Sevington and Mersham are clearly most dissimilar in all respects, with consequent different aims and requirements - particularly in the respect of Mersham wishing to retain its status as a rural village. A grouping of the two parishes should be of financial benefit to Mersham and an increase in the number of councillors representing specifically Mersham would be advantageous.
52	Mersham	Online Form	Support			
53	Mersham	Online Form	Support			I think the degrouping is a good idea as the needs and challenges for the two parishes are so different. They will both be better off with their own council which can focus specifically on their own issues and concerns.
54	Mersham	Online Form	Support			I think the ungrouping of Mersham and Sevington parish councils would be a good idea and allow each parish to pursue it's own agenda's and be able to address it's own needs. This seems the most sensible option
55	Mersham	Online Form	Support			
56	Mersham	Online Form	Support			This will help finberry to focus on their issues with crest homes, buses, transport links and their own landscaping trust. Mersham has completely different issues, those of a mature village including the threat of development in the next phase of the local plan.
57	Mersham	Online Form	Support			
58	Mersham	Online Form	Support			Current changes predicate quite different requirements for both parishes. Caused by developments in both homes and commercial building
59	Mersham	Online Form	Support			
60	Mersham	Online Form	Support			It is essential that Mersham should have full control of its own affairs and a realistic number of parish councillors on its Parish Council, rather than the current ridiculous situation, which is not representative.
61	Mersham	Email	Support			I think this would be to the benefit of both parts of the present parish. Mersham has remained a rural parish at heart. Sevington by the nature of its closeness to Ashford and the ongoing building work has become more urban in its requirements.
62	Mersham	Online Form	Support			
63	Mersham	Online Form	Support			Mersham is under-represented, and the electoral commission /ABC should rectify their mistake.
64	Mersham	Online Form	Support			

Consultation Responses Sevington

Ref	Ward	Form of Contact ie Post, Email, Online Form	Support	Oppose	No opinion	Comments
65	Sevington	Email	Support			
66	Sevington	Online Form	Support			If the degrouping takes place I would be interested in a role to represent Sevington based upon eligibility criteria.
67	Sevington	Online Form	Support			
68	Sevington	Online Form	Support			
69	Sevington	Online Form	Support			
70	Sevington	Email	Support			Mersham has always been at the top of the 'agenda' in past decisions that have been made. Best idea for ages
71	Sevington	Online Form	Support			Happy to offer to be a Councillor if required
72	Sevington	Online Form	Support			I fully support this degrouping. It is clear that the two Parishes now have very different challenges and needs. Dedicated Parish Councils would be better able to address these.
73	Sevington	Online Form	Support			
74	Sevington	Online Form	Support			I feel as we don't benefit from the facilities in Mersham etc, the money could be spent on facilities for Sevington/Finberry
75	Sevington	Online Form	Support			
76	Sevington	Email	Support			
77	Sevington	Post	Support			We do not feel we are part of Mersham
78	Sevington	Email	Support			I have been resident in Sevington for over 25 years and it's always been an anomaly in my eyes that Sevington is combined with Mersham. Mersham is 'several miles up the road' and the aims of the residents [and thus, their parish council] of two villages are as separate as their locations.
79	Sevington	Online Form	Support			
80	Sevington	Online Form	Support			Based on the needs of our ever growing community I completely agree that Sevington should have its own parish council and I would be interested in getting involved in some way.
81	Sevington	Online Form	Support			Whilst the degrouping makes sense now Finberry has grown so much I believe the suggested level of precept you are putting forward to ABC is far too low. It should be nearer to £40 per household to allow for even more facilities and general upkeep to be completed in the estate and wider area.
82	Sevington	Online Form	Support			
83	Sevington	Email	Support			
84	Sevington	Online Form	Support			
85	Sevington	Online Form	Support			I believe that there are now sufficient numbers of properties in Sevington to warrant the splitting of the parishes. It will allow us in Sevington to make decisions from a more focussed viewpoint.
86	Sevington	Online Form	Support			Sevington parish council would be better placed to focus on the needs of residents in the new Finberry development and the existing Sevington residence
87	Sevington	Online Form	Support			
88	Sevington	Online Form	Support			I believe that the two parishes have very separate and individual demands and the separation will permit Sevington to have a greater voice in how development is progressed than with Mersham. I would also be interested in representing Sevington by standing as an independent councillor for the degrouped Sevington parish.
89	Sevington	Online Form	Support			
90	Sevington	Online Form	Support			I think that it's an important decision that the parishes are now split so that the Sevington residents get their say on the village issues. There has not been enough input from Sevington residents in the past.
91	Sevington	Online Form	Support			I agree with the rationale outlined in the October 2019 letter to residents outlining the proposals.
92	Sevington	Online Form		Oppose		Waste of money

Note: -

The names and addresses of respondents is available from the Parish Clerk if required at clerk@mershamwithsevingtonpc.kentparishes.gov.uk

Appendix C

Asset Lists

Mersham

MERSHAM & SEVINGTON PARISH COUNCIL			REGISTER OF FIXED ASSETS					
Cost Figure for Audit Purposes	Item	Location	Acquired	Cost	Ins.value 2007/8 (old policy)	Value	Disposed	Reason/Comments
	STREET FURNITURE							
	Bus shelters							
200	Timber bus shelter	A20, Mersham	1966	200.00	6,700.60	6,700.60		
377	Waney bus shelter	The Street	1978	377.00	6,700.60	6,700.60		
3326	Concrete shelter	The Frith	1994	-	3,326.13	3,326.13		transferred from Aldington PC - no cost
					16,727.33			
	Office Equipment							
	Laptop	The Briars	2018	295.00		295.00		Not on insurance schedule as not worth enough.
1000	Jubilee Beacon	Millennium Green	2011	1,000.00		1,000.00		oak post & brazier set in paved plinth
	Seats							
	2 seats	A20 lay-by	?1986				2006	replaced by Streetmaster seat 2007
256	1 Streetmaster Monmouth	A20 lay-by	2007	256.00	256.00	256.00		
244	1 timber/concrete seat	Oaklands Green	pre-1986	?	243.87	243.87		
	1 timber/concrete seat	Broad Oak	pre-1986	?	-		2002	replaced by Lister seat
165	1 Riva seat	Forstal	1999/00	165.00	227.78	227.78		
165	1 Riva seat	JPF western side	1999/00	165.00	227.78			replaced damaged Stour seats
169	1 Riva seat	JPF northern side	1999/00	169.00	227.78			" " "
295	1 Streetmaster Monmouth	JPF southern side	2011	295.00				replaced seat moved to northern side
397	1 Lister Mendip seat	Village Hall car park	1993	397.19	636.39	636.39		includes brass memorial plaque
150	1 Street Master seat	Church Hill	1988	150.00	305.39	305.39		
611	1 commemorative seat	Flood Street	2005	611.00	654.88	553.88		1995 seat vandalised, new seat donated
420	1 Lister Jubilee seat	Cherry Glebe	2002	265.00	328.45	328.45		Replaced in 2017
420	1 Lister In remembrance seat	Broad Oak	2016	419.94	419.94	419.94		Replaced in 2015
246	1 Lister seat	Kingsford Close	2003	246.00	309.85	309.85		
150	1 Blenheim teak seat	Oaklands Green	2005	150.00	157.50	157.50		donated by Countess Mountbatten
515	1 Streetmaster Georgian seat	Millennium Green	2007	515.00		515.00		Mr. Davey commemorative seat
240	6 Lister Severn seats	Millennium Green	1999	240.00		240.00		5 with inscriptions
					3,995.61			
	Noticeboards							
482	1 Filcris noticeboard	Oaklands Green	1999	360.00	482.41			replaced 2-door wooden noticeboard
409	1 Filcris noticeboard	Mountbatten Hall	2004	409.00	487.44	487.44		
					969.85			
	Waste bins							
38	1 WGP 3 cu/l waste bin	Oaklands Green	1989	38.00	200.99			
38	1 WGP 3 cu/l waste bin	Forstal	1989	38.00	200.99			
116	1 timber slatted bin	Millennium Green	2001	116.00	-	116.00		
	1 plastic litter bin	JPF	1989	78.00	-	78.00	2003	Damaged; replaced by wooden slatted
120	1 timber slatted bin	JPF	2003	120.00	-	120.00		Replaced damaged plastic bin
194	1 large dog waste bin	Path near Mill. Green	2009	194.00	-			
88	1 dog waste bin	On path nr. Church Rd	2009	88.00	-			Moved from nr Mill. Gn
195	1 dog waste bin	Village Hall verge	2011	195.00	-			
50	1 dog waste bin	Church Rd. nr. School	2008	50.00	-			Purchased 2nd hand from KingsnorthPC
				917.00	27,060			Total street furniture insurance
	PLAY EQUIPMENT							
2010	1 set 4 senior swings	Junior Playing Field	1979	?	2,010.16			Insurance values adjusted 2000 using current Wicksteed prices as guidance.
500	1 set 2 junior swings	JPF	1987	500.00	1,206.10			

1206	1 set 2 cradle swings	JPF	1979	?	1,206.10			
255	1 see-saw	JPF	1986	255.00	1,474.11			Total old play equip.ins. 07/08 £8308.67
1979	1 slide	JPF	1992	1,979.00	2,412.20			
17089	Tree house & attachments	JPF	2009	17,089.00		17,089		
1228	Caterpillar	JPF	2009	1,228.00		1,228		
1924	Goanna springer	JPF	2009	1,924.00		1,924		
570	Grasshopper springer	JPF	2009	570.00		570		
607	Snake springer	JPF	2009	607.00		607		New play equipment cost £25,828
5500	Toadstool carousel	JPF	2015	5,500.00		5,500		Replaced 2015
799	Picnic seat	JPF	2009	799.00		799		Total playground equipment ins.
834	Football Goal Posts	JPF	2019	834.00		834		
<hr/>								
46532								52,523

Updated 19.3.07 to include new Sev. Notice board, new A20 lay-by seat

Updated Dec. 07 to include new safety surfacing

Updated 2008 to include copier

Updated 1.6.09 to include new play equipment and insurance values

Updated 7.1.10 to include new large dog waste bin

Updated 27.3.11 to include new dog waste bin at VH

Updated 4.12.11 to include salt bins, new seat JPF

Updated 26.2.12 to include Millennium Beacon & remove maintenance equipment

Updated 31.5.13 to note disposal of office equipment

Insurance values as given in Aviva insurance policy 24414511 CHC expiring 31 May 2014

Updated Asset List June 2019 in advance of potential de-grouping of Parish Council

Sevington

SEVINGTON PARISH COUNCIL				REGISTER OF FIXED ASSETS				
Cost Figure for Audit Purposes	Item	Location	Acquired	Cost	Ins.value	Value	Disposed	Reason/Comments
954	<u>End of World War 1 Beacon</u>	Church Road, Sevington	2018	954.00	954.00	954.00		Steel post and brazier in plinth
Noticeboards								
	1 Filcris noticeboard	Footbridge, Sevington	1999	322.00			2006	damaged and replaced
470	1 stainless steel n/b	Church Rd. Sevington	1988	470.00	470.00	470.00		
	1 Filcris noticeboard	Footbridge, Sevington	2006	314.00			2008	damaged and removed
1180.00	1 wooden Noticeboard	Play area, Sevington	2019	1,180.00		1,180.00		
					470.00			
145	2 dog waste bins	Sevington	2006	145.00	145.00	<u>145.00</u>		
2749				2,749.00	2,749.00	2,749.00		TOTAL Street Furniture
Office Equipment								
	Laptop	The Briars						Not on insurance schedule as not worth enough.

Updated Asset List June 2019 in advance of potential de-grouping of Parish Council

Updated again in November 2019 following purchase of Noticeboard

Dissolution of the Grouped Parish Council for Mersham & Sevington
APPENDIX 2
DRAFT ORDER

LOCAL GOVERNMENT ACT 1972

The Ashford Borough (Dissolution of the Grouped Parish Council of Mersham & Sevington) Order 2020

Made [day] [month] [year]

Coming into force in accordance with article 1(2)

Ashford Borough Council (“the Council”), in accordance with section 11 of the Local Government Act 1972 (“the 1972 Act”), has received a request from the grouped Parish Council of Mersham & Sevington requesting that the group be dissolved.

The Council has decided to give effect to that request.

The Council makes the following Order in exercise of the powers conferred by section 11 of the 2007 Act.

Citation and commencement

1. (1) This Order may be cited as the Ashford Borough (Dissolution of the Grouped Parish Council of Mersham & Sevington) Order 2020.
- (2) Subject to paragraphs (3) and (4) below, this Order comes into force on 1st April 2020.
- (3) Articles 7 and 8 shall come into force on 7th May 2020.

Interpretation

2. In this Order:

“Borough” means the borough of Ashford;

“ordinary day of election of councillors” has the meaning given by section 37 of the Representation of the People Act 1983; and

“registration officer” means an officer appointed for the purpose of, and in accordance with, section 8 of the Representation of the People Act 1983.

Effect of Order

3. This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

Dissolving the Mersham & Sevington group of parishes under the Mersham & Sevington Parish Council

4. (1) The Mersham & Sevington group of parishes shall be dissolved.
- (2) The Mersham & Sevington Parish Council for the Mersham & Sevington group of parishes shall be wound up and dissolved.

- (3) There shall be a Parish Council for Mersham parish and a Parish Council for Sevington Parish.
- (4) That the Parish Council for Sevington shall be called the “Parish Council for Sevington with Finberry”.

Election for the parish of Mersham

5. Election of parish councillors for the parish of Mersham shall be held simultaneously on the 7th May 2020 and thereafter on the next ordinary day of election of councillors.

Elections for the parish of Sevington

6. Elections of all parish councillors for the parish of Sevington shall be held simultaneously on the 7th May 2020 and thereafter on the next ordinary day of election of councillors.

Number of parish councillors for the parish of Mersham

7. The number of councillors to be elected for the parish of Mersham shall be seven (7).

Numbers of parish councillors for the parish of Sevington

8. The number of councillors to be elected for the Sevington ward of the parish of Sevington shall be 6 and for the Highfield ward of that parish shall be 1.

Electoral register

9. The registration officer for the Borough shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order.

Transfer of property, rights and liabilities

10. The items and balances described in Schedules 1, 2 and 3 shall transfer from the grouped Parish Council of Mersham & Sevington to the parish council specified in those Schedules on 1st April 2020.

Order date

11. [Date] is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008(f).

Sealed with the seal of the Council on the day of

The Seal of Ashford Borough Council

was affixed in the presence of:

Mayor

Solicitor

SCHEDULE 1

ITEMS TO BE TRANSFERRED TO THE PARISH COUNCIL OF MERSHAM

<u>ITEM</u>	<u>LOCATION</u>
Street Furniture	
<u>Bus shelters</u>	
Timber bus shelter	A20, Mersham
Waney bus shelter	The Street
Concrete shelter	The Frith
<u>Jubilee Beacon</u>	Millennium Green
<u>Seats</u>	
1 Streetmaster Monmouth	A20 lay-by
1 timber/concrete seat	Oaklands Green
1 Riva seat	Forstal
1 Riva seat	JPF western side
1 Riva seat	JPF northern side
1 Streetmaster Monmouth	JPF southern side
1 Lister Mendip seat	Village Hall car park
1 Street Master seat	Church Hill
1 commemorative seat	Flood Street
1 Lister Jubilee seat	Cherry Glebe
1 Lister In remembrance seat	Broad Oak
1 Lister seat	Kingsford Close
1 Blenheim teak seat	Oaklands Green
1 Streetmaster Georgian seat	Millennium Green
6 Lister Severn seats	Millennium Green
<u>Noticeboards</u>	
1 Filcris noticeboard	Oaklands Green
1 Filcris noticeboard	Mountbatten Hall
<u>Waste bins</u>	
1 WGP 3 cu/l waste bin	Oaklands Green
1 WGP 3 cu/l waste bin	Forstal
1 timber slatted bin	Millennium Green
1 timber slatted bin	JPF
1 large dog waste bin	Path near Mill. Green

1 dog waste bin	On path nr. Church Rd
1 dog waste bin	Village Hall verge
1 dog waste bin	Church Rd. nr. School
Play Equipment	
1 set 4 senior swings	Junior Playing Field
1 set 2 junior swings	Junior Playing Field
1 set 2 cradle swings	Junior Playing Field
1 see-saw	Junior Playing Field
1 slide	Junior Playing Field
Tree house & attachments	Junior Playing Field
Caterpillar	Junior Playing Field
Goanna springer	Junior Playing Field
Grasshopper springer	Junior Playing Field
Snake springer	Junior Playing Field
Toadstool carousel	Junior Playing Field
Picnic seat	Junior Playing Field
Football Goal Posts	Junior Playing Field
Office Equipment	
Laptop	The Briars

article 10

SCHEDULE 2

ITEMS TO BE TRANSFERRED TO THE PARISH COUNCIL OF SEVINGTON

<u>ITEM</u>	<u>LOCATION</u>
Street Furniture	
End of World War 1 Beacon	Church Road, Sevington
<u>Noticeboards</u>	
1 stainless steel n/b	Church Rd. Sevington
1 wooden Noticeboard	Play area, Sevington
2 dog waste bins	Sevington
Office Equipment	
Laptop	The Briars

SCHEDULE 3
FUNDS AND BALANCES TO BE TRANSFERRED

Funds and balances to be transferred
50% of the financial balance of the grouped Parish Council of Mersham and Sevington is to be transferred to the Parish Council of Mersham
50% of the financial balance of the grouped Parish Council of Mersham and Sevington is to be transferred to the Parish Council of Sevington

EXPLANATORY NOTE

(This note is not part of the Order)

This Order gives effect to recommendations made by Ashford Borough Council for the common parish council for the parishes of Mersham and Sevington to be dissolved within the borough of Ashford.

Articles 5 and 6 provide for parish elections in the parishes of Mersham and Sevington in 2020, and then to continue according to the established system of parish elections with the next elections being in 2023.

Article 9 obliges the Electoral Registration Officer to make any necessary amendments to the electoral register to reflect the new electoral arrangements.

Selection & Constitutional Review Committee

Minutes of a Meeting of the Selection & Constitutional Review Committee held in the Council Chamber, Civic Centre, Tannery Lane, Ashford on the **30th January 2020**

Present:

Cllr. Clarkson (Chairman);
Cllr. Bartlett (Vice-Chairman);

Cllrs. Buchanan, Chilton, Clokie, Farrell, Forest, Harman, Hayward, Mulholland, Ovenden, Shorter.

In accordance with Procedure Rule 1.2(c) Councillors Forest, Mulholland and Shorter attended as Substitute Members for Councillors Howard-Smith, Barrett and Feacey respectively.

Apologies:

Cllrs. Barrett, Feacey, Howard-Smith.

Also Present:

Cllrs. Burgess, Pickering, Sparks, White.

Head of Legal and Democracy, Principal Solicitor (Strategic Development), Member Services Manager (Operational).

278 Declarations of Interest

Councillor	Interest	Minute No.
Bartlett	Made a Voluntary Announcement that he was a Member of the Kennington Community Council.	280

279 Minutes

Resolved:

That the Minutes of the Meeting of this Committee held on the 10th October 2019 be approved and confirmed as a correct record.

280 Dissolution of the Grouped Parish Council for Mersham and Sevington

The report set out details of the request from the grouped Parish Council of Mersham and Sevington. This asked the Borough Council to make an order dissolving the current grouping arrangements that saw the parish areas of Mersham

and Sevington being overseen by one Parish Council, and that two separate Parish Councils be created. The report also outlined the consultation that the Parish Council had undertaken, as well as details of the order that the Borough Council would need to make in order to bring into effect the dissolution.

In accordance with Procedure Rule 9.3 Mr Turley of Mersham and Sevington Parish Council spoke on this item. He advised that he was pleased to see the recommendation to separate the Parish Councils and the existing Parish Council unanimously supported this course of action. The area had changed significantly in recent years leading to diverging priorities for residents in the existing Parish, particularly Sevington South which was now a significant urban extension, as opposed to the rural village of Mersham. Each now had their own distinct identities. However, both areas had the critical mass to operate as standalone Parish Councils. He did have one point he wanted to expand on which was the recommendation to undertake elections to the new Parish Councils on the 7th May 2020. As per the Portfolio Holder comments in the report, the Parish Council would also support co-option for the newly created vacant seats, rather than elections for all seats. In their experience new candidates had to be encouraged to put themselves forward and there was never a surplus of volunteers, so any potential election in 2020 was extremely unlikely to be contested with an unnecessary cost in time and effort. Additionally, new Councillors elected in May 2019 would then have to stand down prematurely and possibly not be re-elected, so he hoped that the Committee would support the co-option route. He concluded by thanking both the Ward Member Councillor Bartlett and the Council's Solicitor Sarah Hartles for their valuable advice, support and guidance throughout the process.

The Committee discussed the issue of elections or co-options and were unanimously supportive of the co-option route. It therefore agreed to amend recommendation (iii) accordingly.

A Member made particular reference to the parish wards and it was explained that there were some anomalies with the existing boundaries, but these would best be resolved as part of a future wider Boundary Review, rather than through this exercise. The Member said that he supported the proposals but hoped that any co-option process would take into account the distinct nature of Finberry and ensure representation for that area. Another Member said he also supported the principle of co-option but hoped the process would not become unnecessarily political.

The Chairman wished the representatives from Mersham and Sevington well in developing their new Parish Councils.

Recommended:

- That**
- (i) the request to dissolve the grouping arrangements be noted.**
 - (ii) the order dissolving the grouping arrangements be made in the form attached at Appendix 2 to the report.**
 - (iii) existing Parish Councillors remain in office and the vacancies be filled by co-options.**

281 Planning Committee – Reduction in Size

The Leader introduced the report which sought agreement to a reduction in the number of Members appointed to the Planning Committee. This followed an approach from the Leader of the Labour Group. The report also proposed an increase in the quorum of the Committee. If approved, the proposals would be in place for the new Municipal Year (2020/21). He said that it was clear when comparing to other Authorities that Ashford's Planning Committee was probably now too large. Historically, when the Administration had had a much larger majority on the Council, the number of Members on the Planning Committee had been increased to ensure that the smaller Political Groups had representation. Given that the May 2019 Election had produced a smaller Administrative Party, that need was now less stark and he therefore agreed that the Committee should be reduced in size.

Members were generally supportive of the proposals to reduce the size of the Committee. Some Members expressed the view that perhaps the size could be reduced even further and were also concerned that the number proposed would result in the Administration having an overall majority on the Committee of two Members, rather than one as currently. There was also some concern expressed about the mix of urban and rural Members, the Leader being an ex-officio Member and Cabinet Members being appointed to the Committee.

The Leader advised that the number of voting Members proposed (14) had been selected carefully as it allowed the Green Party to retain their seat on the Committee. The balance of the Committee was determined by the Political Balance calculation so it was prescribed for them and he believed the number should not be engineered. On a wider point he considered that the Planning Committee, in its quasi-judicial capacity, should not be political and he did not think that Members voted on political lines at Planning Committee meetings. If Members of his Group did not act appropriately he said he would have no hesitation in taking action as Group Leader and he hoped that other Group Leaders would follow accordingly. The Committee thought there was some merit in implementing a mix of urban and rural Members on the Planning Committee, but this was something for Group Leaders to action informally and could not be prescribed. Seats were allocated in accordance with the Political Balance calculation and it was for Group Leaders to appoint to those and make decisions on the number of urban, rural or Cabinet Members appointed. The appointment of the Leader as an ex-officio Member of the Planning Committee was set out in the Constitution and would require Full Council approval to change. Group Leaders present agreed that the future operation of the Planning Committee was a subject that could be discussed informally at future Group Leader Meetings.

Recommended:

- That (i) the number of Members appointed to the Planning Committee be reduced from 17 (plus 1 ex-officio) to 14 (plus 1 ex-officio) for the new Municipal Year 2020/21.**
- (ii) a quorum of 50% of the total membership (seven voting Members) be applied for Meetings of the Planning Committee.**

- (iii) the Terms of Reference of the Planning Committee be amended to reflect (i) and (ii) above.**
-

LOCAL GOVERNMENT ACT 1972

The Ashford Borough (Dissolution of the Grouped Parish Council of Mersham & Sevington) Order 2020

Made [day] [month] [year]

Coming into force in accordance with article 1(2)

Ashford Borough Council (“the Council”), in accordance with section 11 of the Local Government Act 1972 (“the 1972 Act”), has received a request from the grouped Parish Council of Mersham & Sevington requesting that the group be dissolved.

The Council has decided to give effect to that request.

The Council makes the following Order in exercise of the powers conferred by section 11 of the 2007 Act.

Citation and commencement

1. (1) This Order may be cited as the Ashford Borough (Dissolution of the Grouped Parish Council of Mersham & Sevington) Order 2020.
(2) Subject to paragraphs (3) and (4) below, this Order comes into force on 1st April 2020.

Interpretation

2. In this Order:
“Borough” means the borough of Ashford;
“ordinary day of election of councillors” has the meaning given by section 37 of the Representation of the People Act 1983; and
“registration officer” means an officer appointed for the purpose of, and in accordance with, section 8 of the Representation of the People Act 1983.

Effect of Order

3. This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

Dissolving the Mersham & Sevington group of parishes under the Mersham & Sevington Parish Council

4. (1) The Mersham & Sevington group of parishes shall be dissolved.

- (2) The Mersham & Sevington Parish Council for the Mersham & Sevington group of parishes shall be wound up and dissolved.
- (3) There shall be a Parish Council for Mersham parish and a Parish Council for Sevington Parish.
- (4) That the Parish Council for Sevington shall be called the “Parish Council for Sevington with Finberry”.

Election for the parish of Mersham

5. Election of parish councillors for the parish of Mersham shall be held on the next ordinary day of election of councillors.

Elections for the parish of Sevington

6. Elections of all parish councillors for the parish of Sevington shall be held on the next ordinary day of election of councillors.

Number of parish councillors for the parish of Mersham

7. The number of councillors to be elected for the parish of Mersham shall be seven (7).

Numbers of parish councillors for the parish of Sevington

8. The number of councillors to be elected for the Sevington ward of the parish of Sevington shall be 6 and for the Highfield ward of that parish shall be 1.

Electoral register

9. The registration officer for the Borough shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order.

Transfer of property, rights and liabilities

10. The items and balances described in Schedules 1, 2 and 3 shall transfer from the grouped Parish Council of Mersham & Sevington to the parish council specified in those Schedules on 1st April 2020.

Order date

11. [Date] is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008(f).

Sealed with the seal of the Council on the _____ day of _____

The Seal of Ashford Borough Council
was affixed in the presence of:

Mayor

Solicitor

SCHEDULE 1
ITEMS TO BE TRANSFERRED TO THE PARISH COUNCIL OF MERSHAM

<u>ITEM</u>	<u>LOCATION</u>
Street Furniture	
<u>Bus shelters</u>	
Timber bus shelter	A20, Mersham
Waney bus shelter	The Street
Concrete shelter	The Frith
<u>Jubilee Beacon</u>	Millennium Green
<u>Seats</u>	
1 Streetmaster Monmouth	A20 lay-by
1 timber/concrete seat	Oaklands Green
1 Riva seat	Forstal
1 Riva seat	JPF western side
1 Riva seat	JPF northern side
1 Streetmaster Monmouth	JPF southern side
1 Lister Mendip seat	Village Hall car park
1 Street Master seat	Church Hill
1 commemorative seat	Flood Street
1 Lister Jubilee seat	Cherry Glebe
1 Lister In remembrance seat	Broad Oak
1 Lister seat	Kingsford Close
1 Blenheim teak seat	Oaklands Green
1 Streetmaster Georgian seat	Millennium Green
6 Lister Severn seats	Millennium Green
<u>Noticeboards</u>	
1 Filcris noticeboard	Oaklands Green
1 Filcris noticeboard	Mountbatten Hall
<u>Waste bins</u>	
1 WGP 3 cu/l waste bin	Oaklands Green

1 WGP 3 cu/l waste bin	Forstal
1 timber slatted bin	Millennium Green
1 timber slatted bin	JPF
1 large dog waste bin	Path near Mill. Green
1 dog waste bin	On path nr. Church Rd
1 dog waste bin	Village Hall verge
1 dog waste bin	Church Rd. nr. School
Play Equipment	
1 set 4 senior swings	Junior Playing Field
1 set 2 junior swings	Junior Playing Field
1 set 2 cradle swings	Junior Playing Field
1 see-saw	Junior Playing Field
1 slide	Junior Playing Field
Tree house & attachments	Junior Playing Field
Caterpillar	Junior Playing Field
Goanna springer	Junior Playing Field
Grasshopper springer	Junior Playing Field
Snake springer	Junior Playing Field
Toadstool carousel	Junior Playing Field
Picnic seat	Junior Playing Field
Football Goal Posts	Junior Playing Field
Office Equipment	
Laptop	The Briars

SCHEDULE 2

ITEMS TO BE TRANSFERRED TO THE PARISH COUNCIL OF SEVINGTON

<u>ITEM</u>	<u>LOCATION</u>
Street Furniture	
End of World War 1 Beacon	Church Road, Sevington
<u>Noticeboards</u>	
1 stainless steel n/b	Church Rd. Sevington
1 wooden Noticeboard	Play area, Sevington
2 dog waste bins	Sevington
Office Equipment	
Laptop	The Briars

SCHEDULE 3

FUNDS AND BALANCES TO BE TRANSFERRED

Funds and balances to be transferred
50% of the financial balance of the grouped Parish Council of Mersham and Sevington is to be transferred to the Parish Council of Mersham
50% of the financial balance of the grouped Parish Council of Mersham and Sevington is to be transferred to the Parish Council of Sevington

EXPLANATORY NOTE

(This note is not part of the Order)

This Order gives effect to recommendations made by Ashford Borough Council for the common parish council for the parishes of Mersham and Sevington to be dissolved within the borough of Ashford.

Articles 5 and 6 provide for parish elections in the parishes of Mersham and Sevington to take place in the established system of parish elections with the next

elections being in 2023. In the meantime, those parish councillors elected in 2019 shall form the two parish councils and co-opt into any vacancies in the ordinary way.

Article 9 obliges the Electoral Registration Officer to make any necessary amendments to the electoral register to reflect the new electoral arrangements.

Agenda Item 14



Agenda Item No:

Report To: Council

Date of Meeting: 5th March 2020

Report Title: Programme of Meetings 2020/21 and 2021/22

Report Author & Job Title: Danny Sheppard – Member Services Manager (Operational)

Portfolio Holder Cllr. Clarkson
Portfolio Holder for: Leader of the Council

Summary:	To agree the programme of meetings for 2020/21 and 2021/22
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Key Decision: NO

Significantly Affected Wards: None specifically

Recommendations: **The Council is asked to agree the programme of meetings for 2020/21 and 2021/22**

Policy Overview: The programme reflects the monthly Cabinet and Overview and Scrutiny cycle as agreed by the Council at its meeting on the 17th October 2019 (Minute No 191/10/19 refers). This generally provides for a Cabinet meeting on the last Thursday of every month and a monthly Planning Committee meeting every four/five weeks. Overview and Scrutiny meetings are programmed in line with the timetable for call-in of items from the Cabinet and will generally fall on the second Tuesday of the month.

Equalities Impact Assessment Not Required

Exempt from Publication: NO

Contact: danny.sheppard@ashford.gov.uk – Tel: (01233) 330349

DATES OF MEETINGS MAY 2020 - MAY 2021

Meetings are usually held at the Civic Centre and start at 7.00pm unless otherwise stated

MAY 2020

F 1
 M 4
 Tu 5 Selection & CR
 W 6
 Th 7 P&CC Elections
 F 8 **BANK HOLIDAY**
 M 11
 Tu 12 O&S
 W 13
 Th 14 JCC 2.30pm
 F 15
 M 18
 Tu 19
 W 20 Planning
 Th 21 Council
 F 22
 M 25 **BANK HOLIDAY**
 Tu 26 TEB 10am
 W 27
 Th 28 Cabinet
 F 29

M 13
 Tu 14 O&S
 W 15 Planning
 Th 16 JCC 2.30pm, Council
 F 17
 M 20
 Tu 21 Audit
 W 22
 Th 23
 F 24
 M 27
 T 28
 W 29
 Th 30 Cabinet
 F 31

Th 24 Cabinet
 F 25
 M 28
 Tu 29 Audit
 W 30

OCTOBER 2020

Th 1
 F 2
 M 5
 Tu 6
 W 7
 Th 8
 F 9
 M 12
 Tu 13 O&S
 W 14 Planning
 Th 15 Council
 F 16
 M 19
 Tu 20
 W 21
 Th 22
 F 23
 M 26
 Tu 27
 W 28
 Th 29 Cabinet
 F 30

AUGUST 2020

M 3
 Tu 4
 W 5
 Th 6
 F 7
 M 10
 Tu 11 O&S
 W 12
 Th 13
 F 14
 M 17
 Tu 18
 W 19 Planning
 Th 20
 F 21
 M 24
 Tu 25 TEB 10am
 W 26
 Th 27 Cabinet
 F 28

MAY 2021

SEPTEMBER 2020

Tu 1
 W 2
 Th 3
 F 4
 M 7
 Tu 8 O&S
 W 9
 Th 10 JCC 2.30pm
 F 11

NOVEMBER 2020

M 2
 Tu 3
 W 4
 Th 5
 F 6
 M 9
 Tu 10 O&S
 W 11 Planning
 Th 12 JCC 2.30pm
 F 13
 M 16
 Tu 17
 W 18
 Th 19
 F 20
 M 23
 Tu 24 TEB 10am
 W 25
 Th 26 Cabinet
 F 27
 M 30

JUNE 2020

M 1
 Tu 2 Joint Transportation
 W 3
 Th 4
 F 5
 M 8
 Tu 9 O&S
 W 10
 Th 11
 F 12
 M 15
 Tu 16 Audit
 W 17 Planning
 Th 18
 F 19
 M 22
 T 23
 W 24
 Th 25 Cabinet
 F 26
 M 29
 Tu 30

JULY 2020

W 1
 Th 2
 F 3
 M 6
 Tu 7
 W 8
 Th 9
 F 10

M 14
 Tu 15 Joint Transportation
 W 16 Planning
 Th 17
 F 18
 M 21
 Tu 22
 W 23

DECEMBER 2020

Tu 1 Audit
 W 2
 Th 3
 F 4

M 7
 Tu 8 Joint Transportation
 W 9 Planning
 Th 10 Council
 F 11

M 14
 Tu 15
 W 16
 Th 17 Cabinet
 F 18

M 21
 Tu 22
 W 23
 Th 24 OFFICES CLOSED
 F 25 CHRISTMAS DAY

M 28 BANK HOLIDAY
 Tu 29
 W 30
 Th 31

* No O&S meeting in December due to Budget Scrutiny

JANUARY 2021

F 1 BANK HOLIDAY

M 4
 Tu 5
 W 6
 Th 7
 F 8

M 11
 Tu 12
 W 13
 Th 14 JCC 2.30pm
 F 15

M 18
 Tu 19 Licensing & H&S 10am
 O&S*
 W 20 Planning
 Th 21
 F 22

M 25 Standards
 Tu 26
 W 27
 Th 28 Cabinet
 F 29

* O&S 1 week later due to Budget Scrutiny

FEBRUARY 2021

M 1
 Tu 2
 W 3
 Th 4
 F 5

M 8
 Tu 9 O&S
 W 10
 Th 11
 F 12

M 15
 Tu 16
 W 17 Planning
 Th 18
 F 19

M 22
 Tu 23 TEB 10am
 W 24
 Th 25 Cabinet
 F 26

MARCH 2021

M 1
 Tu 2 Joint Transportation
 W 3
 Th 4 Council (C Tax)
 F 5

M 8
 Tu 9 O&S
 W 10
 Th 11 JCC 2.30pm
 F 12

M 15
 Tu 16 Audit
 W 17 Planning
 Th 18
 F 19

M 22
 Tu 23
 W 24
 Th 25 Cabinet
 F 26

M 29
 Tu 30
 W 31

APRIL 2021

Th 1
 F 2 GOOD FRIDAY

M 5 EASTER MONDAY
 Tu 6
 W 7
 Th 8
 F 9

M 12
 Tu 13 O&S
 W 14
 Th 15 Council
 F 16

M 19
 Tu 20
 W 21 Planning
 Th 22
 F 23

M 26
 Tu 27
 W 28
 Th 29 Cabinet
 F 30

MAY 2021

M 3 BANK HOLIDAY
 Tu 4 Selection & CR

W 5
 Th 6 KCC Elections
 F 7

M 10
 Tu 11 O&S
 W 12
 Th 13 JCC 2.30pm
 F 14

M 17
 Tu 18
 W 19 Planning
 Th 20 Council
 F 21


M 24
 Tu 25 TEB 10am
 W 26
 Th 27 Cabinet
 F 28

M 31 BANK HOLIDAY

KEY

O&S - Overview and Scrutiny

JCC - Joint Consultative Committee

 School Holidays

DATES OF MEETINGS MAY 2021 - MAY 2022

Meetings are usually held at the Civic Centre and start at 7.00pm unless otherwise stated

MAY 2021

M 3 **BANK HOLIDAY**
 Tu 4 Selection & CR
 W 5
 Th 6 KCC Elections
 F 7

M 10
 Tu 11 O&S
 W 12
 Th 13 JCC 2.30pm
 F 14

M 17
 Tu 18
 W 19 Planning
 Th 20 Council
 F 21

M 24
 Tu 25 TEB 10am
 W 26
 Th 27 Cabinet
 F 28

M 31 **BANK HOLIDAY**

JUNE 2021

Tu 1 Joint Transportation
 W 2
 Th 3
 F 4

M 7
 Tu 8 O&S
 W 9
 Th 10
 F 11

M 14
 Tu 15 Audit
 W 16 Planning
 Th 17
 F 18

M 21
 T 22
 W 23
 Th 24 Cabinet
 F 25

M 28
 Tu 29
 W 30

JULY 2021

Th 1
 F 2
 M 5
 Tu 6
 W 7
 Th 8 JCC 2.30pm
 F 9
 M 12

Tu 13 O&S
 W 14 Planning
 Th 15 Council
 F 16

M 19
 Tu 20 Audit
 W 21
 Th 22
 F 23

M 26
 T 27
 W 28
 Th 29 Cabinet
 F 30

AUGUST 2021

M 2
 Tu 3
 W 4
 Th 5
 F 6

M 9
 Tu 10 O&S
 W 11
 Th 12
 F 13

M 16
 Tu 17
 W 18 Planning
 Th 19
 F 20

M 23
 Tu 24 TEB 10am
 W 25
 Th 26 Cabinet
 F 27

M 30 **BANK HOLIDAY**
 Tu 31

SEPTEMBER 2021

W 1
 Th 2
 F 3

M 6
 Tu 7 Joint Transportation
 W 8
 Th 9 JCC 2.30pm
 F 10

M 13
 Tu 14 O&S
 W 15 Planning
 Th 16
 F 17

M 20
 Tu 21
 W 22
 Th 23
 F 24

M 27
 Tu 28 Audit
 W 29
 Th 30 Cabinet

OCTOBER 2021

F 1
 M 4
 Tu 5
 W 6
 Th 7
 F 8

M 11
 Tu 12 O&S
 W 13 Planning
 Th 14
 F 15

M 18
 Tu 19
 W 20
 Th 21 Council
 F 22

M 25
 Tu 26
 W 27
 Th 28 Cabinet
 F 29

NOVEMBER 2021

M 1
 Tu 2
 W 3
 Th 4
 F 5

M 8
 Tu 9 O&S
 W 10 Planning
 Th 11 JCC 2.30pm
 F 12

M 15
 Tu 16
 W 17
 Th 18
 F 19

M 22
 Tu 23 TEB 10am
 W 24
 Th 25 Cabinet
 F 26

M 29
 Tu 30

DECEMBER 2021

W 1
Th 2
F 3

M 6
Tu 7 Audit
W 8 Planning
Th 9 Council
F 10

M 13
Tu 14 Joint Transportation
W 15
Th 16 Cabinet
F 17

M 20
Tu 21
W 22
Th 23
F 24 OFFICES CLOSED

M 27 **BANK HOLIDAY**
Tu 28 **BANK HOLIDAY**
W 29
Th 30
F 31

* No O&S meeting in December due to Budget Scrutiny

JANUARY 2022

M 3 **BANK HOLIDAY**
Tu 4
W 5
Th 6
F 7

M 10
Tu 11
W 12
Th 13 JCC 2.30pm
F 14

M 17
Tu 18 Licensing & H&S 10am
O&S*
W 19 Planning
Th 20
F 21

M 24 Standards
Tu 25
W 26
Th 27 Cabinet
F 28

M 31

* O&S 1 week later due to Budget Scrutiny

FEBRUARY 2022

Tu 1
W 2
Th 3
F 4

M 7
Tu 8 O&S
W 9
Th 10
F 11

M 14
Tu 15
W 16 Planning
Th 17
F 18

M 21
Tu 22 TEB 10am
W 23
Th 24 Cabinet
F 25

M 28

MARCH 2022

Tu 1 Joint Transportation
W 2
Th 3 Council (C Tax)
F 4

M 7
Tu 8 O&S
W 9
Th 10 JCC 2.30pm
F 11

M 14
Tu 15 Audit
W 16 Planning
Th 17
F 18

M 21
Tu 22
W 23
Th 24
F 25

M 28
Tu 29
W 30
Th 31 Cabinet

APRIL 2022

F 1

M 4
Tu 5
W 6
Th 7
F 8

M 11
Tu 12 O&S
W 13 Planning
Th 14
F 15 **GOOD FRIDAY**

EASTER MONDAY

M 18
Tu 19
W 20
Th 21 Council
F 22

M 25
Tu 26
W 27
Th 28 Cabinet
F 29

MAY 2022

M 2 **BANK HOLIDAY**
Tu 3 Selection & CR
W 4
Th 5
F 6

M 9
Tu 10 O&S
W 11
Th 12 JCC 2.30pm
F 13

M 16
Tu 17
W 18 Planning
Th 19 Council
F 20

M 23
Tu 24 TEB 10am
W 25
Th 26 Cabinet
F 27

M 30 **BANK HOLIDAY**
Tu 31


KEY

O&S

- Overview and Scrutiny

JCC

- Joint Consultative Committee

 School Holidays

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