

South Willlesborough and Newtown Community Council

www.swancc.org.uk

Minutes of the Ordinary Meeting of the Council held on

Monday 4th September 2023

September 2023 Minutes

The Chair opened the meeting at 7:01pm

In attendance, Cllr Sue Mullan Chair (SM) Cllr Andy Rogers Vice Chair (AR) Cllr David Mullan (DM) Cllr Andy Hodges (AH) Cllr Eric Parkinson (EP) Cllr Steve Campkin (SC) Cllr Nirosha Thilagarajan (NT) Also, in attendance, Ward Cllr Sojan Joseph, Peter New Neighbourhood Watch and 8 members of the Public.

Quorum 2/3 of 9 Members

143/23 Record attendance and list apologies for absence

Apologies were received from Cllr Paul Bohil (PB) and Cllr David Smith (DS) and approved.

144/23 Declarations of pecuniary, other significant or voluntary interest

SC declared Tenancy of Allotment at Gas House Fields.

145/23 Agree Minutes of the Council meeting of 10th July 2023 and sign (attached)

Proposed AR Seconded DM that the Minutes of the July meeting were a true record of proceedings and that the Chair signs them.

146/23 To receive reports from

- a. KCC Cllr
 - b. KALC representatives
 - c. Observer to the Newtown Railway Works Development
 - d. Police and Neighbourhood Watch representatives,
 - e. Swan Centre representative
 - f. Ward Cllrs
-
- a) SC advised of a motion to KCC for banning of single use vapes and the importance of recycling these as batteries as they are dangerous, toxic and highly flammable. The budget for Potholes was extremely low however gradual work is being carried out to repair these in the wider Aylesford East Stour area.
 - b) AR advised the next meeting would take place 6th September 2023 and there were no further updates since the last meeting.
 - c) AR advised that the drainage works were now 95% complete and progressing well, there were no updates on the road infrastructure changes with the 3-way traffic light system to date, that AIDC Ltd were in continued talks for the purchases of the residential apartments and the Movie Studios. The next Board meeting would take place later this month.

- d) PN read a previously circulated report highlighting the Kent Police model for this coming year, the newest scams and the work to promote awareness of these in the area and the continuing support of SWAN residents in the area.
- e) No update at this meeting.
- f) Cllr Sojan Joseph advised the updates from Ashford Borough Council on increased parking charges and the reports were available as the reasons for this. Also, the roll out of the Town Centre Business Scheme 2023-2025 and more details would follow on this item.

EP advised of feedback from residents requesting more notice of road closures in the area. The statutory method for advising of road closures was discussed. SC advised he had not been receiving the usual updates from KCC and AR advised he would ask the Board of AIDC Ltd to communicate with residents on upcoming road closures if possible.

DM asked Cllr Sojan Joseph to raise the number of unoccupied premises on Newtown with the Housing department and highlighted a property that had been damaged by fire last year was still unrepaired and unoccupied as an example.

SE advised of a new Housing Officer for Newtown had been appointed and was available for consultation with the Neighbourhood Manager and 2 dates were agreed for this and DM would advise of his availability.

AR asked Cllr Sojan Joseph to follow up the objective of SWANCC for the widening of the footpath at Albion Place and the replacement of the Playpark at Stirling Road Newtown.

147/23 Meeting adjourned for members of the public to raise questions on items on the agenda.

(This item will last no more than 15 minutes in total)

Meeting adjourned at 7:20

NT joined the meeting at 7:21pm

A resident from Canterbury Road highlighted the number of issues in recent weeks on this road. A dreadful accident caused by unsafe parking led to a vehicle crashing into the garage of the residents' property and it is now unusable. The Loss Adjuster from the Insurance company was extremely concerned where Contractors for the repairs would be able to park. The resident brought photographs of the incident. Also, a young person was knocked off their bike and injured following a collision believed to be caused by unsafe parking. Another resident advised that those using mobility scooters to return to SWAN from the Drs Surgery were having to use the road due to unsafe parking on pavements. It was also asked if members could contact business owners near to Canterbury Road to advise of the highway code on parking on this road.

SC advised on the work as KCC Cllr to lobby for double yellow lines on this road and that the highways improvement plan was the vehicle to bring about the requirements in this area.

SE advised this is a very high priority for SWANCC who have been working on this issue for some time and gave the background of this Councils' work and the methods it is using.

Steps SWANCC have taken to address this issue SWANCC have been

- a) Lobbying KCC for a Highways Improvement Plan –
- b) Working with KCC Cllr Steve Campkin to lobby for this issue and to raise awareness of the dangers of this area.
- c) Requesting Traffic Enforcement Officers to patrol the area.
- d) Notices on Windscreens parked causing danger on Canterbury reminding of the Highway Code and the need for safer parking.

Highways Improvement Plan:-

This is the process to have this issue addressed with double yellow lines. Which will require a Traffic Regulation Order and variety of steps are required through the Highways Improvement Plan to reach this destination.

KCC have had a restructure to work with Parish Councils on Highways Improvement Plans and have now delegated an Officer to SWANCC to conduct the Highways Improvement Plan. It is a very large project which will see a full review of key areas in SWAN and the priority needs for safety and managed parking, particularly on Canterbury Road.

This project requires significant investment, inter agency working and a Design Scheme followed by a Regulation Traffic Order, which will then allow the double yellow lines or other solutions to be put in place and will be a tremendous improvement to the safety and connectivity of SWAN.

An update on the progress of the Highways Improvement Plan will be discussed under item 150/23 to update all members on its progress so far and the timeline for it. This will then be actioned through the SWANCC Planning and Highways Committee which meets to discuss the details for the project and its submission.

Action SE to send reports to Ward Cllr Joseph.

148/23 To consider Co Option of Candidates to SWANCC

A Candidate stood for Co Option of SWANCC.

Resolved:- 1) Following the Standing Orders Item 10, a, xi, the Chair Proposed a Motion to close the meeting to members of the public. This was Seconded by AR and immediately put to the vote. Agreed unanimously to close the meeting to members of the Public at 7:38pm.

2) Members voted unanimously not to Co Opt the Candidate presented.

The meeting was reopened to the Public at 7:51pm

149/23 To consider and agree Job Adverts for Public Spaces Enhancement Officer and Community Gardener

Resolved:-Proposed AT and Seconded NT and Agreed Unanimously to agree the Job adverts and to advertise these on the Noticeboards, Social Media and SWANCC website, with a closing date of 22nd September 2023. Interviews to take place in October 2023.

Action SE to circulate Job Adverts

150/23 To consider an update report on the progress of the Highways Improvement Plan and agree timeline for Autumn 2023

Members had a full discussion regarding the previously circulated report and the concerns raised by residents and the priorities of the SWAN Community Plan.

Resolved:- Proposed AR and Seconded SC and Agreed Unanimously 1) To note the progress of the Highways Improvement plan to date. 2) To agree the proposed timeline for the Highways Plan Completion of submission. 3) Costs were discussed and Members noted the initial costs of a small Design Scheme and Traffic Regulation Orders. The full cost of the scheme would be considered with the progress of the timeline and discussed for the budget for 2024.

151/23 To consider a report of the Community Council Manager on the half year review for SWANCC and agree actions

Members discussed a previously circulated report on the half year review of the Council and the actions for 2023 and 2024.

Resolved:- Proposed EP and Seconded AR and Agreed Unanimously to note the review of objectives to date and the delegation to Committees for 2023 and 2024.

152/23 To review a report of the Community Council on Charging locations for Electric Vehicles in SWAN and agree actions

Members considered a previously circulated report.

Resolved:- Proposed EP and Seconded DM and Agreed unanimously 1) To the investigation of the following sites as possible publicly accessible locations of Electric Charging Vehicles:-

- a) The Car parks on Newtown which are underused (although work is in progress to address this.)
- b) The SWAN Centre car park although this is in significant use and determination of the land ownership and KCC land use would need to be investigated.
- c) The entrance to Fairview Estate near the play park which used to host recycling facilities.
- d) Mallards estate car park near the flats entrance.

ECVI points would need to be externally funding as the costs were prohibitive to SWANCC. That investigations for external funding would continue over 2024.

Action SE to advise Ashford Economic Team of sites considered, and that these would need to be externally funded.

153/23 To review recommendations from the Planting and Biodiversity Working Group

Resolved:- Proposed AR and Second AH that 1) SC to be Chair of Working Group, 2) Addition of Jacky Godden as Member of the Planting and Biodiversity Working Group as a resident. 3) To accept the recommendations of planting sites for Spring Bulbs this Autumn subject to permission from Ashford Borough Council as Landowners. These are:-

| | | |
|---|--|---|
| <u>Stirling Road Playpark</u> | <u>Plant perimeter with Pseudo Narcissi Daffodils</u> | <u>Planting perimeter so if and when play equipment if returned planting is not disturbed. To improve the empty space and give a visual impact</u> |
| <u>Beazley Court</u> | <u>Under planting hedgerow Pseudo Narcissi Daffodils</u> | <u>Request of SWANCC Litterpicker to expand planting to reduce accrual of litter</u> |
| <u>Pocket Park Canterbury Road</u> | <u>3m Snakes Head Frits and 3m Cowslips</u> | <u>Wet area and suitable planting.</u> |
| <u>Note on Cowslips</u> | <u>To buy plug plants to create a an instant display and this is a native species to South Willesborough and these will</u> | |

| | | |
|----------------------|--|--------------------------------------|
| | <u>spread and create a naturalising of a local species.</u> | |
| <u>Mallards</u> | <u>7 trees to plant bulbs around the Tree area Pseudo Narcissi Daffodils</u> | <u>New Planting and improvement</u> |
| <u>Newtown Green</u> | <u>Bluebells and Snowdrops under trees to right of Green</u> | <u>To expand the planting season</u> |

2) Proposed AR and Seconded NT to accept the recommendations for purchases as follows based on a Costings report from the Community Council Manager.

- 1) Boston Bulbs £689.50+£5.99 delivery
- 2) Naturescape £49.50+£5.99 delivery
- 3) Total Cost £750.98 against Budget of £750.00

154/23 To receive and note final costings for Railway Vintage Festival July 2023

Members discussed the previously circulated report.

Resolved:- Proposed EP and Seconded DM to receive and note the final costings for the Railway Vintage Festival. To note the income is reduced by £90 from the July report as SWANCC Agreed to waive the stall fee for 3 stalls as part of its charity focus for the event. That the Event Reset grant monitoring form had been submitted and approved by Ashford Borough Council and remittance of payment had been received. That KCC had emailed to advise the grant request would be honoured and the funding was awaited. The event had been delivered on budget for 2023 2024.

155/23 To receive a report of the Community Council Manager on The D Day Anniversary recommendations

Members carefully considered the briefing from KALC for the D Day anniversary with a report from the Community Council Manager.

Resolved :- Proposed AR and Seconded EP that the following recommendations are accepted for the D Day Anniversary 6th June 2024.

1. The Beacon is lit at Gas House Fields Allotments, fitting for the Dig For Victory Tribute.
2. It is a central location and easily accessible on foot or by wheelchair
3. It is fully insured for this small-scale event
4. The Beacon package is purchased with additional costs for gas cylinders and lighting sticks.
5. The Chair Lights it and the Tribute is given
6. A letter is sent to the School requesting the poem is written and fish and chips are on the school menu.
7. A letter is sent to both local pubs requesting fish and chips on the menu.
8. An exhibition board is made available at a central location with the wide briefing content of the D Day commemorations
9. This is communicated in upcoming newsletters and a flyer is sent to all residents the week of the Tribute to remind of the Beacon lighting.

Actions SE 1) To arrange order beacon package, 2) send letters to school and local pubs, 3) To produce a management plan for the event for review at the Finance and General Purposes

Committee. 4) SE to draft item for newsletter and be Agreed by email by Communications Committee, 5) SE to draft flyer for Communications Committee to agree.

156/23 To receive and note the Minutes of the Finance and General Purposes Committee July 2023

Resolved:- Proposed AR and Seconded NT to receive and note the Minutes of the Finance and General Purposes Committee July 2023.

157/23 To receive the August payments listing and endorse payments agreed by email and September Payments listing

Members discussed the budget monitoring report for August 2023, the payments agreed by email for August 2023 and September payments listing.

Resolved:- Proposed AR and Seconded AH and Agreed unanimously,

- 1. To receive and note the August Budget Monitor is attached and Summary Sheet. Also, the August payments listing which was Agreed by email over the Summer Recess.**
- 2. To endorse August payments listing Agreed by the Finance and General Purposes Committee over the Summer recess.**
- 3. To Agree payments received since Summer recess and pay. Early September payments listing.**
- 4. To transfer £3200 from the Reserve Account to the Current account.**

| | | | | | |
|--|---------------|--------------|---------------|---------------------|------------------------|
| 5. Break Down Of Wages (individual by separate cover) | | | | | |
| Staffing Wages | | | £2,581.10 | Salaries | Staff salaries |
| Nest Pension Direct Debit | | | £197.04 | | |
| HMRC | | | £499.21 | | |
| Clerk Expenses | | | | | |
| Keyboard replacement | £13.43 | £2.68 | £16.11 | Emillia WSA | Office Stationary Eqpt |
| Tree Plaques | £110.00 | £0.00 | £110.00 | Railway Event | Projects |
| Trophy Awards | £26.00 | £0.00 | £26.00 | Annual Electors Mtg | Events Wkg Grp |
| Postage | £11.80 | £0.00 | £11.80 | Postage | Clerk Expenses |
| | | | | | |
| Microshade Hosting | £1,749.78 | £349.96 | £2,099.74 | Hosting Services | Hostings Services |
| Ashford Cattle Market | £576.38 | £115.28 | £691.66 | Electricity 6mths | Office Rents |
| Ashford Guide Dogs | £40.00 | £0.00 | £40.00 | Donation | Donation |
| Water Plus | £64.09 | £0.00 | £64.09 | Water Supply | Allotments |
| Source Payments for Information | £0.00 | £0.00 | £0.00 | | |
| Direct Debits for Information | £0.00 | £0.00 | £0.00 | | |
| ICO | £35.00 | £0.00 | £35.00 | ICO fee | Legal Fees |

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|----------------------|--------|-------|--------|--------------|----------------|
| Agilico | £30.27 | £6.05 | £36.32 | Phone rental | Tele Broadband |
| Unity Service Charge | £6.00 | | | Exp Act | Unity Trust |

New Beneficiary

Water Plus

Ashford Guide Dogs

New supplier.

Sep-23

| | | | | | |
|---|---------|-------|---------|-----------------|--------------------|
| Break Down Of Wages (individual by separate cover) | | | | | |
| Staffing Wages | | | | Salaries | Staff salaries |
| | | | | | |
| HMRC | | | | | |
| Clerk Expenses | | | | | |
| Postage reimbursement | £12.50 | £0.00 | £12.50 | | Clerk Exp |
| Printer labels | £8.23 | £1.65 | £9.88 | | Stationery |
| | | | | | |
| Internal Audit - Lionel Robbins | £120.00 | £0.00 | £120.00 | | Internal Audit Fee |
| S Heathfield Gardening Services | £15.00 | £0.00 | £15.00 | Replacement Tap | Allotments |
| | | | | | |
| | | | | | |
| Source Payments for Information | £0.00 | £0.00 | £0.00 | | |
| Direct Debits for Information | £0.00 | £0.00 | £0.00 | | |
| Siemens | £31.57 | £0.00 | £31.57 | | |
| Siemens | £111.68 | £0.00 | £111.68 | | |

These payments will be added to the September Budget Monitor and Expenditure Summary.

Action:- SE to arrange payments and transfers

158/23 To receive and note the Minutes of the Allotments Committee July 2023

Resolved 1) Proposed AH and Seconded AR to receive and note the Minutes of the Allotments Committee July 2023. 2) To accept the recommendations to advertising the Community Allotment Gardening Club and Book a Bed scheme.

159/23 To consider and agree a quotation for works at Gas House Fields Allotments

Resolved:- Proposed AR and Seconded NT and Agreed unanimously to accept the quotation for 3 days hire from S Heathfield Gardening Services for Gas House Fields Allotments.

Action SE to arrange 3 days work with S Heathfield Gardening Services.

160/23 A report of the Community Council Manager on the Execution of Deeds and Formal Tenancy Agreements within Council Correspondence for Gas House Fields Allotment

Resolved:- Proposed AR and Seconded NT and Agreed unanimously to accept the recommended format for Formal Tenancy Agreements within Council Correspondence for Gas House Fields Allotments and the Execution of Deeds by this Council.

161/23 To receive and note an update on S106 funding for Gas House Fields Allotments

Resolved :- Agreed unanimously to 1) Receive and note the response from the S106 funding team at Ashford Borough Council. 2) To delegate this item to the Allotments Committee. 3) It was also

noted that the S106 team had corresponded that S106 funding was not yet agreed with regard to the Brompton Bikes planning application and that regular requests needed to be made with the Planning Team at Ashford Borough Council. 4) A request was made to Ward Cllr Sojan Joseph to assist with this lobbying for S106 funding for a resident parking zone on Newtown and for the best outcome of S106 funding from this application for the SWAN area.

162/23 To consider a report of the Community Council Manager regarding expanding the terms of reference for the Communications Working Committee and its membership

Resolved:- Proposed EP and Seconded NT and Agreed Unanimously

- 1) To expand the Terms of Reference for the Communications Working Committee**
 - a) To accept recommendations from Committees to Council for Communication needs and if agreed at Council carry out those requirements,**
 - b) To have the delegation to carry out advertising needs of the Council, these can be facilitated at Council but also in addition at Committee**
- 2) To add SC to the membership of the Communications Workings Committee.**

Action SE to update the Delegation Scheme with these items.

163/23 To consider a report of the Community Council Manager regarding the Autumn Newsletter and the receipt of the drone footage and photographs from the Railway Vintage Festival and agree its content and distribution

Resolved:-Agreed unanimously to 1) The following content for the newsletter:-

Chairs Statement – to include that the drone footage from the event was a wonderful community image and reflected the character and spirit of the day was not sufficient to secure a Guinness World Record.

Know your Council and its aims -Community Plan - A review of the Environment strategy and its implementation.

Railway Vintage Festival _ press release and photographs

Memories Tent highlighting some of the articles shared and more available on the SWAN website

Community Poem

Rising Costs Support – grant monitoring requirement. With image of rising costs team

An update on the activities of the Litter Picker

Community Gardening in SWAN, SWANCC Planting and the hire of a Community Gardener image of Newtown Green in full bloom

Gas House Fields Allotments Disabled Access work and Living Workshop Update image of Living Workshop

Advertising for Allotment Gardening Club and Book a Bed

Annual Electors Meeting and SWAN Community Awards

Update from the SWAN Office – work experience student, Duke of Edinburgh Volunteer and Summer assistant

Advertise SWANCC Grants policy and availability

Asian Hornet update

Update on the Newtown Railway Works Cllr Andy Rogers

Cllr updates, KCC Steve Campkin, ABC Cllr Sojan Joseph and ABC Cllr Al Arnold

Update on latest Kent Policing Model

Neighbourhood Watch update Crime prevention Peter New and Cllr Paul Bohill

2) To endorse the use of images for articles agreed by email within the Communications Workings Committee,

3) To send the content to the designer at Dor 2 Dor and to accept the costs for designing the newsletter layout

4) NT and SM to proof and review copy before print.

164/23 Report of the Community Council Manager regarding the addition of Litter and Dog Waste Bins in South Willesborough

Members discussed a previously circulated report.

Resolved Proposed AR Seconded SC and Agreed unanimously 1) To request Ward Cllrs to assist with requesting Ashford Borough Council for the input of further dog waste bins at both locations. 2) Should this be declined to consider costs and provision of service by SWANCC. 3) To feedback the communications on the classification of vapes and their recycling by the producers to the Business in SWAN and the requirements on companies to do as the information is received. SE To advise Ward Cllr Sojan Joseph of Waste Bin requirements. 2) Report back to business owner on new responsibilities for producers of Vapes.

165/23 To consider and agree an extension of the Temporary Assistant to the SWAN Office.

Resolved:- Proposed EP and Seconded DM and Agreed Unanimously to extend the temporary assistant to the SWAN Office until the end of September 2023

166/23 To consider the options for the extension of the Copier lease or the renewal of the printer and scanner

Resolved:- Proposed DM Seconded NT and Agreed Unanimously to extend the copier lease and to maintain the existing device for SWAN office use.

SE to advise ASL of decision to renew lease and maintain use of existing device

167/23 To consider the Ashford Borough Council consultation on the proposed move of the Civic Centre and agree a response Cllr Campkin

Resolved:- Agreed unanimously that the move from the Civic Centre to International House had merit but further information on the financial impact would be needed to a fuller comment in times of rising costs.

168/23 Urgent Correspondence

- 1) A request from Residents on Herbert Road for assistance to provide 10 parking spaces for a Sponsored Walk for Charity Homes For Good. The walk is 18 miles which is the average distance a child is moved from their home when placed into foster care.

Resolved:- Agreed Unanimously to ask Hobbs Parker for 10 spaces for walkers in their top car park. Or if this is not successful to ask Ashford Borough Council for permission to park in Wainwright Car Park for the day of the event.

Action SE to follow up options possible.

- 2) SGN strategy meeting was at the end of September.

SE would attend and advise other members of details if they wish to attend.

169/23 Forum for Exchange

Harvest Report for the Living Workshop, 163lb / 74 kg of vegetables had been grown on the Living Workshop and sent to the foodbank for the benefit of all SWAN residents at the Salvation Army Food and Chat facility.

170/23 To agree the date of the next meeting Monday 2nd October 2023 and items for the Agenda

The date of the next meeting was Agreed for Monday 2nd October 2023.

DM proposed item _To review possibility of an A Board to be placed in Alfred Road carpark on the day of bin collections to try to mitigate congestion preventing bin lorry access.

There being no further business to discuss the Chair closed the meeting at 9:04pm

Signed Chair _____

Date _____

Appendices

Reports

Progress of the Highways Improvement Plan

Half Year Review

Electric Charing Vehicle Infrastructure

Planting and Biodiversity Working Group Recommendations

Planting Bulbs Costings report

Final Costs Railway Vintage Festival

D Day Anniversary

Waste Bins and Vapes Recycling

Copier Lease extension costings report

An update report - Highways Improvement Pack update for Council Items delegated to Planning and Highways Committee.

Recommendations

- 1. To note progress on Highways Improvement Plan with KCC.**
- 2. To agree the timeline for Highways Improvement Plan Completion and budget implications**

The initial introductory meeting was held with the KCC Communications Engagement Officer Kieran Doble on 22nd August 2023.

There has been a successful restructure of the Highways Improvement plan path and 3 streams now work within the team, 1) Communications 2) Design and Delivery 3) Implementation. With this restructure the team have been able to begin working cohesively on the objectives for Parish Councils. KCC were pleased to see the budget preparation SWANCC have committed both for the speed indicator device and public realm improvements, as well as the Street by Street analysis completed over the last term of the Council. This data needs to be submitted along with the completed Highways Improvement Plan by the Planning and Highways Committee by the end of September. Due to these factors KCC are ready to move comparatively swiftly to our previous experience of submitting a report in 2021 and it not progressing.

The process was explained and the budget considerations discussed. The aims of SWANCC for managing parking and speed in the area were reviewed.

SWANCC have been dedicated a Highways Improvement Meeting for October to review the requests and then this will be progressed by KCC.

With regard to Parking management

Crowbridge Link and Boys Hall Road

The 4 roads highlighted as priority in the Community Plan

Alfred Road Wainwright Place Turner Close and Herbert Road

The wider issues of parking on Newtown and Traffic Congestion were discussed.

This can all be met with the progress of the Highways Improvement Team provided all the issues are logged on the Highways Improvement Plan.

Costs to consider.

On review of the Highways Improvement Plan the KCC team will work with a variety of agencies and the Community Council to provide an overall scheme design – once this is considered achievable a design scheme has to be applied for.

Design Scheme for Parking Solutions costs start at £1066 for a small scheme and KCC try to combine as many areas within the one fee. Although KCC will advise the likelihood of the design scheme success and the possible costs in advance for a reality of the purchase.

Parking Solutions will need a traffic regulation order £2850, KCC try to combine as many items within one order but with the wide reach of the SWAN Parish boundary it may need a further order.

Cost of improvements for the Speed Indicator Device SWANCC would need between £8000 and £10000 I advised the officer of the budget SWANCC have earmarked within its reserves and this was very positive. They do have budget to be able to possibly supplement the costs.

Costs for the scheme of parking with possible solutions such as double yellow lines or slow or no parking are usually £5000 but this would be dependant on the size of the scheme and the number of Traffic Regulation orders required. However, this is achievable with the Public Realm Improvements Budget of SWANCC if KCC support the funding.

A full over view of the costs is needed to enable the budget plan for 2024 therefore a timeline has been suggested as follows

| | |
|---------------------------------|---|
| September 2023 | Council updated on Highways Improvement Plan communications |
| 20 th September 2023 | Planning and Highways Committee finalise the Highways Improvement Plan following the guidance given in the KCC meeting. |
| 30 th September 2023 | Submit Highways Improvement Plan to KCC |
| October 17 th 2023 | Highways Improvement Plan Officer Meeting. |

Sarah Evans

Community Council Manager

22 August 2023

South Willesborough and Newtown Community Council commenced its second term in May 2023 with an uncontested election. Completed the Annual Meeting and AGAR and Audits.

SWANCC has successfully delivered the Railway Vintage Festival and begun work on the 2023 2024 Environment Strategy Community Plan

An update of the goals agreed is detailed in the tables below.

To manage the larger goals of the Council for a Residents Parking Consultation and Highways Improvements meetings have begun with KCC for the Highways Improvement Plan which will form the footing for the Neighbourhood Plan. With regards to the Highways Improvement Plan meetings began 22nd August 2023 and will be reported to the Planning and Highways Committee to take this forward, highlighting the needs to date and the parking challenges.

With regards to the parking challenges and aspirations to investigate the management of car parks on Newtown enquiries have been sent to Ashford Borough Council over the Summer Recess and meetings will be requested for the Autumn of 2023.

The Neighbourhood Plan is an immense project and preparation for this needs to be the key focus for 2024.

To review the position of SWANCC against its goals for 2023 the below tables outline the progress to date and the Committee responsibilities over the second half of this financial year.

With regard to Electric charging points funding is being made available at Ashford Borough Council and interest has been requested and will be detailed in a further report.

Key goals for 2023 include the Longer-term aspirations

| Activity | Dependencies |
|--|---|
| IN SUPPORT OF LONGER TERM ASPIRATIONS | |
| Continue to support “Mini Holland” initiative | Support from Ashford Borough Council and Kent County Council |
| Continue Greater connectivity/cycling initiative | Agreement of - Brompton Bikes, Network Rail, KCC and Ashford Borough Council |
| Continue Neighbourhood Plan aspiration | Funding/A change in Government planning policy |
| Continue to examine the feasibility of sensor lighting in the Spinney | Funding availability |
| Achieve Wilder Kent Quality Award | Ashford Borough Council, KCC, SWAN Businesses SWAN Partners SWAN Residents |

Key goals for 2023 which are all currently in progress and stories on these items are throughout this Newsletter.

| | |
|---|--------------------|
| ONGOING ACTIVITIES | In progress |
| Employ Public Space Enhancement Officer (PSEO) | Autumn 2023 |
| Employ Litter Picker for Full Year | Completed |

| | |
|---|---|
| Continue to Facilitate Litter Picking activities and groups locally | In progress continually |
| Gas House Fields – Management of Community Allotment Gardening Club | Spring 2024 |
| Gas House Fields –Disabled Access and Parking Facilities | Autumn 2023 |
| Gas House Fields – Continue Living Workshop | In progress continually |
| Gas House Fields – Provision for plastic waste removal | Budget agreed and Allotments Committee reviewing |
| Ongoing weeding/street cleansing | Hire of PSEO Litter picker |
| Ongoing Queens Green Canopy maintenance | |
| Planting Bulbs and plants | Planting/Biodiversity Working Group |
| Grants to support environment initiatives | Funding agreed and advertised through Autumn 2023 and Spring 2024 |
| Continue “Think local-Buy Local” awareness | Ongoing through SWAN News |
| Continue – planning application consultation responses | In progress continually |

Going forward into 2024 new actions agreed to be investigated are as follows

| NEW ACTIONS 2023-24 | RESPONSIBILITY |
|---|-------------------------------------|
| Examine the case for a SWAN Climate Action Group | Council |
| Capacity building - Use SWAN communications media to encourage more volunteers to support environmental initiatives | Communications Working Cttee |
| Explore further tree cover | Planting/Biodiversity Working Group |
| Encourage lift sharing schemes | Finance & General Purposes Cttee |
| Energy saving initiatives in Council office | Finance & General Purposes Cttee |
| Support the creation of roadside wildlife reserves & wildlife friendly corridors | Planting/Biodiversity Working Group |
| Examine with others – a community composting scheme | Allotments Committee |
| Examine with others the idea of a local “repair shop” | Council |
| Examine locations and potential funding of electric charging points in the SWAN area | Planning and Highways Committee |

Report of the Community Council Manager Regarding Charging Locations for Electric Vehicles in SWAN

Purpose of report

To ask Members to consider options on Ashford Borough Council Land where ECVs could be sited.

To make Members aware of funding Ashford Borough Council have secured.

To make Members aware that actions are in place to research funding for ECVs for resident use.

Background

As part of the Environment Strategy for 2023 2023 SWANCC agreed to work to locate sites in SWAN where residents could charge Electric Vehicles and to source potential funding for this.

Ashford Borough Council announced it had been successful in securing UK Government funding for Charging Points with the aim to roll these out from April 24 to March 25 and have requested Parish Community Council to advise of possible sites which are publicly accessible locations.

It has also been advised there is further funding available for Urban Parishes for the installation and the upkeep of EVC sites from Urban parishes may be eligible for this grant [Workplace Charging Scheme: guidance for applicants - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/workplace-charging-scheme-guidance-for-applicants) However reviewing it this is for Staff or Fleet car charging not resident use.

It has been requested from the Ashford Economic Team to signpost any further funding and also costs SWANCC would need to consider for supporting this ECVI opportunity.

Initially it was considered that Hobbs Parker would be an ideal site however, it was confirmed 30th August 2023 that the land does need to be owned by Borough or Parish Councils. To give control to Ashford Borough Council to maintain and ensure facilities are available.

A request has been made to the Ashford Economic Development team to advise if KCC land can be used as this would open up further options.

The policy is being drawn together over the next quarter and this will clarify the funding criteria.

The purpose of this report is to ask Members to consider possible sites which could be considered that are publicly accessible and owned by Ashford Borough Council could be

The Car parks on Newtown which are underused (although work is in progress to address this.)

The SWAN Centre car park although this is in significant use and determination of the land ownership and KCC land use would need to be investigated

The entrance to Fairview Estate near the play park which used to host recycling facilities.

Mallards estate car park near the flats entrance

Any other ideas Members may have.

Correspondence for Members Information

ABC Announcement

Ashford Borough Council has been successful in securing it's allocation of the UK Government's Rural England Prosperity Fund (REPF) with an allocation of £593,508. The fund is linked to the UK Government's Levelling Up White Paper and aims to support interventions in the key themes of Communities and Place, Supporting Local Businesses and People & Skills. The funding is allocated for work between 1 April 2023 and 31 March 2025.

A total of £42,532 of this funding has been allocated to the rollout of EV Charging Points in rural areas for this financial year (to March 2024), with £127,595 allocated for next year (Apr '24 to Mar '25). To assist in planning this piece of work, Ashford Borough Council are looking for expressions of interest from Parish Councils who would consider the installation of one or more charging points at publicly accessible locations within their area.

If this is of interest to you, please email economicdevelopment@ashford.gov.uk or call 01233 330326 or 01233 330399, by 5pm on Friday 25th August, outlining the number and location of the EV charging points you would look to install. We only need this information at present to understand demand from Parish Councils in the first instance.

Response to enquiry for Urban Parish funding availability

Urban parishes may be eligible for this grant [Workplace Charging Scheme: guidance for applicants - GOV.UK \(www.gov.uk\)](#)

Sarah Evans
Community Council Manager
30th August 2023

Recommendations from the Planting and Biodiversity Working Group

August 2023

Following the resignation of Cllr Godden Cllr Campkin has Chaired the August 2023 Meeting

Council to agree

- 1. Chair of Working Group Cllr Campkin**
- 2. Addition of Jacky Godden as a member of the planting and biodiversity working group only as a member of the public and not appointed as Councillor.**
- 3. Planting Sites for Spring Bulbs 2023**
- 4. Costings Report from Clerk attached**

Timeline

- Planting Sites to be agreed**
- Permissions Sought**
- Costings Agreed**
- Bulbs Purchased**
- Bulbs Planted.**

Planting Sites for 2023**New Planting for 2023**

| | | |
|---|---|---|
| <u>Stirling Road Playpark</u> | <u>Plant perimeter with Pseudo Narcissi Daffodils</u> | <u>Planting perimeter so if and when play equipment is returned planting is not disturbed. To improve the empty space and give a visual impact</u> |
| <u>Beazley Court</u> | <u>Under planting hedgerow Pseudo Narcissi Daffodils</u> | <u>Request of SWANCC Litterpicker to expand planting to reduce accrual of litter</u> |
| <u>Pocket Park Canterbury Road</u> | <u>3m Snakes Head Frits and 3m Cowslips</u> | <u>Wet area and suitable planting.</u> |
| <u>Note on Cowslips</u> | <u>To buy plug plants to create a an instant display and this is a native species to South Willesborough and these will spread and create a naturalising of a local species.</u> | |
| <u>Mallards</u> | <u>7 trees to plant bulbs around the Tree area Pseudo Narcissi Daffodils</u> | <u>New Planting and improvement</u> |
| <u>Newtown Green</u> | <u>Bluebells and Snowdrops under trees to right of Green</u> | <u>To expand the planting season</u> |

Maintenance and Improvement

| Raised Beds | Bulbs |
|---------------------------------|--------------|
| Wainwright Place Entrance | 180 |
| Wainwright Place Bed 1m or more | 60 |
| Alfred Road | 60 |
| Albion Place | 60 |
| Royds Road | 60 |
| | |

Minutes of Meeting 31st August 2023**Update on requested actions June 2023.**

Samuel Peto Way is part of Town and Country Housing mixed maintenance responsibilities are mixed therefore the roads are not noted as adopted.

The Spinney -recommendations agreed in June 2023 have been sent to Ashford Borough Council Aspire awaiting feedback.

Bulb Planting**Budget agreed for Bulbs October 2023 £750****Aims of planting :- How many people use this area and what will be resident impact for the best look and feel of the area?****Timeline**

Consider options as a Working Group

Review Costings

SWANCC Council Meeting to consider

Ashford Borough Council Permissions

Order Stock

Planting

Planting Actions**New Planting for 2023**

| | | |
|---|---|---|
| <u>Stirling Road Playpark</u> | <u>Plant perimeter with Pseudo Narcissi Daffodils</u> | <u>Planting perimeter so if and when play equipment if returned planting is not disturbed. To improve the empty space and give a visual impact</u> |
| <u>Beazley Court</u> | <u>Under planting hedgerow Pseudo Narcissi Daffodils</u> | <u>Request of SWANCC Litterpicker to expand planting to reduce accrual of litter</u> |
| <u>Pocket Park Canterbury Road</u> | <u>3m Snakes Head Frits and 3m Cowslips</u> | <u>Wet area and suitable planting.</u> |
| <u>Note on Cowslips</u> | <u>To buy plug plants to create a an instant display and this is a native species to South Willesborough and these will spread and create a naturalising of a local species.</u> | |
| <u>Mallards</u> | <u>7 trees to plant bulbs around the Tree area Pseudo Narcissi Daffodils</u> | <u>New Planting and improvement</u> |
| <u>Newtown Green</u> | <u>Bluebells and Snowdrops under trees to right of Green</u> | <u>To expand the planting season</u> |

Maintenance and Improvement

| Raised Beds | Bulbs |
|---------------------------------|--------------|
| Wainwright Place Entrance | 180 |
| Wainwright Place Bed 1m or more | 60 |
| Alfred Road | 60 |
| Albion Place | 60 |
| Royds Road | 60 |
| | |

Planting bulbs on Riverbank Way was considered but investigations advise this is KCC land the timeline for permissions would be unlikely to be received for planting in Autumn 2023.

Outstanding Items from recommendations from Planting and Biodiversity Working Group**Next meeting of Planting and Biodiversity Working Group**

To tidy the copse at the back of the play park to clarify area and requirements

To leave no mow around the moat Aspire meeting 22 said they don't tend this area.

It is an area that is protected and has historical value and is signed at the location.

Costings Report for Planting and Biodiversity Working Group

Budget agreed for Spring Bulbs - Planting October 2022 was £750

Following the recommendations from the Planting and Biodiversity Working Group the following costings have been produced should the Council agree the recommendations.

Recommendations

- 4) Boston Bulbs £689.50+£5.99 delivery
- 5) Naturescape £49.50+£5.99 delivery
- 6) Total Cost £750.98 against Budget of £750.00

Procurement Policy Comparison of 3 Suppliers for Spring Bulbs

| Bulbs/Plants | Quantity | Supplier 1 | | Supplier 2 | | Supplier 3 | |
|----------------------------------|-------------|---------------------|--------------|------------------------|--------------|----------------------|------|
| | | Boston Bulbs | | Thompson Morgan | | Farmer Gracie | |
| Pseudo Narcissi Lobularis | 3000 | £495 | in stock | - | not supplied | - | not |
| Bluebells | 500 | £82.5 | in stock | £199.95 | in stock | - | no |
| Snakehead Frit. | 250 | £28 | in stock | £43.98 | in stock | £17.1 | in s |
| Snowdrops | 500 | £84 | in stock | £108.97 | in stock | £125 | in s |
| Cowslips Plug Plants | 50 | - | not supplied | - | not supplied | - | not |
| | | £689.50 | | | | | |
| | | Delivery | £5.99 | Delivery | none | Delivery | n/a |

Recommendation 1

Boston Bulbs £689.50+£5.99 delivery

Procurement Policy Comparison of 3 Suppliers for Plug Plants

| Plants | Quantity | Supplier 1 | | Supplier 2 | | Supplier 3 | |
|-----------------------|-----------|---------------------|----------|--------------------|----------|-------------------------|----------|
| | | Meadow Mania | | Naturescape | | Wildflower.co.uk | |
| Cowslips Plugs | 50 | £80.41 | in stock | £49.50 | in stock | £140.00 | in stock |
| | | Delivery | £5.98 | Delivery | £5.99 | Delivery | £4.99 |

Recommendation 2

Naturescape £49.50+£5.99 delivery

Total Cost £750.98 against Budget of £750.00

Sarah Evans

Community Council Manager

1st September 2023

South Willlesborough and Newtown Community Council

A Report of the Community Council Manager on the finalised costings of the

Railway Vintage Festival Event.

Background

Agenda Item 134/23 July brought the costs to date to Council for the Railway Event. All the invoices have now been received and the VAT finalised.

The final costs are as below. The additional costs prior to previous report are highlighted in Bold for clarity, the VAT figures have been completed and updated.

The income for Stallholders is reduced from £300 to £210 a difference of £90, as Council agreed to waive the costs for 3 stalls as part of its Charitable focus for the event. The grant monitoring for the KCC grant and ABC Event reset grant have been submitted and will complete the income reported.

| Railway Costs | Net | VAT | Gross | Offset net | |
|--------------------------|---------------|-------------|---------------|---------------|---------------------------|
| Insurance | 476.76 | 0.00 | 476.76 | 0.00 | |
| Security | 782.37 | 156.47 | 938.84 | 0.00 | AKON |
| First Aid | 970.00 | 194.00 | 1,164.00 | 0.00 | Protectivity |
| Toilets | 425.00 | 85.00 | 510.00 | 0.00 | Four Jays |
| Stage | 1,500.00 | 300.00 | 1,800.00 | 0.00 | Warehouse Light and Sound |
| Stage Services | 1,000.00 | 0.00 | 1,000.00 | | Roger Crouch |
| Drone Services | 225.00 | 0.00 | 225.00 | 0.00 | Roger Crouch |
| Tables | 81.60 | 0.00 | 81.60 | 0.00 | Dallas |
| Additional Tables | 13.90 | 0.00 | 13.90 | 13.90 | Dallas |
| Trestle Tables | 9.00 | 0.00 | 9.00 | 9.00 | Dallas |
| Chairs | 255.00 | 0.00 | 255.00 | 0.00 | Dallas |
| Gazebos | 315.00 | 0.00 | 315.00 | 105.00 | Dallas |
| Gazebos | 105.00 | 0.00 | 105.00 | 105.00 | Dallas |
| Festoon Poles | 60.00 | 0.00 | 60.00 | 0.00 | Dallas |
| Punch and Judy | 400.00 | 0.00 | 400.00 | 0.00 | D Wilde |
| Transients | 300.00 | 0.00 | 300.00 | 0.00 | |
| Gypsy John | 450.00 | 0.00 | 450.00 | 0.00 | |
| My Charleston | 600.00 | 0.00 | 600.00 | 0.00 | |
| The Silhouettes | 750.00 | 0.00 | 750.00 | 0.00 | |
| Meyer Dancers | 680.00 | 0.00 | 680.00 | 0.00 | |
| Land Train | 750.00 | 150.00 | 900.00 | 0.00 | 22/23 paid |
| Bouncy Castle | 572.90 | 0.00 | 572.90 | 0.00 | BJ Sterling |
| Circus Workshop | 350.00 | 0.00 | 350.00 | 0.00 | Kinetic |
| All Weather | 199.85 | 39.97 | 239.82 | 0.00 | |
| Carlie | 250.00 | 0.00 | 250.00 | 0.00 | Roger Crouch |
| Andy Light | 100.00 | 0.00 | 100.00 | 0.00 | Roger Crouch |
| Cake | 285.00 | 0.00 | 285.00 | 285.00 | Pickle Lilys |
| Speedy Services | 244.40 | 49.29 | 293.69 | 0.00 | SE |

| | | | | | |
|------------------------------|------------------|-----------------|------------------|---------------|---------------------|
| Camera Memory cards | 65.99 | 0.00 | 65.99 | 0.00 | Simply Snaps |
| Hire a Camera | 89.00 | 17.80 | 106.80 | 0.00 | SE |
| Roger | 1,000.00 | 0.00 | 1,000.00 | 0.00 | Roger Crouch |
| Sundries | 159.59 | 23.52 | 183.11 | 11.66 | SE |
| Tree plaques | 110.00 | 0.00 | 110.00 | 127.29 | awaiting VAT |
| Litter picking | 96.00 | 0.00 | 96.00 | 120.00 | Wages |
| Diesel Generator AIB | 120.00 | 0.00 | 120.00 | 0.00 | BJ Sterling |
| Roger fee | 750.00 | 0.00 | 750.00 | 0.00 | Roger Crouch |
| Kent Hire Barriers | 26.88 | 5.38 | 32.26 | 0.00 | Kent Hire |
| Kent Hire Barriers | 80.00 | 16.00 | 96.00 | 0.00 | Kent Hire |
| Sundries S Heathfield | 116.42 | 31.64 | 148.06 | 12.29 | S Heathfield |
| Total | 14,764.66 | 1,069.07 | 15,833.73 | 789.14 | |

14,764.66 NET COST

7,960.00 INCOME this is reduced by £90 as Council agreed to waive the cost for certain stalls within its charity focus.

6,804.66 COST TO SWANCC

631.9 OFFSET cake, cake boxes, tree plaques, litter picking, 1 gazebo, add+ tables, sundries,

6,172.76 FINAL COST

750.00 LAND TRAIN PAID 22/23

5,422.76 NET COST 23/24

Breakdown of

| Sundries | Net | VAT | Gross |
|------------------------|---------------|--------------|---------------|
| Sundries | | | |
| Diesel | 38.33 | 7.67 | 46.00 |
| Paper | 3.00 | 0.00 | 3.00 |
| pegs wipes soap | 12.50 | 0.00 | 12.50 |
| toilet cleaning | 12.50 | 0.00 | 12.50 |
| Platform Battens | 27.35 | 5.47 | 32.82 |
| stationary | 16.25 | 3.25 | 19.50 |
| SH | 109.93 | 16.39 | 126.32 |
| Spray Paint additional | 15.76 | 3.14 | 18.90 |
| cable ties and gloves | 14.91 | 2.99 | 17.90 |
| cake boxes | 11.66 | 2.33 | 13.99 |
| cable ties and gloves | 5.00 | 1.00 | 6.00 |
| SE | 49.66 | 7.13 | 56.79 |
| TOTAL | 159.59 | 23.52 | 183.11 |

Offset

| | |
|---------|------------|
| £105.00 | gazebo |
| £96.00 | litter |
| £110.00 | trees |
| £13.90 | cake boxes |
| £9.00 | sundries |
| £13.00 | sundries |

£285.00 cake boxes
£631.90

Sarah Evans

Community Council Manager

August 2023.

South Willesborough and Newtown Community Council

The Beacon Lighting ceremony is scheduled for 6th June 2024. Involvement is to be registered by 30th May 2024. Beacons must be ordered by 3rd May 2024.

It is to mark the 80th anniversary of the largest naval, air and land operation in History. D Day. It is to be a light of peace.

Recommendations

See Page 2.

Background

1. The Beacon is to be lit at 9:15pm as part of the Nations' tribute with the lighting of the Local Beacon being suggested to be lit by the Chair of the Local Council.

The International 80th Anniversary D Day Beacon will be lit at Normandy at 8:15pm British Summertime at the British Normandy Memorial overlooking Gold Beach, with other Beacons located on Utah, Omaha Juno and Sword beaches being lit at 8:30pm. This will then be followed by Principal United Kingdom, Channel Islands and Isle of Man Beacon at Portsmouth England at 9:15pm BST. As the Beacons are lit, all communities in France and the UK are asked to stop what they are doing and undertake the International Tribute with the formal speech. Which is requested to be made by either Lord Mayor, Mayor, Parish Clerk - or a lead figure of the Community.

A gas fuelled beacon package has been created for participating community with a commemorative top and special anniversary plaque. The Beacon will burn for approximately 1 hour using 2 x 13litre standard propane gas cylinders. The Beacon is inherently stable however should be anchored with sand bags for stability.

The package is £549 +vat including carriage within the UK mainland. It can be stored away for future use and can be seen for long distance once lit. It is easily collapsible. Further costs would be the propane gas cylinders and lighting sticks, these would need to be purchased.

In addition

2. A poem is requested to be read in the Schools at 11am called D Day Heros. Written by Chelsea Pensioner and Herald Roy Palmer.
3. Local pubs and schools are requested to serve Fish and Chips

It is also to be National Fish and Chip day, which is being moved from its' traditional Friday slot to Thursday 6th June 2024 in support of the D Day celebrations. It is requested that local pubs and schools are asked to serve this on their menus on this day.

Fish and Chips was considered so key to maintaining the morale of the nation that fish was never rationed. Potatoes were a key produce and part of the Dig for Victory campaign. It is clear that this has also been reflected in the decision for Fish and Chips Day to be reflected in tributes on this anniversary for D Day.

3. Charitable Focus

5 charities have been selected

The Royal Naval Association, ABF the Soldiers Charity, RAF Benevolent Fund, the Merchant Navy Association and The Normandy Memorial Trust.

Members could agree to donate to a UK National Charity from the 2024 Donations Budget in honour of this Anniversary of up to £100. It must be a UK charity. The donation budget is £100.

Recommendations

Reviewing the requirements for this significant anniversary it is recommended that

The Beacon is lit at Gas House Fields Allotments, fitting for the Dig For Victory Tribute.

It is a central location and easily accessible on foot or by wheelchair

It is fully insured for this small-scale event

The Beacon package is purchased with additional costs for gas cylinders and lighting sticks.

The Chair Lights it and the Tribute is given

A letter is sent to the School requesting the poem is written and fish and chips are on the school menu.

A letter is sent to both local pubs requesting fish and chips on the menu.

An exhibition board is made available at a central location with the wide briefing content of the D Day commemorations

This is communicated in upcoming newsletters and a flyer is sent to all residents the week of the Tribute to remind of the Beacon lighting.

Sarah Evans

Community Council Manager

29th August 2023

South Willesborough and Newtown Community Council

Report of the Community Council Manager regarding the addition of Litter, Dog Waste Bins in South Willesborough and recycling options for VAPES

Recommendations

- To request Ward Cllrs to assist with requesting Ashford Borough Council for the input of further dog waste bins at both locations.
- Should this be declined to consider costs and provision of service by SWANCC.
- To feedback the communications on the classification of vapes and their recycling by the producers to the Business in SWAN and the requirements on companies to do as the information is received.

Background

1. SWANCC have received 2 requests for further dog waste bins in South Willesborough. Residents have requested further dog waste bins on Frog Orchard
2. Ashford Cattle Market have requested dog waste bins on the Public Right of Way footpath leading from Riverbank Way towards Bridgefield and Park Farm. As dog walkers are leaving dog waste bags on the footpath and this is creating litter and nuisance.
3. Business Owner in South Willesborough has requested if a VAPE recycling option could be provided adjacent to East Stour Primary School.

“Sarah,

As the owners of the land to the south of Riverside Way, with land either side of the footpath that runs through to the Bridgefield estate we are very much aware of the activities of an ever increasing dog walking community.

In particular, we have a problem with dog mess that whilst collected in a plastic bag is then left path side, and often thrown into our fields, as there is no bin provided at the start/end of the path, by the bridge.

Would it be possible to provide a waste bin at this point to encourage dog owners to be more responsible?

Hoping to hear positive news!

Regards

Peter Kingwill

Ashford Cattle Market Company”

Responsibility initially lies with Ashford Borough Council and it is recommended to request this from the Ward Cllr for the area. Ashford Borough Council have made moves to have dual purpose bins for

litter and dog waste which would be very beneficial in both these locations. Should Ashford Borough Council decline the request SWANCC does have powers to create the provision of receptacles under the Litter Act 1983 Ss 5 & 6 and then request the Borough Authority to empty them This could be investigated within its Area Enhancement Budget subject to costs.

With regard to disposable vapes these can be recycled by taking to the local recycling and waste facility, however it is important they are recycled correctly as fires can be caused by them. The Senior Climate Action Officer at Ashford Borough Council advises that the classification on Vapes is being reviewed in October and will be putting the disposal and recycling of vapes back to the producers. Therefore it is advised to wait for this information to be distributed and advise the local business in due of the requirements in place.

This is a tricky one at the moment as the classification of Vapes by the government is going to be changing in October which will then take the onus of disposal and recycling back to the producers. At the moment disposal of vapes has to be funded by a disposal company (REPIC or BIFFA) and it cost around 80p per vape to be recycled due to the technical nature of them having to be physically taken apart so as you can imagine it is not something disposal companies want to fund due to the high costs and little return involved. This might change come October, so I would advise to wait and see what happens as one of the national vape retailers might start a recycling scheme they could join.

In the meantime they do however need to be disposed of at the HWRC in the correct way as they are the main cause of bin lorry fires at the moment due to the lithium battery in them being crushed.

Happy to talk more on Metal recycling in general as EMR offer community schemes and we have the material focus small electrical recycling campaign starting soon

Hope this helps

Claire

Claire Norman BSc Hons, DipTeaching

Senior Climate Action Officer

Recommendations

To request Ward Cllrs to assist with requesting Ashford Borough Council for the input of further dog waste bins at both locations.

Should this be declined to consider costs and provision of service by SWANCC.

To feedback the communications on the classification of vapes and their recycling by the producers to the Business in SWAN and the requirements on companies to do as the information is received.

Sarah Evans

Community Council Manager

18th August 2023

Report of the Community Council Manager regarding Copier Lease Renewal Options

Recommendation

- That the lease is renewed for the current device as it is fully functioning and fitted and there is no need to replace it or waste the product. The renewal for the device is cost effective and avoids coming increases and the printing cost benefit of a new machine is negligible.

Background

The renewal for the SWAN Office Printer is due in 6 months however, ASL have advised the prices for the printer lease will increase across the board from October, therefore renewal options have been obtained this month to keep the best possible prices.

The Current Printer had a new control panel fitted in July and is fully functioning and fit for purpose.

The drivers have been updated for both machines and the scanner to the main machine.

It is the recommendation of this report that the lease is renewed for the current device as it is fully functioning and fitted and there is no need to replace it or waste the product. The renewal for the device is cost effective and avoids coming increases and the printing cost benefit of a new machine is negligible.

| | Lease | Mono | Colour | |
|-------------------------------|---------------|---------------|--------------|-----------------|
| Current device | 165.77 | 5.0562 | 67.66 | 238.4862 |
| Current device renewal | 157.69 | 5.0562 | 67.66 | 230.4062 |
| Option B | 194.68 | 2.385 | 33.3 | 230.365 |
| Option C | 223.34 | 2.385 | 39.96 | 265.685 |

Current Agreement

Refurbished Ricoh MPC3004, average TOTAL expenditure (lease rental and service) = £165.77 per quarter

Based on lease at £93.07 per quarter

Average usage if 795 mono pages at 0.636 of penny & 1332 colour pages at 5.08p per page

Option A) To renew with current machine for new 42months term as previous. Although the lease rates have increased over last 24months and look likely to again from October I have managed to secure a) the best possible.

The New Lease agreement would be £84.99 per quarter, and ASL would continue with renewed service agreement as per current terms.

Renewal Total - £157.69 per quarter

This would supersede and replace the existing agreement cancelling the last rental

Option B)

*New Epson A£ WFC879rdtwfc, New average TOTAL (lease rental and service) = £194.68 per quarter

Based on lease at £159 per quarter,

Average usage if 795 mono pages at 0.3 of penny & 1332 colour pages at 2.5p per page

Agreement is based on 5yrs term

This would supersede and replace the existing agreement cancelling the last rental

Option C)

New Ricoh A3 IMC3000, New average TOTAL (lease rental and service) = £223.34 per quarter

Based on lease at £180 per quarter,

Average usage if 795 mono pages at 0.3 of penny & 1332 colour pages at 3p per page

Agreement is based on 5yrs term

This would supersede and replace the existing agreement cancelling the last rental

Sarah Evans

Community Council Manager

15th August 2023