

TONBRIDGE & MALLING BOROUGH COUNCIL



EXECUTIVE SERVICES

Interim Chief Executive
Adrian Stanfield LL.B (Hons)

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NB - This agenda contains proposals, recommendations and options. These do not represent Council policy or decisions until they have received proper consideration through the full decision making process.

Contact: Democratic Services
committee.services@tmbc.gov.uk

10 May 2024

To: MEMBERS OF THE TONBRIDGE COMMUNITY FORUM
(Copies to all Members of the Council)

Dear Sir/Madam

Your attendance is requested at a meeting of the Tonbridge Community Forum to be held in the Riverside Lounge, Angel Centre on Monday, 20th May, 2024 commencing at 7.30 pm

Yours faithfully

ADRIAN STANFIELD

Interim Chief Executive

A G E N D A

1. Guidance on the Conduct of Meetings 5 - 6
2. Appointment of Chair and Vice Chairs

To confirm Borough Council appointments and to seek nominations for a vice-chairman from the community groups.
3. Apologies for absence

4. Notification of Substitute Members

Substitute members to be appointed at Annual Council

5. Minutes

7 - 12

To confirm as a correct record the Minutes of the meeting of Tonbridge Community Forum held on 26 February 2024.

6. Update on any action identified in the last Minutes

7. Kent Police Update

Kent Police are invited to provide an update on neighbouring policing and recent initiatives and operations.

Please note that attendance is subject operational pressures.

Matters raised in Advance of the meeting

Details of the matter to be raised should be provided in writing or by email to committee.services@tmbc.gov.uk at least 10 working days before the meeting. This is so that a response can be provided on the evening of the meeting. Only one question may be submitted by an organisation due to the time limitations.

8. Bus to Bluewater

Requested by Tonbridge U3A.

9. Replacement bus shelter in Tonbridge High Street

An update was requested by Tonbridge U3A on the replacement bus shelter in Tonbridge High Street.

10. Tonbridge Town Council Petition

To receive a presentation on the Town Council petition by Councillor Anna Cope.

11. Town Centre Redevelopment

Members are asked to discuss whether to have Town Centre Redevelopment as a standing item on future agendas. The item will be introduced by the Vice-Chair representing the community groups.

12. Promotion of Upcoming Events

Opportunity to advise of future events in and around Tonbridge.

13. Any Other Business

To consider any other issues raised at the meeting. Any answers, actions and/or outcomes may be provided at the next meeting of the Tonbridge Community Forum.

DISTRIBUTION

Borough Council Representatives:

To be appointed at Annual Council.

Members of the Forum:

Mr M Hood (County Councillor)
Mr P Stepto (County Councillor)

Friends of Mill Stream (2nd Vice-Chair)
Angel Indoor Bowls Club
EMBER Community Interest Group
Feast
Rotary Club of Tonbridge
Tonbridge and Malling Seniors
Tonbridge Bicycle Users Group
Tonbridge Civic Society
Tonbridge Dementia Friendly Community
Tonbridge District Scout Council
Tonbridge Historical Society
Tonbridge Lions Club
Tonbridge Line Commuters
Tonbridge Parish Church
Tonbridge Sports Association
Tonbridge Town Team
Tonbridge U3A

GUIDANCE ON HOW MEETINGS WILL BE CONDUCTED

- (1) The majority of meetings of the Borough Council will be livestreamed to YouTube here, unless there is exempt or confidential business be discussed:
<https://www.youtube.com/channel/UCPp-IJISNgoF-ugSzxjAPfw/featured>
- (2) There are no fire drills planned during the time a meeting is being held. For the benefit of those in the meeting room, the fire alarm is a long continuous bell and the exits are via the doors used to enter the room. An officer on site will lead any evacuation.
- (3) Should you need this agenda or any of the reports in a different format, or have any other queries concerning the meeting, please contact Democratic Services on committee.services@tmbc.gov.uk in the first instance.

Attendance:

- Meetings of the Forum will alternate between 'in person' or online meetings. Please check the agenda as this will set out the meeting venue.
- Members of the Forum should attend in person wherever possible those meetings that are to be held in person.
- Members of the Forum should participate via MS Teams for those meetings that are to be held online. Appointments and joining instructions will be circulated on the day of the meeting.

For meetings held online, before formal proceedings start there will be a sound check of Members/Officers. This is to ensure that those participating can see and hear everyone and confirms attendance.

Ground Rules:

The meeting will operate under the following ground rules:

- Members in the room should indicate to speak in the usual way and use the microphone passed to them.

- If there any technical issues the meeting will be adjourned to try and rectify them. If this is not possible there are a number of options that can be taken to enable the meeting to continue. These will be explained if it becomes necessary.

For those Members participating online:

- please request to speak using the 'chat or hand raised function';
- please turn off cameras and microphones when not speaking;
- please do not use the 'chat function' for other matters as comments can be seen by all;
- Members may wish to blur the background on their camera using the facility on Microsoft teams.
- Please avoid distractions and general chat if not addressing the meeting
- Please remember to turn off or silence mobile phones

TONBRIDGE AND MALLING BOROUGH COUNCIL

TONBRIDGE COMMUNITY FORUM

MINUTES

Monday, 26th February, 2024

Present: Cllr G B Hines (Chair), Cllr D W King (Vice-Chair), Cllr L Athwal, Cllr G C Bridge, Cllr J Clokey, Cllr A Cope, Cllr F A Hoskins, Cllr A Mehmet, Cllr R W G Oliver, Cllr B A Parry, Cllr M R Rhodes, Cllr K S Tunstall and County Cllr M Hood

Together with representatives from:

- Angel Indoor Bowls Club
- Feast
- Tonbridge Bicycle Users Group
- Tonbridge Civic Society
- Tonbridge Line Commuters
- Tonbridge Lions Club
- Tonbridge Sports Association
- Tonbridge U3A

Apologies for absence were received from Councillor K Barton, Friends of Mill Stream, Rotary Club of Tonbridge and Tonbridge Parish Church.

TCF 24/1 NOTIFICATION OF SUBSTITUTE MEMBERS

There were no substitute members for this meeting.

TCF 24/2 MINUTES

RESOLVED: That the Minutes of the meeting held on 27 November 2023 be approved as a correct record and signed by the Chairman.

TCF 24/3 UPDATE ON ANY ACTION IDENTIFIED IN THE LAST MINUTES

Minute Number TCF 23/31 (meeting held on 27 November 2023) - Update on the bus stop outside Café Nero

Members were informed that the replacement bus shelter at the bus stop outside of Café Nero on Tonbridge High Street would be installed on 24 March 2024.

TCF 24/4 KENT POLICE UPDATE

Members received a verbal update from Kent Police on neighbouring policing and recent initiatives and operations. Good progress continued to be made in recruitment and the plan was for the full quota to be reached by September 2024.

There was currently motorcycle nuisance in the town and surrounding rural areas and a concentration of organised retail thefts in Tonbridge. There had been vehicle speed concerns on Old Hadlow Road and antisocial behaviour and littering in Hadlow.

TCF 24/5 PRESENTATION ON ELECTIONS

The Head of Electoral Services provided an overview on the Tanche 2 changes arising from the Election Bill and summarised details in respect of changes to overseas electors, postal vote handling and EU citizens.

TCF 24/6 REVIEW OF THE TONBRIDGE COMMUNITY FORUM

Members were requested to give consideration to whether the Cabinet and/or the Overview and Scrutiny Committee should be requested to undertake a review of the Tonbridge Community Forum in order to make the meetings more relevant and accessible in the community.

During discussion, views were sought on the frequency of meetings, venue and means, whether in person or virtually. It was felt that the frequency of meetings should be increased to bi-monthly to allow the Forum to address live issues in a timely manner, particularly during a time of potential development change in the Town Centre. Members indicated their preference for in person meetings, whilst recognising that there were cost implications. It was suggested that church halls provided a cost effective option as a meeting venue.

Consideration was given to the current membership groups and agreed that they were properly constituted and met the criteria for the Forum.

TCF 24/7 SECTION 106 DEVELOPER CONTRIBUTIONS

The Director of Planning, Housing and Environmental Health provided an explanation of the key aspects of Section 106 developer contributions and the legal obligations entered into to mitigate the impacts of a development proposal.

Reference was made to the use of Section 106 funding to pay for the infrastructure needed to support new developments, the role of parishes and community groups and the Council's requirement to publish an annual Infrastructure Funding Statement (IFS), reporting on Section 106 income and expenditure.

During discussion, it was explained that local planning authorities were expected to use all of the funding received by way of Section 106 contributions in order to make developments acceptable in planning terms and that the agreements included an expiry date which limited the amount of time available to spend the funding and that these expiry dates were reviewed on a regular basis.

TCF 24/8 REQUEST FOR MEMBERSHIP

Following a request for Barden Residents Group and West Kent British Asian Association to be appointed to the Tonbridge Community Forum, it was agreed that representatives from each be invited to attend the next meeting of the Forum to provide a presentation on their respective organisation.

TCF 24/9 ANGEL CENTRE

The Leader provided an update on the Angel Centre, during which he advised that in January 2024, Cabinet had agreed in principle, that the Angel Centre be demolished and replacement leisure and community facilities be provided in Tonbridge and, in principle, all options be kept on the table for the future location and nature of such replacement leisure and community facilities within Tonbridge. The Council was currently undertaking a review of assets in the Town Centre and the Forum would receive an update when the work had been completed.

TCF 24/10 GRAFFITI IN AND AROUND THE TOWN CENTRE

The Head of Customer Services, Licensing and CSU provided an update on graffiti in and around the Town Centre, during which Members were encouraged to respond to the consultation on graffiti which was open until 29 February 2024, the results of which would be reported back to an appropriate Council meeting for discussion/consideration.

The services of the Community Payback scheme had been secured by the Council to help remove graffiti from private owned premises. Furthermore, funding had been secured to purchase graffiti removal kits, to be kept at Tonbridge Castle for Councillors to access if they wished.

The Council received a low number of reports of graffiti, with six reports of graffiti in the town having been received this year, three of which were on private structures. Tagging was the main issue and the Council worked with the Police to catch/identify the offenders and continued to work to remove the graffiti and carry out preventative work with young people, through the Police and other agencies.

Members were encouraged to report instances of graffiti on the Council's website - [Report a graffiti incident – Tonbridge and Malling Borough Council \(tmbc.gov.uk\)](https://www.tonbridgeandmalling.gov.uk/report-graffiti).

TCF 24/11 ILLUMINATE

The Head of Customer Services, Licensing and CSU reported on the success of the Christmas event at Tonbridge Castle held in 2023.

Members were provided the opportunity to give feedback during which concern was raised regarding the accessibility of the event, the negative impact on local residents, inadequate signage and parking provision in particular around residential areas and lack of clarity regarding the opening times of stalls outside of the Castle grounds.

During discussion, Members welcomed the event being held in Tonbridge and suggested that the market be extended to Cannon Lawn or moved to Baron Walk.

TCF 24/12 PROMOTION OF UPCOMING EVENTS

Members were advised that consideration had been given to the creation of an events calendar on the Council's website. Following discussions with the Council's Communications Team, it was accepted that the suggestion would not be viable, however, the profile of the forum would be raised through the Council's social media.

Members noted the forthcoming events to be held in Tonbridge and the surrounding area:

(1) Mass Bicycle Ride

Members were informed that the next mass bicycle ride would be held on the 20 April 2024 and further details would be published on social media in due course.

(2) Free PSA Testing

Members were informed that PCaSO Prostrate Cancer Support Organisation, supported by Tonbridge Lions Club would be providing free PSA screening on 18 May 2024 at the Angel Centre, for men aged 40-80 years. Testing would be by appointment only at www.pcsaso.mypsatests.org.uk.

(3) Tonbridge Lions Community Fete

Members were informed that the Tonbridge Lions Community Fete and 'Parade of Superheroes' would be held on at Tonbridge Castle on 9 June 2024, 12pm – 4pm.

TCF 24/13 ANY OTHER BUSINESS

There was no other business.

The meeting ended at 9.11 pm

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