

TONBRIDGE AND MALLING BOROUGH COUNCIL

COMMUNITIES AND HOUSING ADVISORY BOARD

Monday, 12th November, 2018

Present: Cllr M R Rhodes (Chairman), Cllr Miss G E Thomas (Vice-Chairman), Cllr Mrs J A Anderson, Cllr V M C Branson, Cllr Mrs B A Brown, Cllr D J Cure, Cllr D Keeley, Cllr Mrs S L Luck, Cllr Mrs A S Oakley, Cllr L J O'Toole and Cllr M Parry-Waller

Councillors O C Baldock, Mrs P A Bates, Mrs M F Heslop, N J Heslop, B J Luker and P J Montague were also present pursuant to Council Procedure Rule No 15.21.

Mr A Nicholl (Tonbridge Sports Association) and Mr M Guyton (Tonbridge and Malling Leisure Trust) were also present

Apologies for absence were received from Councillors Mrs S M Barker, Mrs S Bell, R W Dalton and S M Hammond

PART 1 - PUBLIC

CH 18/23 DECLARATIONS OF INTEREST

There were no declarations of interest made in accordance with the Code of Conduct. However, in the interest of transparency, Councillor N Heslop advised that he was a member of the Board of the Bridge Trust.

CH 18/24 MINUTES

RESOLVED: That the notes of the meeting of the Communities and Housing Advisory Board held on 16 July 2018 be approved as a correct record and signed by the Chairman.

CH 18/25 PRESENTATION BY MARTIN GUYTON, CHIEF EXECUTIVE OF TONBRIDGE AND MALLING LEISURE TRUST

The Trust's Chief Executive, Martin Guyton, presented a review of the last year and answered questions on a range of performance issues.

MATTERS FOR RECOMMENDATION TO THE CABINET

CH 18/26 REVIEW OF CEMETERY CHARGES 2019/20

The joint report of the Director of Street Scene, Leisure and Technical Services and the Director of Finance and Transformation outlined the proposed charges for 2019/20 with regard to Tonbridge Cemetery.

RECOMMENDED: That the proposed charges for Tonbridge Cemetery, as detailed at Annex 2 to the report, be agreed and implemented with effect from 1 April 2019. ◀

***Referred to Cabinet**

CH 18/27 EXTENSION OF GROUNDS MAINTENANCE CONTRACT

The report of the Director of Street Scene, Leisure and Technical Services brought forward a proposal to extend the Council's current Grounds Maintenance Contract for a further five year period from 31 December 2019.

RECOMMENDED: That the Council's current Grounds Maintenance Contract with Landscape Services Limited be extended for a further five years from 31 December 2019 in accordance with the Conditions of Contract. ◀

***Referred to Cabinet**

CH 18/28 REVIEW OF HOUSES IN MULTIPLE OCCUPATION AND CARAVAN SITE LICENSING FEES FOR 2019/20

The report of the Director of Central Services provided an update on the existing fees charged to license a house in multiple occupation or caravan site and outlined the proposed charge to be applied following a review of the administrative costs of processing applications for Houses in Multiple Occupation (HMOs) and for residential mobile (park) home sites.

RECOMMENDED: That the charges for the following be agreed with effect from 1 April 2019: ◀

- (1) £524 for a new mandatory HMO licence application;
- (2) £483 for the renewal of a mandatory HMO licence application;
- (3) £380 for a new caravan site licence where the use of the site is for permanent residential use; and
- (4) £180 for the transfer of a caravan site licence for a permanent residential use site.

***Referred to Cabinet**

CH 18/29 PRIVATE SECTOR HOUSING STOCK CONDITION MODELLING EXERCISE

Decision Notice D180068MEM

The report of the Director of Central Services outlined the Council's approach to undertaking a private sector housing stock modelling exercise to update the current stock condition and inform future policies and targeting of housing resources and services.

The cost of the modelling exercise was contained in a report in the private part of the agenda since it contained exempt information (LGA Sch 12A Paragraph 3 – Financial or business affairs of any particular person).

RECOMMENDED: That

- (1) the cost of undertaking the housing stock modelling exercise, as set out in the Part 2 exempt information report, be agreed and be funded from the Housing Survey Reserve; and
- (2) the instruction to the Building Research Establishment (BRE) to undertake a housing stock modelling exercise and develop an authority wide integrated house condition and energy base be approved.

CH 18/30 CAPITAL PLAN PROJECTS

Decision Notice D180069MEM

The report of the Director of Street Scene, Leisure and Technical Services gave details of progress with key projects included in the Council's Capital Plan and brought forward four post implementation reviews for consideration and approval.

RECOMMENDED: That

- (1) the updates on the current schemes within the Capital Plan, as shown at Annex 1 to the report, be noted;
- (2) the post implementation review for Haysden Country Park Extension Play Area, as shown at Annex 2 to the report, be approved;
- (3) the post implementation review for Haysden Country Park Site Improvements, as shown at Annex 3 to the report, be approved;
- (4) the post implementation review for Larkfield Leisure Centre Pool Disinfection, as shown at Annex 4 to the report, be approved; and

- (5) the post implementation review for Public Open Space Site Improvements, as shown at Annex 5 to the report, be approved.

CH 18/31 COMMUNITY FAIR UPDATE

Decision Notice D180070MEM

The report of the Chief Executive provided an update on the recent Community Fair held in Tonbridge and sought approval to hold a similar event in 2019.

RECOMMENDED: That, following the success of the recent Community Fair, an additional event be agreed for autumn 2019.

MATTERS SUBMITTED FOR INFORMATION

CH 18/32 LEISURE TRUST UPDATE

The report of the Director of Street Scene, Leisure and Technical Services reviewed the recent performance of the Tonbridge and Malling Leisure Trust and provided an update on the capital plan schemes for Larkfield Leisure Centre.

CH 18/33 COMMUNITY SAFETY PARTNERSHIP UPDATE

The report of the Director of Central Services provided an update on recent activity within the Community Safety Partnership.

MATTERS FOR CONSIDERATION IN PRIVATE

CH 18/34 EXCLUSION OF PRESS AND PUBLIC

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

MATTERS FOR RECOMMENDATION TO THE CABINET

CH 18/35 PRIVATE SECTOR HOUSING STOCK CONDITION SURVEY - COSTING

(Reasons: LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any particular person)

The report of the Director of Central Services provided details of the costing for undertaking a private sector housing stock modelling exercise as outlined in Part 1 of the agenda (Minute CH 18/29(1) refers).

RECOMMENDED: That the cost of undertaking the housing stock modelling exercise be noted.

The meeting ended at 8.35 pm