

## Sevenoaks Town Team Executive Board Meeting

6:30pm: Wednesday 22<sup>nd</sup> February 2023

To be held at  
The Council Chamber, Sevenoaks Town Council, Bradbourne Vale Road TN13 3QG

### Executive Board

Representing	Number	Current Member	Current Organisation
Sevenoaks Town Council	4	Cllr Simon Raikes Cllr Victoria Granville-Baxter Linda Larter MBE Mike Reid	CEO / Town Clerk Town Team Facilitator
Sevenoaks District Council	1	Cllr Avril Hunter	
Kent County Council	1	Cllr Streatfeild MBE	
Transport	3	Cllr Tony Clayton  Austin Blackburn Gemma Louro	Sevenoaks Rail Travellers Association Go Coach Southeastern
Leisure Facilities	3	Jane Parish CEO Cllr Andrew Eyre ( <b>Chairman</b> ) Hannah Kay	Sencio Stag Knole
Chamber of Commerce	1	Dawn Blee CEO	
Blighs Meadow	1	Stephen Butler	Workman plc
Sevenoaks Chronicle	1	None available	
Sevenoaks Society	1	Roger Walshe or Geraldine Tucker	
Large Business	2	Maxine Morgan ( <b>Vice-Chairman</b> ) Elizabeth Dolding	Specsavers Warners Solicitors
Small Independent Business	2	Roberta Ware Glenn Ball	Francis Jones Jewellers Local Architect
Residents Associations	3	Elizabeth Purves Helen O'Sullivan Byron Brown	Hollybush RA Eardley Road RA Bradbourne RA
Round Table	1	Vacant	
Police	1	Vacant	Kent Police
	26		

## AGENDA

### 1. Apologies for Absence

### 2. Declarations of Interest

### 3. Minutes

To receive and approve the minutes of the Town Team Executive Board Meeting of 14<sup>th</sup> December 2022.

### 4. Welcome to Town Team

To Gemma Louro, new Sevenoaks Station Manager.

### 5. The TN Card

What it does and how it is contributing to the local economy. A presentation by founder, Jess Gibson. (10 minutes)

### 6. Update on 20mph proposals and consultation process

Cllr Richard Streatfeild.

### 7. Sevenoaks Business Hub

At the last meeting a brief report detailing user types was requested and is attached. It describes the regular users. Irregular users come from many location, the furthest being Lincoln, and their businesses are very varied.

Prompted by the recent BBC coverage of people turning to using hubs and featuring Sevenoaks, work is in hand to jointly promote the Hub with Lime Tree Workshop and Helpsuites.

There continues to be strong demand for the pods and there will be a brief report on the opportunity to create another.

### 8. Wayfinding project

There is a progress meeting scheduled for 20<sup>th</sup> February and the outcome of that will be reported.

### 9. Sevenoaks Business Awards and Business Show

An update.

## 10. Town Trail

To the end of January 2023 the trail had been accessed 269 times. This comment is from the Trail Tale Managing Director:

“I think Sevenoaks is doing very well in comparison to other trails. Basingstoke has 200 downloads, and Newport Pagnell – 152. Both were released at the same time as Sevenoaks’. Hexham’s which was released a year ago has 213, and Bolton’s 287, again released at the end of 2021.”

We will continue with the occasional Facebook advertising featuring individual locations, as this has certainly been producing results.

## 11. Sevenoaks Best Dressed Christmas Window 2022

The winners were:

### Retail

1<sup>st</sup> - Sevenoaks Haberdashery  
2<sup>nd</sup> – Oxfam

### Non-retail

1<sup>st</sup> - NFU  
2<sup>nd</sup> – Jackson-Stops

In all probability, and judging from the response for the Queen’s Jubilee, when 82 businesses were decorated to a greater or lesser extent, many of the town centre businesses will do so again for the Coronation. This is a low-cost project for the Town Team, requiring little more than time and effort, and a similar competition will be held for the Coronation. The Chamber is kindly sponsoring this again.

## 12. Children’s Christmas High Street Safari

Participation in these events grows with each one. Based on an average of 3.8 people per family group, 264 people took part at Christmas. It was also encouraging that we were over-subscribed and had to create a short waiting list of businesses wanting to participate in any future event.

Sencio kindly donated a six month family swimming membership for the draw to find a “winner”, being the Geiss family.



TN Card is creating an Easter trail, and there is no point in duplication. The next logical opportunity is to run a trail for the Coronation. The cost of running a trail, depending on what printing is done, is approximately £650 for which sponsorship will be sought but, in its absence, does the Board wish to run such an event?

### **13. Public Realm**

The red phone box by The Chequers now has the defibrillator installed, and the sponsor signage is being fitted about now. The equipment is sponsored by Thackray Williams and SDC.

At HSBC, a new electrical installation at the fountain has been put in place, and after a very long time, the three lamps are working again.

### **14. Shop, café, restaurant and pub occupancy survey**

Whereas a survey of just the town centre was undertaken for Britain in Bloom, a survey of the whole town is underway, and it is hoped to have the results ready at the end of February. This can then be used as a comprehensive benchmark. On the survey work undertaken to date, the results are very encouraging and if this carries through to the end the survey could be used in publicity to show (hopefully) that Sevenoaks is bucking the national trend. As a valuable by-product the TT email address list is growing extensively as the survey proceeds.

### **15. Spring Vegan Market**

The next market takes place on Saturday 1<sup>st</sup> April 2023.



#### **16. Police letter**

At the last Exec meeting the Chairman agreed to write to the Chief Inspector expressing concern about various aspects of policing in the town and to seek greater resourcing. An update.

#### **17. Public Loos at the bus station**

At the last Exec meeting it was reported that the public WCs at the bus station were closed and appear to have been vandalised. Linda Larter said she would contact SDC asking that until they are re-opened that a sign is put up informing the public of the alternative WCs at The Stag and Vine. An update.

#### **18. Sevenoaks Fireworks 2023**

Whereas the Round Table Fireworks have been kindly hosted for many years by Sevenoaks School, the venue will not be available in 2023 and a new arrangement is being sought.

#### **19. Events Committee**

A general discussion to be held on the planning and management of forthcoming events.

#### **20. Reports from Town Team Members**

#### **21. Date of Next Meeting**

Wednesday 5<sup>th</sup> April 2023