

**Minutes of Sevenoaks Town Partnership Meeting held at the Town Council Chamber
On Wednesday 29th May 2019 at 6.30 p.m.**

Executive Board:

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Representing	Number	Current Member	Current Organisation	
Sevenoaks Town Council	3	Cllr Andrew Eyre (Chairman) CEO / Town Clerk Cllr Tony Clayton Cllr Simon Raikes		Present Present Apologies Present
Sevenoaks District Council	1	Cllr Avril Hunter		Present
Transport	2	Tony Clayton Austin Blackburn	Sevenoaks Rail Travellers Association Go Coach	Apologies Present
Leisure Facilities	3	Jane Parish CEO Andrew Eyre (Chairman) Knole	Sencio Stag Hannah Kay	Apologies Present Apologies
Chamber of Commerce	1	Nick Brooker		Apologies Julie Philips attending as representative
Blighs Meadow	1		Savills, agent for Bligh's owners Standard Life Investments	Apologies
Sevenoaks Chronicle	1			Apologies
Sevenoaks Society	1	Roger Walshe		Apologies
Large Business	2	Maxine Chakowa (Vice Chairman) Elizabeth Dolding	Specsavers Warners Solicitors	Present Apologies
Small Independent Business	2	Roberta Ware Glenn Ball	Francis Jones Jewellers Local Architect	Present Present
Resident Association	1			
Round Table	1			Apologies
Police	1			Apologies
	20			

Also in Attendance:

Stephanie Harrison – Breast Cancer Care/Pink Week

Bonnie Tarling – Committee Clerk

Cllr Merylyn Canet – Sevenoaks Town Council & Sevenoaks District Seniors Action Forum

Rebecca Malkin – National Trust, Knole

Karen Shannon – National Trust, Knole

Cllr Richard Parry – Sevenoaks Town Council

Kim Silver – Resident

Jane Jackson – Resident

Paul Silver – Resident
Cllr Robert Piper – Sevenoaks Town Council
Marilyn Piper – Resident

1. Chairman

Cllr Andrew Eyre was elected as Chairman.

2. Vice Chairman

Maxine Chakowa was elected as Vice Chairman.

3. Apologies for Absence

As noted above.

4. Declarations of interest

None received.

5. Minutes

The minutes of the Sevenoaks Town Partnership meeting held on 17th April were received and agreed with the following amendments to add from Hannah Kay, National Trust, Knole:

RESOLVED:

To note and approve the minutes as a true record and record the comments from Hannah Kay from Knole.

I also just wanted to request a couple of amends to the minutes of the last meeting on April 17th. Would it be possible for you to list me as being in attendance? Mary Hayward's name is on the list but it still shows the Knole representative as 'to be confirmed' in the table.

Also, on page 3, point 10 under Go Coach, please could you note that the shuttle bus is not an SDC initiative. It is a hire agreement between Knole and Go Coach.

Further down in the second paragraph, there haven't been discussions with SDC, Knole and Go Coach regarding hiring the vintage bus for event days. This was simply a suggestion from Cllr. Hogarth for the town partnership to consider in the future.

6. Sevenoaks Business Hub

A copy of the report was received and noted.

7. Business Show & Wellbeing Show 2019.

An update was received from the Committee Clerk.

Both events had been well attended with positive feedback and ideas for 2020 received. Ideas included having talks or demonstrations at lunch time to help attract new visitors later in the event.

8. Sevenoaks Wednesday Market

The report was received and discussed. It was noted that Kent County Council had no objections to moving the market (the word obliged was an error in the report).

Currently Sevenoaks District Council were not prepared to move the market due to the current conditions of the contract which would mean re-tendering again for the management of the market.

It was noted that overall the three markets cover their costs when reported as a whole so it is not currently costing the Sevenoaks Ratepayers as per report.

It was noted that Sevenoaks Town Council would also be considering at its Finance & General Purposes Committee on 10th June 2019.

RESOLVED:

For Sevenoaks Town Partnership to write a request to Sevenoaks District Council to reconsider their stance on moving the Wednesday market from its current location to outside the Chequers pub.

9. Vintage Bus

The idea of holding 3-4 events per year using the bus were discussed. It was noted that currently there were no events planned where the Vintage Bus could be used but this idea would be considered by the Executive Board in the future if an event arose that would need transport.

10. Google Digital Garage

The proposal of having the Google Digital Garage attend an event in Sevenoaks were discussed. The Google Digital Garage includes a large lorry style vehicle that can park at an event and help people with various different topics such as CV writing or Social Media skills. It can also be carried out in a theatre style environment providing the venue has power and AV Equipment.

RESOLVED:

Committee Clerk to investigate possible events to be held in Sevenoaks during late 2019 early 2020.

11. Member Organisations

Stag – Arts Festival will be held in September with full details to be announced shortly. A meeting room for 18/20 people would be available for booking shortly called the Limelight Room.

Glenn Ball – The new sash windows and disabled access ramp had been completed at the Vine Pavilion with a photoshoot and afternoon tea taking place on Wednesday 19th June.

Francis Jones Jewellers – Business had been quiet due to ongoing roadworks in the Town.

It had been noted that more crime had been taking place in the town of late with concerns that shops were not reporting thefts to the police. It was requested that this issue be raised at the next Sevenoaks Chamber of Commerce Retail Forum Group.

RESOLVED:

To invite Matthew Scott to a future Sevenoaks Town Partnership meeting to discuss crime issues in the Town.

Go Coach – New routes across the network were starting to settle down, however some routes were continuing to run late. A change in timetables for some routes would take place in November.

Currently investigating the use of different Apps for public to use to track buses.

Current staff levels were good and no major issues with vehicles at the present time.

Specsavers – currently business was very quiet, however Saturday continued to be the busiest trading day.

Sevenoaks & District Chamber of Commerce – Networking meetings continue to grow in their success.

The next Retail Forum meeting would be held at the Stag on Tuesday 4th June 6-8.3pm.

The Summer Reception would be held at Wildernesse House on 27th June.

Next Generation Chamber event would be held at the Vine Cricket Pavilion on 4th July.

The Chamber would be hosting an event for Work Experience students giving them a chance to talk to a variety of different businesses.

Pink Week – Events for Pink Week had now been arranged with the Pink Run and Quiz Night confirmed. It was noted that to date Sevenoaks had raised £176,242.00 for Breast Cancer Care. 2019 would mark the 10th year of fundraising with the hope to hit a target of £200,000 with the aim of holding an event every day from 5th to 12th October. It was requested that anyone wishing to host an event during Pink Week please contact Steph Harrison.

Sevenoaks Senior District Action Forum – Currently looking for new ways to help tackle loneliness and helping older people get back into the work place. The Annual General

Meeting would take place on 31st May with Managing Director Go Coach providing a talk regarding older people using buses.

Knole – Currently working with 13 students on a new work experience programme for 2019.

The new shuttle bus service was well attended with 36 passengers using the bus on Sunday. It was suggested that in future a timetable could be used on the marketing rather than stating every half hour.

Currently working with Sevenoaks District Council to gain more volunteers with special needs.

Projects and events:

- Visually impaired tours
- National Volunteers Week
- Dementia Café takes place once a month
- Story time session on Mondays for pre school children
- 13th September Outdoor Cinema

Sevenoaks Town Council – Elections had taken place with new Councillors being elected.

Independent Shopping Day 4th July – many businesses had already signed up to the event. All participating businesses details had been placed on the Sevenoaks Town Partnership website and social media posts would be happening throughout the event day.

Sevenoaks In Bloom competition plans were now well underway with judging taking place on 5th July from 10am.

Capital Projects continue with work currently taking place on the access ramp at Bat & Ball Station.

Bat & Ball Centre – tenders for the project had now been received and works on the building due to start in the near future.

Single Use Plastic Pledge – the project was now underway with businesses encouraged to sign up to the pledge to cut usage single use plastic in Sevenoaks.

Ferrari Event on the Vine Gardens 15th September – a new event would take place on the Vine Gardens from 10.30-4.00 with Ferrari Cars, musical entertainment and food. The event would be free entry and help to raise money for the Mayor's Fund.

Community Rail Partnership – Business Plan currently being discussed with Sevenoaks District Council with funding applications taking place shortly.

Mayor's Cocktail Party on the Vine Gardens 8th July – charities are SSAFA and Sevenoaks Air Cadets.

Staff Changes – It was noted that Bonnie Tarling, Committee Clerk would be leaving on 21st June and the Executive Board wish to note their thanks for all her hard work over the past 4 years.

12. Date of next meeting

The next STP meeting would take place on 10th July, 6.30pm at the Town Council Chamber.

13. Press Release

None suggested.

There being no further business the Chairman closed the meeting at 8.15 pm.