

WESTERHAM TOWN COUNCIL

Community Engagement Committee

Minutes of the Meeting held on Monday 13th April 2026
at 7 pm in Russell House, Market Square, Westerham

Present: Councillors: Mrs D Coen (DC) – Chair
Mr M Bortolozzo (MB)
Mr K Thompson (KT)

Town Clerk: Mrs A Howells (AH)
Cllr I Breminer
PC Wilson

Item		Action
1.	<u>Apologies for Absence</u> Apologies were received and accepted from Cllrs Dicker and Hussain – business commitments.	
2.	<u>Declarations of Interest not previously declared</u> None.	
3.	<u>Minutes of the Meeting on 9th February 2026</u> The minutes of the meeting on 9 th February 2026 were approved at the Council meeting on 16 th March.	
4.	<u>Information on items arising from the minutes of the previous meeting not dealt with elsewhere on the agenda</u> 4 The Clerk reported that labels were needed for the litter kit. A draft would be sent to the Committee for approval before launching the kits. Following discussion, it was agreed to inform the local Vet that these kits were available as they could also be used as poo bags. 7.8 Westerham Library – Walks booklets had been delivered to the Library. Rhyme Time flyers had been distributed at the February Family Fun Session. The Clerk to chase for an article for TN16 promoting the Libraries benefits.	AH AH AH
5. 5(1) 5(2)	<u>Community Engagement Projects</u> <u>Crockham Hill – Coffee, cake and chat</u> Cllr Coen reported that there had been 25 attendees at the March Café. There had been a good response to the Age Friendly Community survey, and this would be followed up at the April meeting. <u>Crockham Hill Primary School, Crockham Hill Pre-School, Churchill Primary School</u> Cllr Coen reported that the Crockham Hill School had received all of their gardening items except the smaller planters which would be delivered next	DC

	• Regular updates from My Community Voice • Police Neighbourhood alerts	
7(3)	<u>IAG (Independent Advisory Group)</u> Cllr Coen reported that the next meeting of IAG would take place on 30th April at Sevenoaks Fire Station and she would be in attendance. Cllr Coen to raise a particular issue of ASB that was occurring in the town with links to an undeclared HMO, possible drug use and environmental health issues.	DC
7(4)	<u>Chamber of Commerce – Westerham</u> The Clerk reported that no-one had been available to attend the last meeting on 8th April and despite requesting a list of meetings for the year this had not been forthcoming. Following discussion, it was agreed to find out if Buddha would be willing to be a venue for a Westerham meeting.	MB/IB
7(5)	<u>Traders Meeting</u> Cllr Bortolozzo reported that he and Cllr Breminer had attended the February meeting along with the new Chair of WTP and a Committee member. The meeting had a number of tourist related queries which they would raise with SDC. Traders were unsure about contributing towards the bike rack despite initially supporting the project.	
7(6)	A meeting had been held with SDC regarding providing a motorbike bay. SDC agreed with WTC's suggestion but unfortunately KCC would not agree to this due to sight lines. Cllr Bortolozzo to pursue with SDC. The Traders had set up a new website Love Westerham.	MB/IB
7(7)	<u>Mobile Coverage in Westerham</u> Cllr Breminer reported that there had been no new information regarding small cells. There was no update on a potential mast in KGF.	
7(8)	<u>Age-friendly communities</u> The Clerk had collated the results from the survey received so far and these had been circulated. Following discussion, it was agreed to go ahead with the Older People's Day on 2nd October at Westerham Hall as some of the issues raised could be dealt with by providing information to Older People. This could be achieved by inviting the relevant organisations to provide information by having a stall, together with tasters of other activities raised in the survey. Cllr Coen had provided information on Edenbridge Games Club but there had been no requests for this type of activity in the surveys. Feedback from the survey could also help shape the Committee's Strategic Business Action Plan. Cllr Coen to hand out further surveys at the April Crockham Hill Coffee morning.	AH DC
7(9)	<u>Sevenoaks Retail Crime Forum</u> Cllr Bortolozzo had attended the virtual Retail Crime Forum on 19th March. He reported that most of the attendees were retail traders but none relevant to Westerham. Much of the meeting had revolved around the technical presentation on how the Business Crime Reduction Partnership (BCRP) could support businesses in reducing crime and help to bring offenders to justice.	
7(10)	<u>Coffee with a Cop</u> Cllr Coen had produced a note of the 'Coffee with a Cop' session and this had been circulated. As the Police had not turned up due to operational reasons Cllr Coen had emailed DI Hindrich to express WTC's disappointment whilst understanding the reasons. DI Hindrich then spoke to	

7(11)	Cllr Coen following the email and further explained the situation. To try and alleviate this issue in the future DI Hindrich would request a status code for community events to try and ensure a PC could attend when the event had been advertised. Following discussion, it was agreed to suggest a date of Friday 5th June as the next community event to which the Police would be invited. The Clerk to arrange. <u>Westerham & Crockham Hill Litter Picks</u> A litter pick had been organised in Westerham on 24th April with 8 volunteers and Crockham Hill on 26th April with 4 volunteers to coincide with the Great British Spring Clean. Nearly 20 bags of rubbish had been collected and picked up by SDC. <u>Westerham Foodbank</u> The Clerk had attended the Westerham Foodbank AGM on 20th March. The report and accounts were noted.	AH
8.	<u>Financial Statement to 31st March 2026</u> The Financial Statement to 31st March had been circulated and was noted. The Cleaning Contractor had informed WTC that the weekly charge would increase by £6.43 per week due to the increases in the National Minimum Wage and London Living Wage and operating costs.	
9.	<u>Easter/Summer Family Fun Sessions</u> The Easter Family Fun Session took place on Wednesday 8th April and 34 young people had attended and enjoyed a magician as well as bouncy castle and easter crafts. Drinks cartons had been supplied.	
10.	<u>Strategic Business Plan – Action Plan</u> A plan had been circulated and was noted.	
11.	<u>ECO Action Plan</u> The ECO Plan had been circulated and was noted. New Content to be added.	
12.	<u>Correspondence</u> 12.1 DRIPS meeting – 23rd April 2026 at Otford was noted. 12.2 ATM report from the Committee was discussed and Cllr Coen to finalise.	DC
13.	<u>Reports from Councillors</u> Cllr Breminer asked why SDC were not visiting Westerham with the new food bins, the Clerk to contact SDC Cllr Esler. Cllr Coen had attended the ETC ATM on 30th March.	
14.	<u>TN16, Crockham Hill Newsletter and website</u> An article on Westerham Library services. Cllrs Coen, Hussain and Sheen to provide bio for CH Newsletter.	
15.	<u>Matters for District and County Councillors</u> None.	
16.	<u>Further Matters for Consideration at the next meeting</u> None.	

17.	<u>Date of next meeting</u> Monday 1st June 2026 Cllr Bortolozzo gave his apologies	
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The meeting was concluded at 9.17 pm

Minutes confirmed as a correct record:

Chair