

21st January 2013

At an Ordinary Meeting of Sandwich Town Council this day present: -

The Mayor (in the Chair)

Councillor Bragg

“ Carter

“ Daw

“ Mrs Laslett

“ Mrs Liote

“ Moorhouse

“ Mrs Russell

“ Scollard

“ Sneller

“ Trussler

1. The Mayor stated that the town council agenda was quite weighty and therefore asked Councillors to keep to the point.
The Mayor reported on a recent visit to the Royal Engineer's headquarters. He stated that the Royal Engineers are hoping to visit Sandwich in October of this year and arrangements are already being made.
2. Apologies were received and accepted from Councillor Scott due to a holiday commitment, Councillor Butcher due to a work commitment and Councillor Mrs Dunay and Graeme who were delayed due to the snow. No apologies were received from Councillor Leith.
3. Councillor Bragg declared an Other Significant Interest in Item 17-Sandwich Port and Haven Commissioners.
4. The minutes of the Ordinary Meeting, held on 7th January 2013 were confirmed and signed. Under matters arising therefrom a reply from PC Ian Woodland regarding the town councils concerns at the previous meeting was received and noted.
5. The minutes of the Advisory Committee Meeting, held on 7th January 2013 were confirmed and signed. The recommendations contained in Item 2 were APPROVED with minor amendments.
6. The minutes of Tourism Committee Meeting, held on 9th January 2013 were confirmed and signed. The recommendation contained in Item 2 was APPROVED. The recommendation contained in Item 4 was deferred to be discussed with agenda item 18. The recommendation contained in Item 5 was discussed. It was RESOLVED that Sandwich Town Council will not support pedestrianisation of Market Street and King Street until consultation with the retail sector has taken place.
7. The minutes of the Tidal Defence/Delf Committee Meeting, held on 10th January 2013 were confirmed and signed with the following amendment: The second

paragraph of Item 2 should state: the banks between Poplar Avenue and the fir trees by the Worth Footpath, not the Worth footbridge. The recommendations contained in Item 2 were APPROVED with the amendment that bank clearance and de-silting work will take place. An email to be sent to Phil Williams at Natural England seeking his support for de-silting.

8. The schedule of payments, totalling £17,247.15 was received, approved and signed.
9. Three residents of Sandwich spoke to councillors expressing their concerns over the Dover District Council Land Allocations Local Plan for Archer's Low Farm, St. Georges Road, Sandwich. A detailed response will be made via the Town Clerk's Office.
10. The following decisions on planning applications were made for transmission to Dover District Council.
 - DOV/12/00829-Erection of a chimney-13 The Chain, Sandwich, CT13 9BJ.
NO OBJECTION
 - DOV/12/00985-Insertion of replacement windows-Manwood Grange, Sandown Road, Sandwich, CT13 9JX.
DEFER UNTIL FURTHER PLANS ARE RECEIVED
 - DOV/12/00955-Installation of replacement windows-23 Bowling Street, Sandwich, CT13 9EY.
DEFER UNTIL FURTHER PLANS ARE RECEIVED
 - DOV/12/01019-Enlargement of existing terrace area, insertion of door and installation of rooflights to existing extension-Bell Hotel, Upper Strand Street, Sandwich, CT13 9EF.
WELCOME ON THE GROUNDS THAT THERE IS NO LOSS OF PARKING
 - DOV/12/01020-Enlargement of existing terrace area, installation of rooflights to existing extension, insertion of door and associated internal alterations-Bell Hotel, Upper Strand Street, Sandwich, CT13 9EF.
WELCOME ON THE GROUNDS THAT THERE IS NO LOSS OF PARKING
11. The following planning decisions were reported: -
 - DOV/12/00959-Crown reduction one Beech tree-Haven House, 29 Harnet Street, Sandwich, CT13 9ES.
GRANTED PERMISSION
12. There was no planning correspondence to report.
13. Councillor Scollard reported on a meeting of the Friends of Poulders Play Area on Tuesday 5th January 2013. A copy of the report is attached to the official minutes. The Mayor to write a letter of congratulations to the committee.
14. The report and correspondence regarding Precept for 2013/14 and 2014/15 were considered. It was RESOLVED that an Extraordinary Meeting of the full council be held at 7pm on Monday 28th January 2013 to discuss this item in detail. In the meantime District Councillors are to seek further information from DDC Officers as to possible future implications to Town and Parish Councils.
15. Correspondence from KCC's Public Rights of Way Team regarding Sandwich Footpath finger blades was considered. It was RESOLVED that as per the town

council's previous resolution of 17th December 2012 the only finger blade sign that the council will contribute towards it that of Seven Post Alley (29695). The remaining 16 proposed finger blades are not needed.

16. An update regarding a Neighbourhood Plan for Sandwich was received. A lengthy discussion took place. After which it was RESOLVED that a meeting be held on Monday 28th January at which the Mayor, Councillors Graeme, Mrs Laslett, Sneller and Trussler and Mr Roy Elliott from Sandwich Sports & Leisure Centre Trust formulate a process of how the Neighbourhood Plan Group should proceed and to designate the area. In the meantime a letter is to be written to David Whittington at DDC informing him that Sandwich Town Council wishes to be leading on the Neighbourhood Plan and once the area is designated it will be opting out of the Land Allocations Document.
17. The report from the Town Clerk regarding use of uniform was considered and APPROVED.
18. The draft responses to the three Dover District Council Public Consultations were considered and it was RESOLVED that: -
 - Discovery Park – Draft Local Development Order (LDO). APPROVED.
 - Land Allocations Pre Submission Local Plan. APPROVED. In the meantime the Town Clerk is collate evidence to back up the town council's comments. (Councillor Mrs Laslett and Moorhouse requested that their vote against this resolution be recorded due to the insufficient detail in the response at this stage).
 - Community Infrastructure Levy Preliminary Draft Charging Schedule. APPROVED.
19. The following correspondence was reported from: -
 - (a) SLCC re. Membership. RESOLVED to renew membership for a further year.
 - (b) The Kent LINK Team re. Mental Health in Kent & Medway. Noted.
 - (c) KCC re. Kent Lane Rental Scheme. Noted.
 - (d) DDC re. Worth Neighbourhood Area. Noted.
 - (e) NHS re. South Kent Coast Clinical Commissioning Group. Noted.
20. District Councillor Carter reported that he had met with the Events Officer at DDC. He informed the officer of the town councils and community groups issues and concerns when organising events, which were taken onboard and District Councillor Carter was assured that changes to remedy the situation are being made. It was RESOLVED that a further letter be sent to Eric Pickles MP seeking a reply to the town councils earlier correspondence. District Councillor Mrs Russell made all those present aware of the new planning department structure, a copy of which is attached to the official minutes.
21. There was no additional correspondence to report.
22. It was RESOLVED that under the Public Bodies (Admission to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local

Government Act 1972 by virtue of the paragraph specified against the item.

23. The letter of resignation from the Town Clerk was received with great sadness. The following decisions were RESOLVED:

- An advertisement be placed with the KM Group for 2 weeks at the earliest opportunity with a closing date of 15th February 2013.
- The Mayor, Deputy Mayor, Cllr Mrs Laslett and Town Clerk review the applications and select candidates for interview.
- Interviews to be held on 26th February and/or 27th February with the Mayor, Deputy Mayor, Cllr Mrs Laslett and Town Clerk on the interview panel.
- A possible start date of 18th March, working with the current Town Clerk.
- To be placed midway on the relevant pay scale of LC2, in the region of £25,000 per annum.

DRAFT