

Minutes of an Quarterly Meeting of Sandwich Town Council held on Monday 4th November, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

Present: **Councillors:** **The Mayor (in the Chair)**

HJ Bragg
PI Carter
RA Daw
P Graeme
Mrs S Laslett
Mrs V Lioté
MW Moorhouse
Mrs P Russell
JP Scollard
JO Sneller
MB Trussler
JJ Watts

Officer: **Miss L Fidler**

01.11.13 MAYOR'S OPENING COMMENTS

The Mayor had no matters to report.

02.11.13 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Scott who was on holiday and Cllr Mrs Dunay who had another engagement.

**03.11.13 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS
AND OTHER SIGNIFICANT INTERESTS**

No disclosable pecuniary interests or other significant interests were declared.

04.11.13 MINUTES

The minutes of the Ordinary Town Council Meeting, held on 21st October, were received, approved and signed.

**05.11.13 MATTERS ARISING FROM THE MINUTES NOT COVERED
ELSEWHERE ON THE AGENDA**

There were no matters arising not covered elsewhere on the agenda.

06.11.13 FINANCE COMMITTEE

Members received, approved and signed the Minutes of the Monks Wall Nature Reserve Committee Meeting, held on 28th October 2013 and considered the recommendations contained therein.

RESOLUTION: That the following recommendations be approved:

- Up to £500 be spent on commissioning a consultant to conduct an initial investigation into whether the Committee could apply for a Higher Level Stewardship Agreement.

- That 10,000 new leaflets be produced at a cost of £410.00 from SPC Design & Print. The Committee to consider what updates and changes need to be made and a proof to be obtained.

- 07.11.13 PAYMENT SCHEDULE**
The schedule of payments, totalling £3,548.58, was received, approved and signed.
- 08.11.13 PUBLIC RIGHT TO SPEAK**
No requests to speak were received from members of the public.
- 09.11.13 PLANNING APPLICATIONS**
Members considered the following planning applications:
(i) DOV/13/00876 – Erection of single storey and two storey rear extensions and a single storey side infill extension – 5 St Georges Place, Sandwich, CT13 9LW
RESOLUTION: Raise no objections
- (ii) DOV/13/00867** – Proposed new foodstore, doctor’s surgery and pharmacy, together with associated car parking, landscaping, courtyard and service yard – Land Adjacent to, 10 Dover Road, Sandwich, CT13 0BN
RESOLUTION: Raise no objections, but insist that Kent Highways and the DDC Conservation Team be consulted due to concerns about road safety and traffic management and the impact of character on surroundings.
Cllrs Carter, Moorhouse and Mrs Laslett asked that their vote against this motion be recorded.
- 10.11.13 PLANNING DECISIONS**
Members received a report on planning decisions from Dover District Council, as follows:
TC/13/00113 – Reduce crown of Holly tree by 20% Fell Robinia – 6 Knighttrider Street, Sandwich, CT13 9EW
RAISE NO OBJECTIONS
- 11.10.13 PLANNING CORRESPONDENCE**
Members considered an email from Jemma Duffield, Programme Officer at DDC, regarding representation at the ‘Examination of the Dover District Council Land Allocations Local Plan’ in 2014.
RESOLUTION: The Deputy Mayor Cllr Graeme will present the Council’s views at the hearing in 2014, or if unavailable when the dates have been set Cllr Sneller will attend.
- 12.10.13 DELF STREAM**
Members considered a report from Miss L Fidler regarding funding for the next stage of vegetation and silt clearance from the Delf Stream
RESOLUTIONS:
(i) That the members grant from County Councillor Leyland Ridings of £7,000 be accepted immediately.
(ii) That the additional funding for this work (up to £3,880) be vire budgeted from the Town Council’s S137 budget and additional money received in the precept.
(iii) Communication will be progressed with the tenant of Cow Leas Meadow regarding use of the site to deposit resulting silt and debris.

13.10.13 KENT HIGHWAYS AND TRANSPORTATION

Members considered the following correspondence:

(i) Letter from David Brazier, KCC Cabinet Member for Transport & Environment, and a copy of our previous correspondence in relation to parking on Ramsgate Road. The Local Sustainable Transport Fund will be providing KCC with the funding necessary to undertake various proposals on the Ramsgate Road, including “installing a formal kerbed half lay-by” and “widening the footway to provide a shared path for pedestrians and cyclists”. The Council discussed the different merits and problems with these proposals.
RESOLUTION: It was agreed that the proposals for Ramsgate Road in 2014-15 are unsound and should be rejected. Assistance will be requested from County Councillor Leyland Ridings to help negotiate an appropriate road safety plan for Ramsgate Road.

Cllr Carter and Cllr Watts asked that their vote against this motion be recorded.

(ii) Email from Clive Alexander, DDC Principal Heritage Designer & Urban Planner in response to Richard Heaps, KCC Traffic Schemes & Member Highway Fund (Dover/Shepway), regarding new safety measures for Sandwich Toll Bridge. Due to a serious incident that occurred recently on Sandwich Toll Bridge KCC Highways and Transportation plan to replace the York stone paving slabs (to be numbered and stored), install a pedestrian deterrent block paving and install signs to warn that pedestrian hazards are here. The Council discussed various issues with this proposal; the suggestion that the footpath on the upstream of the bridge be removed and the footpath on the downstream of the bridge be widened was a preferred proposal.

RESOLUTION: The historic fabric of the town should not altered to accommodate the local bus company; alternative bus routes should be identified/different sized buses used before any alterations to the bridge are considered.

14.11.13 ALLOTMENTS

Members considered a report from Miss L Fidler regarding possible expenditure at the Black Land Allotments.

RESOLUTION: That A W Warner & Sons Ltd be employed to clear the rubble and earth that has been fly tipped by the main entrance to the site and the three disused composting containers that are obstructing a public pathway at a cost of £400 (excl. VAT). A letter will then be sent to all the allotment holders asking that they should watch out for and report any incorrect behaviour at the allotments in the future.

15.11.13 MEETING DATES 2014

Members received a draft schedule of meeting dates for 2014.

RESOLUTION: That these dates be accepted.

16.11.13 CORRESPONDENCE

(i) Letter from Mr Robert Fielder regarding parking for residents in Sandwich South Ward. The disunity of parking charges for those living in the Sandwich North & South wards was discussed.

RESOLUTION:

(i) The Council will devise a new parking strategy for Sandwich to be presented to Dover District Council.

(ii) A letter will be written to Mr Fielder thanking him for bringing this matter to the attention of the Council and informing him that the Town Council is going to look at DDC's entire parking strategy for the town.

(ii) Copy of letter sent to the Leader of Kent County Council, Cllr Paul Carter, from Mr D Sharp, Chair of Governors Sandwich Junior School.

RESOLUTION: That this information be noted.

(iii) To consider attendance at the CPRE Protect Kent Annual General Meeting on 20th November 2013.

RESOLUTION: That this information be noted.

17.11.13 REPORT FROM DISTRICT COUNCILLORS

Cllr Carter reported on the following matters from Dover District Council:

- DDC Cabinet is being recommended to freeze parking charges across the district for the next two years.
- There will be a UK Small Business Saturday on 7th December 2013 with free car parking in DDC off-street car parks across the district to encourage the use of local shops.
- Parking charges will be suspended between 25th December 2013 and 1 January 2014 inclusive at DDC off-street car parks.
- 57 New Street has been made weatherproof, secure and structurally sound. Work is progressing and the property will be put back on the market in 2014.
- The Neighbourhood Plan produced by Worth has been praised by Planning Minister Nick Boles and MP Laura Sandys who visited the village.

18.11.13 EXEMPT BUSINESS

It was resolved that under the Public Bodies (Admission to Meetings) 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.

OFFICE ADMINISTRATION

Members considered a report from Miss L Fidler regarding the office staff.

RESOLVED: That the new Finance Officer/Admin Assistant be requested to start in post at an earlier date if possible to help in a period of short staffing.

19.11.13 DATE OF NEXT MEETING

Monday 18th November 2013, at 7 pm, in the Council Chamber (Ordinary Meeting).

Signed: _____ **Date:** _____