

Minutes of an Ordinary Meeting of Sandwich Town Council held on Monday 12th May 2014, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

**Present: Councillors: The Mayor
PI Carter
P Graeme
Mrs S Laslett
Mrs V Liote
Mrs M Russell
JP Scollard
BA Scott
MB Trussler
DMA Wood**

Officer: Miss L. Fidler

06.05.14 MAYOR'S OPENING COMMENTS
The Mayor made no opening comments.

07.05.14 APOLOGIES FOR ABSENCE
Apologies were received and accepted from Cllr Bragg who had another engagement, Cllrs Daw, Mrs Dunay, Sneller and Watts who were on holiday, Cllr Moorhouse who had a work commitment and the Revd. Roberts.

08.05.14 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS
There were no declarations of Disclosable Pecuniary Interest or Other Significant Interest.

09.05.14 MINUTES
The Minutes of the Ordinary Town Council Meeting, held on 28th April 2014, were received, approved and signed.

10.05.14 MATTERS ARISING FROM THE MINUTES NOT COVERED ELSEWHERE ON THE AGENDA
There were no matters arising.

11.05.14 MONKS WALL NATURE RESERVE MANAGEMENT COMMITTEE
The Minutes of the Monks Wall Nature Reserve Committee Meeting, held on 24th April 2014, were received, approved and signed.

RESOLUTION: That the following recommendations be approved:

Warden's Report

- That a cost-benefit analysis (financial and ecological) of grazing would be undertaken.
- The Warden should seek two more quotes for cattle-proof fencing.
- Mr Gibbs should look at the Reserve plan and confirm the extent of the Reserve vis-à-vis the KCC fencing.
- Cllr Mrs Laslett should seek further information from her agricultural acquaintance as to whether he had been able to access grant funding.
- Dr Lipczynski will (through GW Finn & Sons) broach the subject of a compensatory contribution by the EA to fencing.

Sandwich Town Tidal Flood Defence Scheme

- Dr Lipczynski will take forward the application for the Single Payment Scheme with Julian Sampson (GW Finn & Sons).
- A copy of the current grazing agreement will be provided to Mr Sampson for him to check over.

Year End Accounts

- In future presentations of year end accounts, the previous year's balance be listed under a 'Reserves' heading.
- The Town Clerk's office clarify whether any grants are received by the Monks Wall Nature Reserve from Dover District Council and / or Sandwich Town Council / Toll Bridge Fund Trustees.

Budget Setting

- The Budget will be scheduled as a major item on the agenda for the next meeting of the Monks Wall Nature Reserve Management Committee.
- All Committee members should consider likely expenditure requirements / income streams relating to the Reserve and feed these back into the discussion at the next Committee meeting.

Remuneration for Members

- That all Committee members be updated as this issue progresses.
- If the Town Council is represented at the East Kent Joint Parish Independent Remuneration Panel meeting that discusses this issue, those representing the Council should express strongly the Committee's view that the current circumstances, particularly the Environment Agency's local flood defence work, merited remuneration for non-councillor Committee members.
- The Town Clerk's office investigate the legality of whether, when non-councillor Committee members were likely to be engaged significantly in a forthcoming project / issue, a budget could be set by the Committee for work on such a project / issue, including expenses or potentially hire of a non-councillor Committee member to undertake work on the issue as a contractor.

Health & Safety

- The Town Clerk's office approach Mr Leith to enquire whether he would undertake the competent person inspection of the Reserve.
- If Mr Leith does not wish to undertake the inspection, Mr Gibbs will approach Pfizer in this respect.

12.05.14 PAYMENT SCHEDULE

The schedule of payments, totalling £4,334.56, was received, approved and signed.

13.05.14 PUBLIC RIGHT TO SPEAK

There were no requests to speak.

14.05.14 POLICE REPORT

A report for the period of 1st - 30th April was provided by PCSO Lee, a copy of which is attached to the official minutes. The following questions were raised:

- Have the requested speed checks been undertaken on Sandown Road? Both PCSOs have undertaken speed checks in this area and the Special Constable will be asked to continue this work when he returns from holiday.
- Why have the relevant Neighbourhood Watch members not been informed about a recent burglary on St. Georges Road? PCSO Lee is not aware of this incident, but she will speak to the Neighbourhood Watch co-ordinator regarding the distribution of information.
- What was the incident recently on the Ropewalk? This related to an incident of shop lifting.
- Motorcyclists racing on the bypass has increased again, what is being done about it? The police are aware of this problem and are taking action.
- Of the 137 calls received in April 2014 how many were received via 999? All 999 and 101 calls are grouped together and passed to officers in order of priority. In the future PCSO Lee will let us know how many of the calls relating to the area were high priority.

15.05.14 PLANNING APPLICATIONS (plans on view from 6.30 pm)

(i) DOV/14/00382 | Erection of a rear conservatory extension and associated internal and external alterations (existing conservatory to be demolished) | 32 Millwall Place, Sandwich, CT13 9BQ

RESOLUTION: No objections.

(ii) DOV/14/00392 | Replacement of existing flat roof with pitched | 9 Bowling Street, Sandwich, CT13 9EY

RESOLUTION: No objections.

(iii) DOV/14/00403 | Change of use to restaurant/drinking establishment (Mixed Use Class A3 & A4) | 10-12, New Street, Sandwich, CT13 9AB.

RESOLUTION: No objections.

(iv) DOV/14/00407 | Erection of 98 linear metres of razor wire 0.45m high to top of existing perimeter fence, pedestrian and vehicular gates | Former Richborough Power Station, Ramsgate Road, Sandwich, CT13 9N.

RESOLUTION: No objections in principle but to raise concerns about the visual impact of razor wire. Cllr Mrs Laslett and Cllr Wood abstained from voting.

(v) DOV/14/00258 | Repairs to roof of outbuilding and installation of 4 rooflights | Curfew House, 28 St Peters Street, Sandwich, CT13 9BW

RESOLUTION: No objections.

(vi) DOV/14/00259 | Repairs to roof of outbuilding and installation of 4 rooflights | Curfew House, 28 St Peters Street, Sandwich, CT13 9BW

RESOLUTION: No objections.

(vii) DOV/14/00420 | Change of use and conversion into 2no. dwellings and 1no. self-contained flat, retention of retail unit at ground floor and associated internal and external alterations | 12 & 12A Delf Street, Sandwich, CT13 9BZ.

RESOLUTION: To positively recommend this application for approval, development of this property will be a very welcome improvement.

(viii) DOV/14/00421 | Change of use and conversion into 2no. dwellings and 1no. self-contained flat, retention of retail unit at ground floor and associated internal and external alterations | 12 & 12A Delf Street, Sandwich, CT13 9BZ.

RESOLUTION: To positively recommend this application for approval, development of this property will be a very welcome improvement.

(ix) DOV/14/00381 | Erection of a rear conservatory extension (existing conservatory to be demolished) | 32 Millwall Place, Sandwich, CT13 9BQ.

RESOLUTION: No objections.

(x) TC/14/00043 | Removal of Ash tree | Parking Area adjoining Flats at, Whitefriars Meadow, Sandwich.

RESOLUTION: No objections, unless the tree officers have concerns.

16.05.14 PLANNING DECISIONS

The following planning decisions were reported from Dover District Council:

(i) DOV/14/00200 | Internal alterations | 19 King Street, Sandwich, CT13 9BT | GRANTED PERMISSION.

(ii) DOV/14/00225 | Erection of a rear conservatory extension, pitched roof and associated internal and external alterations | 29 Moat Sole, Sandwich, CT13 9AU | GRANTED PERMISSION.

(iii) DOV/14/00230 & DOV/14/00229 | Conversion of integral garage to form habitable room and internal and external alterations | 35 Moat Sole, Sandwich, CT13 9AU | GRANTED PERMISSION.

(iv) DOV/14/00119 | Display of non-illuminated lettering, non-illuminated fascia sign | Bell Hotel, Upper Strand Street, Sandwich, CT13 9EF | GRANTED PERMISSION.

(v) 14/00036 | Change of use of land for touring caravans, motorised caravans, tents and caravans | Sandwich Leisure Park Site C, Woodnesborough Road, Sandwich, CT13 0AA | GRANTED PERMISSION.

17.05.14 PLANNING CORRESPONDENCE

There was no planning correspondence to receive.

18.05.14 HIGHWAYS AND TRANSPORTATION

To consider the following matters:

(i) A letter from Christopher Allen, DDC Community Safety, CCTV and Parking Manager, regarding proposed amendments to the Dover District Council (Off-Street Parking Places) Order 2010.

RESOLUTION: The Town Team will be asked to consider this information.

(ii) A letter from David Brazier, KCC Cabinet Member for Environment & Transport, regarding speeding and drainage on Sandown Road. It was clarified that we're still awaiting a response from Mr Brazier regarding parking problems on Sandown Road. Cllr Graeme expressed his frustration that the Council has complained to KCC ad nauseum regarding Sandown Road without seeing any resolution.

RESOLUTION: To wait for a response from Mr Brazier regarding parking before formulating a response that takes into account all the issues on Sandown Road (parking, speeding, flooding and lighting).

19.05.14 FINANCE

Members received the Audit Commission Annual Return for the year ended 31st March 2014, together with the Statement of Accounts, Balance Sheet and Bank Reconciliation of Accounts for the same period, and consider completion of Section 2 of the Annual Return.

RESOLUTIONS:

(i) **That the Statement of Accounts, Balance Sheet and Bank Reconciliation of Accounts, for the year ended 31st March 2014, be accepted and the latter two documents be signed by the Town Clerk and Mayor.**

(ii) **That boxes 1 to 9 of Section 2, of the Annual Return, be completed to demonstrate agreement with all the statements contained therein, and Sections 1 and 2 be signed by the Town Clerk and Mayor.**

20.05.14 CIVIC BADGES AND AWARDS

Members received a report from Miss T Weir, regarding the purchase of Past Mayor & Mayoress badges and Civic Award Badges. Councillors agreed with Cllr Trussler's statement that these awards should not be devalued by ordering cheaper/alternative badges.

RESOLUTION: Three quotes will be obtained for reproducing the existing awards with the intention of purchasing a small quantity at a time. The Finance Committee will then consider the matter.

21.05.14 CORRESPONDENCE

Members receive the following items of correspondence:

(i) A letter from Sonia Frost of Bringing Alive Sandwich Heritage regarding a 'Message to Massachusetts'.

RESOLUTION: The Council fully supports this proposal and filming a tour of the Guildhall was permitted.

(ii) A memo from Mr K Cook regarding the World Town Crier Tournament.

RESOLUTION: Mr K Cook will be given the time off work to attend this tournament and the Council will cover the entrance fee (£100.00). The Council wished Mr Cook the best of luck with this endeavour.

(iii) Invitation to the Kent County Playing Fields Association AGM on 21st May 2014.

RESOLUTION: This information was noted.

22.05.14 REPORT OF DISTRICT COUNCILLORS

Cllr Mrs Russell reported that the regeneration of Dover is a key theme at DDC at the moment. Cllr Carter reported that the scheduled assessment of 57 New Street did not go ahead as planned, a new date has been set for 28th May and Cllr Carter has ensured that the investigating officer is aware of all the concerns that the Council has about this property.

23.05.14.

DATE OF NEXT MEETING

Monday 2nd June 2014, at 7 pm, in the Council Chamber.