



**agreement based on the grazier's agreement formerly used for this site; this agreement to include enforceable terms for the maintenance of hedges and boundaries, and liability; this agreement should initially run for one calendar year, January - December.**

**32.06.14 PAYMENT SCHEDULE**

The payment schedule, totalling £19,218.13, was received, approved and signed.

**33.06.14 POLICE REPORT**

There was no Police report, however the Mayor updated the meeting regarding news that PCSO Doreen Lee would in future be deployed to the Little Stour & Ashstone ward as well as in Sandwich.

**RESOLUTION: That a letter be sent to Ann Barnes, Kent Police & Crime Commissioner, and copied to the Chief Constable, objecting to the change in PCSO Lee's deployment; asking how this can be justified when the PCC has spent approximately £160,000 on moving offices; and asking her to meet with the Council to discuss this and other Policing issues.**

**34.06.14 PUBLIC RIGHT TO SPEAK**

There were no requests to speak.

**35.06.14 PLANNING APPLICATIONS (plans on view from 6.30 pm)**

(i) DOV/13/00783 | Outline application for the redevelopment of the site to provide a foodstore with associated car parking, petrol filling station (to include associated kiosk and car washing facilities), access and servicing arrangements and landscaping (to include removal of existing surface infrastructure) (Additional retail addendum and supporting information received 6 June 2014) | Discovery Park, Enterprise Zone, Ramsgate Road, Sandwich, CT13 9ND.

**RESOLUTIONS: (i) Recommend approval, no objections.**

(ii) **That the developer be invited to make a presentation about the proposals to the Council (with a similar offer to be considered in future regarding the proposed Waitrose development).**

(iii) **That Cllr Nick Kenton, Dover District Council Portfolio Holder for Environment, Waste & Planning, should be asked why the impact assessment for the proposed supermarket developments is not publicly available.**

(ii) DOV/14/00496 | Tanking of basement | 7 Fisher Street, Sandwich, CT13 9EJ.

**RESOLUTION: Recommend approval, no objections.**

(iii) DOV/14/00516 | Construction of new flood defences and improvements to existing with associated works and landscaping | Sandwich Tidal Flood Defences (Reach 1), Sandwich, CT13.

**RESOLUTION: Recommend approval, no objections.**

(iv) DOV/14/00545 | Installation of replacement windows and doors in upvc | 12 Aynsley Court, Strand Street, Sandwich, CT13 9DU.

**RESOLUTION: Recommend approval, no objections.**

(v) DOV/13/00125 | Erection of 3 refuse storage areas (amended plans) | Aynsley Court, Strand Street, Sandwich, CT13 9DU.

**RESOLUTION: Positively support this application as it will bring an end to flytipping.**

It was also suggested that following on from this positive step at Aynsley Court, the continuing issue of rubbish containers in Bell Lane should be brought back onto the next Council agenda, and that interested parties should be notified of this.

(vi) DOV/14/00592 | Installation of replacement front window | 50 St Peters Street, Sandwich, CT13 9BS.

**RESOLUTION: Recommend approval, no objections.**

(vii) DOV/14/00609 | Construction of new flood defences with steel sheet piling and timber cladding | Sandwich Tidal Flood Defences (Reach 4 ) Land Adj to & r/o, 32 Strand Street, Sandwich, CT13.

**RESOLUTION: Recommend approval, no objections.**

(viii) DOV/14/00490 | Display of one non-illuminated fascia sign and one vinyl window sign | Sue Ryder Care, 22 King Street, Sandwich, CT13 9BT.

**RESOLUTION: Recommend approval, no objections.**

(ix) DOV/14/00609 | Construction of new flood defences with steel sheet piling and timber cladding | Sandwich Tidal Flood Defences (Reach 4) Land Adj to & r/o, 32 Strand Street, Sandwich, CT13 **This item was withdrawn as it simply duplicated item (vii).**

**36.06.14 PLANNING DECISIONS**

The following decisions were reported from Dover District Council:

(i) DOV/14/00300 | Hoodeners, 44 New Street, Sandwich, CT13 9BB | Installation of replacement windows and front door | GRANTED PERMISSION.

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

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

(iv) DOV/14/00297 | 32 Upper Strand Street, Sandwich, CT13 9EL | Erection of a single storey rear extension | REFUSE PLANNING PERMISSION.

(v) DOV/14/00315 | Building 143, Artillery Way, Discovery Park, Ramsgate Road, Sandwich, CT13 9ND | Various external alterations to include installation of louvre screen canopies, sheeting to fascia, double glazed windows and aluminium framing doors, entrance path and ramp, erection of bollards and construction of tarmac over existing service road | GRANTED PERMISSION.

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

(vii) DOV/14/00359 | Sir Roger Manwood School Manwood Road, Sandwich, CT13 9JX | Installation of overhead network cables | GRANTED PERMISSION.

(viii) DOV/14/00135 | Long House, 62 Strand Street, Sandwich, CT13 9HP | Insertion of roof light and internal alterations | GRANTED PERMISSION.

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

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

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

**37.06.14 PLANNING CORRESPONDENCE**

(i) Councillors received two emails of information for Cllr Moorhouse providing updates on 57 New Street, and considered a recommendation that Sandwich Town Council be added to the complaint file for this case. Councillors expressed disappointment with the slow progress in dealing with the eyesore presented by this property.

**RESOLUTIONS: (i) That Sandwich Town Council request to be added to the complaint file regarding this property and that the officer dealing with it at Dover District Council be asked to communicate in this respect with the Council as a body, rather than with individual councillors.**

**(ii) That the local District Councillors be asked to take up this issue with Dover District Council and ask DDC to look into every option to deal**

**with the matter, including Compulsory Purchase Orders and Demolition Orders.**

Councillor Carter declared an interest in this issue as a local District Councillor and abstained from the votes in respect of these resolutions.

(ii) Councillors received a letter from Sandwich & District Chamber of Commerce regarding a meeting with the Discovery Park on 8<sup>th</sup> July and considered attendance.

**RESOLUTION: That Councillor Carter represent Sandwich Town Council at this meeting.**

(iii) Councillors received emailed correspondence from a local resident concerning the management of trees at the Butts. Councillor Carter reported that he had already referred this issue to Dover District Council, with a request that DDC contact the local resident directly.

**RESOLUTION: That this matter be referred to Dover District Council and a letter of acknowledgement sent to the local resident who reported the issue.**

**38.06.14 HIGHWAYS & TRANSPORTATION**

The Council received responses from David Brazier, Kent County Council Cabinet Member for Environment & Transport, to its letters regarding issues of speeding, parking and flooding on Sandown Road. The Council had previously resolved that these issues would be addressed together once Mr Brazier had responded to all its previous enquiries. Councillors expressed concern that KCC often justified its position in regard to an issue by stating that there had been no personal injuries or fatalities reported in the affected area, but that anecdotal evidence suggested there had been personal injuries in the areas covered in the recent correspondence with Mr Brazier. There was concern that this information was not being captured and collated by the Police and KCC.

**RESOLUTION: That a feature be added to the July-September Council newsletter (under consideration at item 40.06.14 below) asking members of the public to let Sandwich Town Council know about any personal injuries sustained in Road Traffic Incidents in the town over the last three years; and also urging them to report any future incidents or injuries to the Police, to make sure that the Police provide an incident number, named contact and confirmation letter, and to challenge the Police if they hear nothing further within 28 days.**

**39.06.14 LORRY WATCH**

Councillors considered a request from Cllr Mrs Laslett for the Lorry Watch scheme to operate under the council's Public Liability Insurance; Zurich Insurance had confirmed that this would be an acceptable use of the policy and there would be no additional cost, however, a risk assessment would need to be in place.

**RESOLUTION: That Lorry Watch be permitted to operate under the Council's Public Liability Insurance, subject to a risk assessment being completed and provided by Cllr Mrs Laslett.**

**40.06.14 NEWSLETTER**

Councillors received and considered a draft copy of the July - September newsletter for approval.

**RESOLUTIONS: (i) That a feature be added regarding Road Traffic Incidents as per the resolution at 38.06.14 above (it was accepted that this may involve deletion of other, more general material).**

**(ii) That minor contact amendments be made, the relevant information to be provided to the Town Clerk's office by Cllrs Moorhouse and Mrs Russell.**

**(iii) That the feature about temporary library closures on page 9 be removed as out of date.**

**41.06.14 SANDWICH TOWN TIDAL DEFENCE SCHEME**

(i) Councillors received a snagging report that was produced by Miss C Grinnell concerning various issues with the development at Sandwich Quay. This information had been passed to DDC and a response was awaited.

**RESOLUTION: That this report be noted but that the District Council should also be asked to put bumps on top of the wall alongside the pathway in order to prevent the wall being used as a skateboarding feature.**

(ii) Councillors received further information regarding the anchor that was found at Sandwich Quay and a copy of Mr P Richardson's original request for funding.

**RESOLUTION: That Jackson's be approached to contribute towards the cost of installation on the Quay and also regarding restoration of the missing crossbeam at 90° to the flukes.**

**42.06.14 CIVIC EVENTS**

(i) Councillors received a report from Miss L Fidler regarding traffic management at Civic Events and asking them to make the necessary decisions on how to proceed. Cllr Mrs Laslett stated that the Sandwich Community Events Association would be willing to offer loan of the necessary signs for £10 per sign per occasion (and that this cost may be negotiable), provided that the Town Council provided its own staffing to place and remove the signs and its own sandbags to secure them.

**RESOLUTIONS: (i) That signs be rented in future at a cost of £10 per sign per occasion (or a lower negotiated cost) from SCEA, the Town Council to provide staffing to place and remove the signs and sandbags to secure them.**

**(ii) That the cost of purchasing customised lettering for individual events (approx. £20 per occasion) be approved.**

**(iii) That Cllrs Moorhouse and Carter act as the Council's approved persons with oversight of road closures for events.**

(ii) Councillors received an Event Summary Sheet for a new event taking place in 2014: the Sandwich War Memorials Act of Commemoration.

**RESOLUTION: That this information be noted.**

**42.06.14 BULWARKS PLAY AREA**

Councillors received a report from Miss L Fidler regarding a development at the Bulwarks Play Area and a request to consider future development of the site. The Council felt that the actions of Pfizer and the Rotary Club of Sandwich were commendable.

**RESOLUTIONS: (i) That the offer made by Pfizer and the Rotary Club of Sandwich be welcomed.**

**(ii) That future plans for the site be referred to the Public Amenities Committee for consideration, including possible fundraising and next year's budget.**

**43.06.14 POLICY & PROCEEDURE**

Councillors considered the following information:

(i) A written report from Miss L Fidler regarding a discrepancy in the Council's Standing Orders/Financial Regulations and how the matter could be resolved.

**RESOLUTION: That the level at which a formal tendering process must be followed should be set at £10,000 in both documents.**

(ii) The Terms of Reference for the following Committees and an enquiry as to whether any amendments needed to be made: Advisory; Finance;

Events/Entertainment; Tidal Defence/Delf; Monks Wall Nature Reserve; Tourism; Public Amenities.

**RESOLUTION: That all Committees' terms of reference should stand as is, except for the Tourism Committee, which should have scheduled meetings six times a year, particularly concentrated in the spring / summer period.**

(iii) A recommendation from Cllr Wood that the policy for agreeing committee membership should be formalised and added to the Standing Orders.

**RESOLUTION: That this recommendation be turned down.**

**44.06.14 MEMBERSHIP OF OUTSIDE BODIES**

Councillors considered appointing Cllr Butcher to the Management Committee of Gazen Salts Nature Reserve for the ensuing year instead of the Mayor Cllr Graeme (this had already been agreed by all members involved).

**RESOLUTION: That this change be approved.**

**45.06.14 FRIENDS OF POULDERS PLAY AREA**

Councillors received the minutes of a meeting of the Friends of Poulders Play Area, held on 17<sup>th</sup> June 2014.

**RESOLUTION: That this information be noted.**

**46.06.14 GAZEN SALTS NATURE RESERVE**

Councillors received a copy of the Chairman's Annual Report for Gazen Salts Nature Reserve (a copy of the year end accounts was also available to view in the Town Clerk's office). Cllr Butcher updated the Council about the ongoing issues and expense caused by salinity left after the flooding in December 2013, particularly the health & safety issue of damaged trees, and the Warden's strenuous efforts to deal with the situation. It was acknowledged that the Sandwich Festival Association had kindly offered a free stall on the Quay.

**RESOLUTION: That the report be noted but that the Chairman of the Management Committee be asked to provide more information regarding the financial demands facing the Reserve.**

**47.06.14 CONFEDERATION OF THE CINQUE PORTS**

Councillors received the minutes of the Standing Joint Committee meeting, held on 21<sup>st</sup> May 2014. Cllr Mrs Russell, who had attended this meeting as Deputy Mayor, raised the points made at the meeting regarding potential Cinque Ports support for apprenticeships at the proposed Medieval Boatyard on Sandwich Quay. There was also some discussion regarding the forthcoming ten years in office of the Lord Warden.

**RESOLUTIONS: (i) That a letter be sent to the Confederation of the Cinque Ports to ask whether, contingent on planning permission being granted for the Medieval Boatyard, the Confederation would be willing to support an apprenticeship on the site.**

**(ii) That the Mayor offer to the Confederation use of the Guildhall for any celebrations to mark the Lord Warden's ten years in office.**

**48.06.14 CORRESPONDENCE**

Councillors received the following correspondence:-

**(i) A letter from CH2M Hill in reference to the 'Consultation regarding Taxi Provision in Dover'.**

**RESOLUTION: That the Council communicate in response to this consultation the current predicament of Sandwich Cars vis-à-vis a live planning application for the building in which their office is situated.**

**(ii) A call for attendance at Kent Association of Local Council 'Councillors Conference 2014' on Saturday 19<sup>th</sup> July 2014 at Lenham Community Centre, Lenham at a cost of £144 per attendee.**

**RESOLUTION: That this information be noted but no Councillor attend.**

**49.06.14 REPORT OF DISTRICT COUNCILLORS**

Cllr Mrs Russell updated councillors about a public meeting of the Save Manston Airport Group on 19<sup>th</sup> July at the Marlowe Academy, Ramsgate, 3:00pm - 6:00pm (Cllr Moorhouse indicated that he would attend this meeting). She also spoke briefly about some information she had recently shared regarding the Canterbury & Coastal Clinical Commissioning Group - in response to an enquiry from Cllr Mrs Laslett, she stated that the decision for the Sandwich area to join this group and not the Dover/Shepway group was made by the local GPs' surgeries. Lastly, she brought to the Council's attention concerns of residents regarding new alarms on the Ash Road level crossing, which were very noisy and intrusive - residents had not been consulted on their installation. Laura Sandys MP has taken up the issue and has asked to meet with Network Rail in this respect. (Cllr Moorhouse reported that he had heard the unmanned non-vehicular crossings between Worth and the Sandwich Bay Bird Observatory may be removed, but was not certain as to the accuracy of this).

**RESOLUTION: That a letter be written to Network Rail on behalf of local residents, raising their complaints, and also asking whether the unmanned non-vehicular crossings between Worth and the Sandwich Bay Bird Observatory are to be removed.**

Cllr Carter stated that he had been involved in bringing several noise issues to Dover District Council's attention and that a local public house is now on DDC's monitoring list as a result.

Cllr Butcher declared an interest in the public house issue mentioned by Cllr Carter, as he is Chair of DDC's Regulatory Committee. He would be on the same committees as in the previous year and reported his dissatisfaction at the increased workload for the Planning Committee, reflecting changing and little-understood guidance from central Government. He stated that the Regulatory Committee was not very busy at the moment with only some requests for extension of use of vehicles as taxis.

**50.06.14 DATE OF NEXT MEETING**

Monday 28<sup>th</sup> July 2014, at 7 pm, in the Council Chamber.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_