

Minutes of a Quarterly Meeting of Sandwich Town Council held Monday 18th August 2014, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

Present: **Councillors:** **The Deputy Mayor, Mrs M Russell (in the chair)**
HJ Bragg
BW Butcher
PI Carter
Mrs S Laslett
Mrs V Lioté
MW Moorhouse
BA Scott
JO Sneller
MB Trussler
JJ Watts
DMA Wood

Officers: **Miss L Fidler & Miss T Weir**

06.08.14 MAYOR'S OPENING COMMENTS

The Deputy Mayor, Cllr Mrs Russell, briefed councillors on the means of escape from the Chamber in the event of fire / emergency.

Councillors were reminded that there would be an Extraordinary Meeting of the Council as Toll Bridge Fund Trustee at 6pm on Thursday 21st August, to consider development of the Museum Forward Plan. Councillors who had problems downloading the emailed agenda and attachment, or who would not be able to attend, were asked to contact Miss Weir.

Councillors were also reminded that there would be a meeting of the Public Amenities Committee on 27th August at 6pm and that a special meeting had been arranged with Southern Water on 1st September at 6pm to discuss public concerns about water metering (this meeting was organised following a resolution of Council on 28th July 2014).

The Deputy Mayor reminded councillors that, as the Town Clerk had recently notified them by email, Dover District Council was consulting on modifications to the Land Allocations Local Plan. This consultation would run until 25th September and it would be discussed at Council on 15th September.

Lastly, the Deputy Mayor informed councillors that she and the Mayor had recently joined *Bringing Alive Sandwich Heritage* (BASH) in afternoon tea with an official visitor from Sandwich, Massachusetts. Councillors were asked to give some thought into ways that the Council could make links with Sandwich, MA. in co-operation with BASH.

07.08.14 APOLOGIES FOR ABSENCE

Apologies were received and accepted from the Mayor, who was on holiday; from Cllr Daw, who was on holiday; from Cllr Mrs Dunay, who was on holiday, and from Cllr Scollard, who had another engagement.

08.08.14 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS.

Cllr Sneller declared a pecuniary interest in agenda items 9 (viii) and (ix) under Planning (14.08.14 (viii) and (ix) in the present minutes).

Cllr Watts declared a non-pecuniary interest in agenda items 9 (v) and (vi) under Planning (14.08.14 (v) and (vi) in the present minutes).

09.08.14 MINUTES

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

- 10.08.14** **TOURISM COMMITTEE MINUTES**
The Minutes of the Tourism Committee Meeting held on 6th August 2013 were received, approved and signed.
RESOLUTION: That the following recommendations be approved:
- That the Town Clerk's office, in conjunction with Mr Laslett, writes a 'Statement of Vision' for Sandwich Town Council, which lists the key points involved in making Sandwich a more pedestrian-friendly and more tourist-friendly town. (This draft 'Statement of Vision' was attached at the end of the Tourism Committee minutes and had been shared with all Committee members subsequent to the meeting).
- That Sandwich Town Council agrees to support this vision.
- 11.08.14** **PAYMENT SCHEDULE**
The schedule of payments, totalling £2,740.68, was received, approved and signed.
- 12.08.14** **PUBLIC RIGHT TO SPEAK**
No requests to speak had been received.
- 13.08.14** **POLICE REPORT**
A written Police Report was submitted to the Council by PCSO Ian Norton. A copy of the Report is attached to the official minutes.
RESOLUTION: That the following points and enquiries be brought to the attention of the local PCSOs:
- The Council has asked to be informed in advance about speed checks and would still wish to be given such advance notice.
- The Council feels that speed checks are needed in the town, not on the A258 Deal-Sandwich road.
- The Council requests information about response times for 101 calls and reiterates its enquiry regarding the number of calls made to the Police from Sandwich which are 999 calls.
- The Council enquires when the local PCSOs last attended a Council meeting in person, and asks them to attend in person again in order that councillors may ask them questions.
- 14.08.14** **PLANNING APPLICATIONS**
Councillors considered the following planning applications:
(i) DOV/13/01044 - Land rear of & 59 New Street, Sandwich, CT13 9BD
Erection of a detached dwelling (existing buildings to be demolished) (amended plans and details).
RESOLUTION: No objections.
(ii) DOV/14/00417 - 4 New Cottages, The Butts, Sandwich, CT13 9HQ
Erection of an attached two storey dwelling.
RESOLUTION: No objections.
(iii) DOV/14/00673 - Flat 1, Gardners Quay, Upper Strand Street, Sandwich, C13 9DH
Installation of replacement windows.
RESOLUTION: No objections.
(iv) DOV/14/00674 - Flat 1, Gardners Quay, Upper Strand Street, Sandwich, CT13 9DH
Installation of replacement windows.
RESOLUTION: No objections.
(v) DOV/14/00695 - 17 New Street, Sandwich, CT13 9AB
Erection of a single storey rear extension and railings to front boundary.
RESOLUTION: No objections.
(vi) DOV/14/00696 - 17 New Street, Sandwich, CT13 9AB
Erection of a single storey rear extension, internal alterations and the provision of railings to the front boundary.

RESOLUTION: No objections.

(vii) DOV/14/00711 - Sandwich Tidal Flood Defences, Sandwich, CT13

Variation of condition 23 of planning permission DOV/12/00656 to relocate mitigation tree planting from the western area of Reach 12, adjacent to the A256 road embankment, to land in Reach 12 to the south and south-west of the junction of Monks Way and Ramsgate Road (application made under section 73).

RESOLUTION: No objections.

(viii) DOV/14/00712 - 1 Potter Street, Sandwich, CT13 9DR

Change of use and conversion of first and second floors to three self-contained flats.

There was some discussion regarding change of use from commercial to residential properties, with some councillors concerned about this, though others felt that affordable housing was a priority. It was noted that this was a reapplication for renewal of a previously-lapsed planning permission. There were concerns about potential highways and waste collection impacts of this conversion.

RESOLUTION: Object on the grounds of highways (specifically parking) and waste collection issues.

(ix) DOV/14/00713 - 1 Potter Street, Sandwich, CT13 9DR

Internal alterations to facilitate the conversion of first and second floors to three self-contained flats.

RESOLUTION: Object on the grounds of highways (specifically parking) and waste collection issues.

(x) DOV/14/00741 - 5 Hazelwood Meadow, Sandwich, CT13 0AP

Erection of a two storey side extension (existing garage to be demolished).

Councillor Moorhouse pointed out that, while this issue was not a concern in the present application, recent applications for side extensions of houses in this area meant that cars were being displaced from garages to roadsides, causing congestion. He asked councillors to be aware of this issue when considering similar applications for extensions in the area.

RESOLUTION: No objections.

15.08.14

PLANNING DECISIONS

The following decisions were reported from Dover District Council:

(i) DOV/14/00475 | Stevens & Carlotti, Pembroke Works, Ramsgate Road, Sandwich CT13 9ST | Installation of 410 solar panels to western facing roofslope and 390 to eastern facing roofslope | GRANTED PERMISSION.

(ii) DOV/14/00468 | 20 Upper Strand Street, Sandwich, CT13 9EL | Crown reduction of oak tree by 3 metres | GRANTED PERMISSION.

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

(iv) DOV/14/00433 | Easter House, 44 King Street, Sandwich CT13 9BL | Installation of a replacement first floor rear window | GRANTED PERMISSION.

(v) DOV/14/00217 | St Bart's Day Nursery, 17 Dover Road, Sandwich CT13 0BS | Variation of Condition 16 of planning permission DOV/99/00735 for the change of use of nursing home to children's day nursery and single dwelling, external alterations and alterations to existing vehicular access; variation to allow a maximum of 80 children at any one time | GRANTED PERMISSION.

(vi) DOV/14/00465 | 5 Upper Strand Street, Gardeners Quay, Sandwich CT13 9DH | Installation of replacement windows to rear and creation of a shower room and utility room within the garage | GRANTED PERMISSION.

(vii) DOV/14/00394 | 50 St Peter's Street, Sandwich CT13 9BS | Internal and external alterations including a replacement window, alterations to staircase, new w.c. and shower, and repointing | GRANTED PERMISSION.

(viii) DOV/14/00592 | 50 St Peter's Street, Sandwich CT13 9BS | Installation of replacement front window | GRANTED PERMISSION.

16.08.14 PLANNING CORRESPONDENCE

Councillors considered the following planning correspondence:

(i) Letter dated 14th July 2014 from John Prosser, Minerals & Waste Planning Policy Manager - KCC, regarding the Kent Minerals & Waste Local Plan (MWLP) 2013-30 Submission Document Consultation, 31st July to 12th September 2014 (item deferred from previous meeting). Councillors discussed issues around limestone deposits in the Sandwich/Canterbury/Thanet corridor and potential exploration for shale gas and oil deposits in East Kent. A proposal that the Council should inform KCC that it did not accept policy CSM8, as insufficiently substantial, and that it recommended deletion of that policy as not legally sound and based on criteria that would not stand up, since regulatory bodies such as the Environment Agency and water boards had said they would not police explorations, was defeated in a vote.

RESOLUTION: To note this document. (Cllr Carter asked that his vote against this resolution be recorded).

(ii) Letter dated 6th August 2014 from Melanie McNeir, Public Rights of Way & Commons Registration Officer - KCC, regarding Wildlife & Countryside Act 1981 - section 53, claimed amendment to Public Footpath ES9 at Sandwich, with copies of previous correspondence relating to this footpath.

RESOLUTION: That the Council should write to KCC, expressing its view that the decision made contradicts the available evidence and is to be regretted; and urging KCC to reconsider its decision.

(iii) Letter dated 12th August 2014 from the Planning Inspectorate (Jill Warren, Senior EIA & Land Rights Advisor on behalf of the Secretary of State) regarding an application for an Order Granting Development Consent for the Richborough Connection Project. (Councillors were asked to refer to relevant documents to which link addresses were given in the letter).

RESOLUTIONS: (i) That the Council should reiterate its objection to the use of pylons.

(ii) That the Council should explore support for this stance from other bodies e.g. Natural England.

17.08.14 FINANCE

The statement of accounts as at 30th June 2014 was received.

RESOLUTION: To note the accounts.

18.08.14 ALLOTMENTS

(i) Councillors received the minutes of the annual meeting of allotment holders, held on Thursday 7th August 2014.

RESOLUTION: That these minutes be referred to the Public Amenities Committee for consideration, in order that the committee may recommend which suggestions proposed within should be taken forward by the Council.

(ii) Councillors considered email correspondence between Miss T Weir, Assistant Town Clerk & Mayor's Secretary, and Denise Roffey, KCC East Kent Area Public Rights of Way Officer, specifically whether to close the path (not a recorded right of way) running through the allotments in order to address the problem of dog fouling which was raised at the annual meeting of allotment holders.

RESOLUTION: That the Town Council request that Dover District Council take this path into its dog fouling order area for enforcement.

19.08.14 TOWN TEAM UPDATE

The Council received the Town Team's draft traffic management paper, *Sandwich - Traffic and Transport Issues*, along with a verbal exposition of

the background to the paper and its contents from Cllr Mrs Laslett. Councillors congratulated Cllr Mrs Laslett and the Town Team on an excellent and thorough paper, while Cllr Mrs Laslett herself gave credit to Mr Richard Ralph for drafting the paper based on Town Team research and discussions.

Cllr Mrs Laslett cited the findings of Sandwich Lorrywatch in support of the paper, which showed that every day an average of 250 heavy vehicles (i.e. over 7.5 tonnes) pass through Sandwich, and that an average of 463 vehicles per hour use New Street, Strand Street and High Street. Volume of traffic through a town essentially laid out in the pre-motorised era was confirmed as a major problem, not assisted by the one-way system and lack of nearby coach parking. Lack of parking, particularly disabled parking, parking charges and pedestrianisation / pedestrian priority were also identified as areas for further consideration.

RESOLUTIONS: (i) That Sandwich Town Council's representatives on the local Joint Transportation Board should request that this report be put on the agenda of the next meeting of the Board, and that the Council's representative attending that meeting (Cllr Scott / Cllr Carter) should speak to this report.

(ii) That the Town Council should request that this report be put on the agenda of the forthcoming Sandwich Neighbourhood Forum meeting (11th September) and that if she considers it would be helpful, Cllr Mrs Laslett should be invited to draft and distribute traffic questionnaires at that meeting to inform further development of proposals in the draft report.

20.08.14

CORRESPONDENCE

Councillors considered the following correspondence:

(i) An invitation to the East Kent Hospitals University NHS Foundation Trust Annual Members' Meeting, on 2nd October 2014 at 6pm, at the Kent County Cricket Club St Lawrence Ground.

RESOLUTION: That this invitation be noted and that any councillors wishing to attend should inform the Town Clerk's office, in order that their details may be passed on to the Trust.

(ii) An invitation to a presentation of the Betteshanger Sustainable Parks Development at the former Betteshanger Colliery, on 3rd September 2014 at 6pm, at Almond House, Betteshanger Business Park.

RESOLUTION: That this invitation be noted and that details be passed to Cllr Carter, who expressed an interest in attending.

(iii) An email dated 30th June 2014 from Bruno Peek LVO OBE OPR regarding *Fly a Flag for the Commonwealth* on 9th - 10th March 2015, to consider whether the Council wishes to participate in this event and the cost of a Commonwealth flag.

RESOLUTION: That a Commonwealth flag be purchased and that the Council should participate in this event.

(iv) A letter dated 29th July 2014 from Bishop Michael Turnbull, Chairman of the Management Committee - Sandwich St Mary's Community Trust, requesting a motion of support for St Mary's with regard to obtaining the permission of the Churches Conservation Trust for the addition of more toilets, a new kitchen and a 'Green Room' at the Centre.

RESOLUTION: That the Council write in support of the Trust's plans, emphasising the potential community benefit of an improved facility.

21.08.14

REPORT OF DISTRICT COUNCILLORS

Due to the summer recess, Cllrs Carter and Mrs Russell did not have anything of relevance to Sandwich to report. Cllr Butcher informed councillors that the District Council's recent decision to refuse planning permission for a solar panel farm at Ash had been upheld at appeal. The District Council had also recently turned down an application for a wind turbine at Eastry. He

emphasised that the District Council's Planning Committee was willing to make decisions against officer advice, if committee members believed that advice to be incorrect.

22.08.14

DATE OF NEXT MEETING

Monday 15th September, at 7:00pm, in the Council Chamber.

Signed: _____ **Date:** _____