

Minutes of an Ordinary Meeting of Sandwich Town Council held on Monday 15th September 2014, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

Present: Councillors: The Mayor
BW Butcher
PI Carter
RA Daw
Mrs JL Dunay
Mrs V Liote
Mrs M Russell
JP Scollard
MB Trussler
JJ Watts

Officer: Miss L. Fidler

01.09.14 MAYOR'S OPENING COMMENTS

The Mayor made the following comments:

- The Sandwich Festival organisers were congratulated on having arranged another superb event, which was very successful in spite of the heavy rain on the Bank Holiday Monday.
- Following a DDC Traffic Forum Meeting County Councillor Leyland Ridings has agreed to fund a Traffic Survey of the town and double yellow lines on part of Sandown Road.
- The Council's Battle of Britain Commemoration on the morning 15th September was a great success, the Mayor thanked the Revd. Canon Mark Roberts and Miss T Weir, Mayor's Secretary, for their hard work.

02.09.14 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Bragg who was on holiday; Cllr Sneller who had another commitment, Cllr Moorhouse who had a work commitment; Cllr Mrs Laslett who was unwell; Cllr Scott who was on holiday and the Revd. Roberts. After the meeting it was clarified that Cllr Wood had tried to send his apologies, due to a work commitment, but the message had not been sent due to a technical error.

03.09.14 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

The following declarations were made:

Cllr Butcher: Item 14(i) matters relating to Sandwich United Charity (Cllr Butcher is a preferred contractor for the charity).

Cllrs Graeme, Mrs Russell and Trussler: Item 14(i) matters relating to Sandwich United Charity (these Councillors are also Trustees of this charity).

04.09.14 MINUTES

The Minutes of the Quarterly Town Council Meeting, held on 18th August 2014, were received, approved and signed. There were no matters arising therein not covered elsewhere on the agenda.

05.09.14 PUBLIC AMENITIES COMMITTEE

The Minutes of the Public Amenities Committee Meeting held on 27th August 2014, were received, approved and signed.

RESOLUTION: That the following recommendation be approved:

Cattle Market Public Conveniences

(i) That the Town Council obtain three quotes for internal redecoration of the Cattle Market Public Conveniences.

(ii) That the Town Council approach Dover District Council with the aforementioned quotes in order to seek agreement that the Town Council will commission the work in the current financial year but be reimbursed by DDC in 2015/16.

(iii) That the Town Clerk's office respond to the visitor who made the comment on 6th June 2014, to let her know that the Town Council is looking into having the conveniences redecorated.

Bulwarks Play Area

(i) That the Town Council incorporate sufficient provision into its budget over the next two to three years for the eventual replacement of new equipment at the Bulwarks.

(ii) That the Town Clerk's office investigate by checking with the Health & Safety Executive whether Dover District Council's concerns regarding free installation of the play equipment are correct or whether there is some way around these concerns.

Black Lane Allotments

(i) That installation of a tap at the end of the allotments by plot 17 be investigated further with a view to the allotment holders taking this forward, providing that they develop a suitable specification and obtain and use the correct equipment.

(ii) That allotment holders' view regarding the potential need for a secure fence around the site be incorporated in to the Town Council's response to the current consultation on Major Modifications to the Dover District Land Allocations Local Plan.

(iii) That the Town Council's office should include, in the next round of February renewal letters, an enquiry as to whether allotment holders are individually interested in an association - and to keep a tally of replies to gauge interest - and whether, if interest were sufficient, they would be happy for the Council to share their details with other allotment holders co-ordinating the set-up of an association.

06.09.14. PAYMENT SCHEDULE

The schedule of payments, totalling £21,769.30, was received, approved and signed with two minor amendments.

07.09.14 POLICE REPORT

Apologies were received from PCSOs Norton & Lee. A written report, a copy of which is attached to the official minutes, was read out by the Clerk for the 14th August - 14th September 2014. The Council were pleased to note that speed checks on Sandown Road had resulted in Traffic Offence Reports being issued.

RESOLUTION: The police will be encouraged to continue with vehicle speed checks so that the public become aware that enforcement is in place and reduce their speed accordingly.

(i) A response from Ann Barnes, Kent Police & Crime Commissioner to a letter from Cllr Wood of 6th April 2014. Concern was expressed that the recent theft of money from a church demonstrates that the public are becoming complacent with the absence of a police force within the town.

RESOLUTION: A meeting with Mrs Barnes, or a senior officer, will be requested to discuss the ongoing concerns.

08.09.14 PUBLIC RIGHT TO SPEAK

No requests to speak had been received.

09.09.14 PLANNING APPLICATIONS

(i) **DOV/14/00782** | Installation of replacement UPVC windows and entrance door. | The Swallows, Manwood Road, Sandwich, CT13 9JU

RESOLUTION: No objections raised.

(ii) **DOV/14/00811** | Internal alterations to facilitate the provision of a wood burning stove | Gulls Way, 35 Moat Sole, Sandwich, CT13 9AU

RESOLUTION: No objections raised.

(iii) **DOV/14/00803** | Erection of a single storey side and rear extension (existing extension to be demolished) . | 54 Poulders Gardens, Sandwich, CT13 0AJ

RESOLUTION: No objections raised.

(iv) **DOV/14/00807** | Change of use to Drinking Establishment (Use Class A4) | 6 King Street, Sandwich, CT13 9BY. Councillors raised concerns about the suitability of the property and the location for a drinking establishment, however, it was noted that the objections being raised would no considered as material considerations by the planning authority.

RESOLUTION: The application should only be approved with the condition that no consumption of alcohol should be allowed to take place outside the premises due to concerns about anti-social behaviour and disruption to the highway.

(v) **DOV/14/00790** | Erection of a single storey and two storey rear extension | 7 John's Green, Sandwich, CT13 0DE

RESOLUTION: No objections raised.

(vi) **DOV14/00796** | Installation of new rooflights, demolition of rear chimney stack and extension of existing side chimney stack, changes to roof materials and provision of new cast iron rainwater goods | 9 Upper Strand Street, Sandwich, CT13 9EE

RESOLUTION: No objections raised but request that Old Kent Pegs are used instead of being replaced with Slate.

(vii) **DOV/14/00702** | Part demolition of garage for access to rear and reinstatement after works have been completed | King's Lodging, 46 Strand Street, Sandwich, CT13 9EX

RESOLUTION: No objections raised.

10.09.14 PLANNING DECISIONS

The following decisions were reported from Dover District Council:

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

(ii) **DOV/14/00666** | Erection of side and rear dormer roof extensions | 1A Bowling Street, Sandwich, CT13 9HA | Granted Permission

(iii) **DOV/14/00629** | Erection of a single storey rear extension (existing extension to be demolished) | 7 Fisher Street, Sandwich, CT13 9EJ | Granted Permission

(iv) **DOV/14/00630** | Erection of a single storey rear extension (existing extension to be demolished) | 7 Fisher Street, Sandwich, CT13 9EJ | Granted Permission

(v) **DOV/14/00703** | Installation of replacement front door | 7 Fisher Street, Sandwich, CT13 9EJ | Granted Permission

(vi) **DOV/14/00684** | Installation of a replacement front door | 7 Fisher Street, Sandwich, CT13 9EJ | Granted Permission

(vii) **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 | Granted Permission

(viii) **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 | Granted Permission

(ix) **DOV/14/00663** | Part demolition of garage for access to rear and reinstatement after works have been completed | The King's Lodgings, 46 Strand Street, Sandwich, CT13 9EX | Granted Permission

(x) **DOV/14/00648** | Installation of a roller shutter and gate (existing gates to be removed) | 6 Potter Street, Sandwich, CT13 9DR | Granted Permission

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

11.09.14 PLANNING CORRESPONDENCE

The following planning correspondence was considered:

(i) Dover District Council's consultation on proposed Main Modifications to the Land Allocations Local Plan, proposed by the Inspector following his examination in January and

February 2014, in order to address issues of legal compliance and soundness. The Council were pleased to note many of the amendments made by the Inspector, especially the need to the leisure centre and school to have room for development.

RESOLUTION: The following concerns will be forwarded to Dover District Council:

- For both LA 14 (Land to the west of St Bart's Road) and LA 16 (Land adjacent to Sandwich Technology School, Deal Road) Southern Water has advised that "there is insufficient sewerage capacity directly available to serve this site". Main Modifications to the document state that "developers should provide a connection to the sewerage system at the nearest point of adequate capacity. However, the nearest possible junction could be at a considerable distance from the planned proposal. There are already sewerage problems within the town and the Council is concerned that the problems highlighted by Southern Water have not been appropriately addressed.
- In LA 16 (Land adjacent to Sandwich Technology School, Deal Road) emergency access to the site will be from Dover Road. The Council is concerned that this would become an secondary access route to the site, which would be inappropriate (as stated by KCC Highways "Dover Road is not suitable to serve any further large scale development due to the number of accidents at the junction of Dover Road and Deal Road").
- In LA 16 (Land adjacent to Sandwich Technology School, Deal Road) the hedge along Deal Road is historic and should be protected and maintained.
- In LA 14 (Land to the west of St Bart's Road) emergency access to the site will be from St. Barts Road. Presumably this would be across the Black Lane Allotments, however, how is this possible when the allotments are to be maintained and protected? There is not a route across the allotments that could be used by an emergency vehicle.

(ii) The 'Dover Gypsy, Traveller and Travelling Showpeople Local Plan - Sustainability Appraisal (SA) Scoping Report and Stakeholder Event', the consultation period ends on Monday 6th October.

RESOLUTION: This information was noted.

(iii) A response from KCC's Regulatory Services Group in response to our letter of 3rd September regarding the claimed amendment to the Public Footpath ES9. The Council considered whether the matter should be taken to the Planning Inspectorate. The Council was in agreement that the amendment to Public Footpath ES9 has been dealt with incorrectly by KCC's Public Rights of Way Team.

RESOLUTION: The implication of contacting the Planning Inspectorate (input and cost) will be investigated before the Council decided to launch a formal appeal.

(iv) To consider whether a meeting with National Grid should be arranged in response to an email of the 10th September 2014.

RESOLUTION: Representatives from National Grid will be asked to attend a pre-meeting of the Council.

12.09.14 FINANCES

To consider the following financial information:

(i) The Statement of Accounts as at 31st August 2014.

RESOLUTION: This information was noted.

(ii) If/how many Town Guides 2014 should be purchased (the initial purchase of 12,000 has run out).

RESOLUTION: No further Town Guides will be printed in the current year. When the guide is updated for 2015 a greater number will be considered for the print run of that year (possibly 15,000 instead of the usual 12,000).

(iii) A fund raising request from Ms J Hayles, £250 requested towards a trip to India for students of Sir Roger Manwood's School.

RESOLUTION: The Trustee of Sandwich Toll Bridge Fund will be asked to consider if free room hire at the Guildhall can be provided for Ms Hayles, to assist with her fundraising efforts. A cash grant will not be approved.

(iv) A letter and report from the Projects Manager at The Gazen Salts Nature Reserve regarding the required funding to repair the reserve over the next two years was receive.

RESOLUTION: This information will be considered by the Finance Committee.

13.09.14 NEWSLETTER

To consider the draft newsletter for October - December 2014.

RESOLUTION: The newsletter was approved for distribution.

14.09.14 CORRESPONDENCE

Members considered the following correspondence:-

(i) To nominate two Trustees of Sandwich United Charity to serve a term of four years, these individuals need not be current Councillors.

RESOLUTION: Mrs Delia Creedy and Cllr Richard Daw were nominated as the Council's Trustees to Sandwich United Charity.

(ii) To consider the content of the Dover District Parish Charter that has been drafted by the Kent Association of Local Councils.

RESOLUTION: This information was noted.

(iii) Nomination of a Community Flood Warden to work with Guy Gardener, Resilience Officer Kent Resilience Team.

RESOLUTION: Mr S Sheppard will be invited to attend this training alongside Cllr Mrs Russell.

(iv) A letter from a local resident regarding various traffic concerns within the town. The Council were fully in agreement with the concerns raised around poor parking and driving habits that have developed in the town due to lack of parking enforcement.

RESOLUTION: A response will be written to the local resident to thank her for taking the time to raise these issues and report that:

- **Funding from KCC Highways is about to be forthcoming, to begin with there is going to be a traffic survey and double yellow lines on part of Sandown Road.**
- **These concerns will also be passed to Kent Police.**

15.09.14 REPORT OF DISTRICT COUNCILLORS

Cllr Carter reported on:

- The outcomes from the Neighbourhood Forum, a lot of very good ideas were raised regarding traffic and transportation and funding for improvements is forthcoming. Dover District Council is pushing forward various improvements but needs the County Council on board.
- A meeting of Dover Joint Transportation Board has taken place and the Ramsgate Road Improvement Scheme will be going ahead.
- DDC is currently enforcing the restriction against mobile homes parking on the seafront.
- A full meeting of DDC on Wednesday 17th September will be covering various issues relating to Sandwich.

Cllr Mrs Russell reported on:

- An email that she had received from Sally Benge, Strategic Transport & Development Planner at KCC, regarding various planned works within the town. The town council will be consulted on all work to take place.
- Kent County Council is considering creating a Big Society-style charitable trust to run libraries as part of its outsourcing programme.

Cllr Butcher reported on:

- The various meetings that he has coming up (Regulatory, Standards, Full Council).
- The work of the Standards Committee in trying to regulate the actions of elected members.

- The outcome of the Planning Committee meeting – Cllr Butcher asked if anyone had any queries about the outcomes from this meeting.

16.09.14

DATE OF NEXT MEETING

Monday 20th October 2014, at 7 pm, in the Council Chamber.

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