

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

Present: Councillors: The Mayor
H J Bragg
B W Butcher
P I Carter
R A Daw
Mrs V Liote
M W Moorhouse
Mrs M Russell
J P Scollard
B A Scott
J O Sneller
M B Trussler
J J Watts
D M A Wood

Officer: Miss L. Fidler

01.12.14 MAYOR'S OPENING COMMENTS

The Mayor made the following comments:

- Dover Joint Transportation Board have agreed that Sandwich Town Council and County Councillor Leyland Ridings can take forward the various traffic management proposals identified by the Town Team.
- All Councillors were invited to join the Mayor for refreshments after the meeting.

02.12.14 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Mrs Laslett who was unwell and Cllr Mrs Dunay who had another commitment.

03.12.14 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

The following Other Significant Interests were declared:

Cllr Butcher: Item 09.12.14 matters relating to new planning applications (Cllr Butcher is the Vice Chairman of DDC's Planning Committee).

Cllr Carter: Item 18.12.14 (iii) matters relating to Sandwich Technology School (Cllr Carter is on the Board of Governors).

04.12.14 MINUTES

The Minutes of the Quarterly Town Council Meeting held on Monday 24th November 2014, were received, approved and signed. There were no matters arising from those minutes not covered elsewhere on the agenda.

05.12.14 EVENTS & ENTERTAINMENT COMMITTEE MINUTES

(i) The Minutes of the Events & Entertainment Committee Meeting, held on 24th November 2014, were received, approved and signed.

RESOLUTION: The following recommendations from the Committee were approved:

Curfew Ringers Dinner 2015:

- All Ringers, past and present, be asked to pay a contribution of £5 towards this year's dinner.
- Any shortfall be made up by virement from elsewhere in the Council budget (e.g. from under 'Miscellaneous')

- That the expenditure and other arrangements proposed in the event summary sheet be approved but that postage costs be reduced by use of email to send invitations where possible.

Mayor's Cocktail Party 2015

- That any shortfall be made up by virement from elsewhere in the Council budget.
- That the expenditure and other arrangements proposed in the event summary sheet be approved but that postage costs be reduced by use of email to send invitations where possible.

Mayor Making (Annual Meeting of the Council) 2015

- That all other arrangements and expenditure proposed in the event summary sheet be approved.

Civic Sunday Service & Parade

- This event will take place on Saturday 18th July 2015.
- All arrangements and expenditure proposed in the event summary sheet be approved.

Non-Scheduled Events 2015

- A black tie dinner will be held at the Guildhall on 24th January to mark the 50th anniversary of Sir Winston Churchill's death.
- The Council will link into any celebrations organised by the Confederation of the Cinque Ports to mark the 10th anniversary of the installation of the Lord Warden, rather than pursue any independent commemorative activity.
- The Council will defer consideration of commemoration of HM the Queen achieving the record of longest-reigning British monarch until this has been considered by a special meeting of the Standing Joint Committee of the Confederation of the Cinque Ports on 26th January 2015.

(ii) Members received and considered an Event Summary Sheet for an event to commemorate the 50th anniversary of the death of Winston Churchill, as discussed at the last meeting of the Events & Entertainment Committee on 24th November 2014.

RESOLUTION: All arrangements and expenditure proposed in the event summary sheet be approved.

06.12.14

PAYMENT SCHEDULE

The Schedule of Payments, totalling £20,591.52, was received, approved and signed.

07.12.14

PUBLIC RIGHT TO SPEAK

There were no requests to speak.

08.12.14

POLICE REPORT

A report from PCSO Ian Norton was read out by the Clerk, a copy of which is attached to the official minutes. The Clerk clarified that the calls made recently regarding the problems at the Guildhall had been categorised as 'vagrancy' not 'anti-social behaviour'. Cllr Butcher reported that he knows an instance of graffiti has also been recorded, but this is not mentioned in the report.

RESOLUTION: This information was noted.

09.12.14

PLANNING APPLICATIONS

(i) DOV/14/01069 – Sandwich Lawn Tennis Club, Sandown Road, Sandwich CT13 9JZ

Erection of a new clubhouse. The Council received written representation from five local residents regarding this application.

RESOLUTION: Recommend refusal of the application, unless the clubhouse is rotated 90 degrees to face the tennis court; this will alleviate some of the visual impact and noise pollution issues.

(ii) DOV/14/01080 – 25 Sandown Road, Sandwich CT13 9NY

Erection of a single storey front extension.

RESOLUTION: Raise no objections.

(iii) DOV/14/01096 – 2 Cattle Market, Sandwich CT13 9AG

Internal and external alterations to facilitate division into two self-contained units.

RESOLUTION: Raise no objections.

(iv) DOV/14/01113 – HSBC, 10 Cattle Market, Sandwich CT13 9AQ

Installation of a replacement ATM.

RESOLUTION: Raise no objections.

(v) DOV/14/01114 – HSBC, 10 Cattle Market, Sandwich CT13 9AQ

Installation of a replacement ATM and associated alterations.

RESOLUTION: Raise no objections.

(vi) KCC/DO/0354/2014 – East Kent Waste Recovery Facility, River Road, Discovery Park, Sandwich, Kent, CT13 9FN

Change of use of the land to extend the waste storage facilities. Cllrs Mrs Russell and Watts provided further information, attached to the official minutes, from a site meeting that took place on 12th December.

RESOLUTION: Raise no objections.

10.12.14

PLANNING DECISIONS

(i) DOV/13/00867 – Land Adjacent to, 10 Dover Road, Sandwich, CT13 0BN

Proposed new foodstore, doctor's surgery and pharmacy, together with associated car parking, landscaping, courtyard and service yard. Granted Permission.

(ii) DOV/14/00677 - Wall rear of King's Lodging, 46 Strand Street, Sandwich CT13 9EX

Removal of modern upper part of the existing boundary wall, fronting the River Stour, to just below ground level and the erection of a new flood defence wall in front of the existing wall. Granted Permission.

(iii) DOV/14/00797 – 9 Upper Strand Street, Sandwich, CT13 9EE

Internal & external alterations to include improved ventilation, alterations to various fireplaces, provision of en-suite facilities, new rooflights, solar panels, demolition of rear central chimney stack and extension of existing side chimney stack, changes to roof materials and provision of new cast iron rainwater goods. Granted Permission.

(iv) DOV/14/00796 - 9 Upper Strand Street, Sandwich, CT13 9EE

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. Granted Permission.

(v) DOV/14/00951 - 97 St George's Road, Sandwich, CT13 9LE

Sycamores x 2 - reduce by 3 metres and re-shape Holly - reduce by 2 metres and reshape Sycamore x 1 - Fell Sycamore x 2 crown reduce by 30% . Raise No Objection.

(vi) DOV/14/00915 - King's Lodging, 46 Strand Street, Sandwich CT13 9EX

Erection of a trellis. Granted permission.

11.12.14

PLANNING CORRESPONDENCE

Members received and considered the following planning correspondence:

(i) Two letters (dated 8th November and 9th December 2014, but both received on 9th December) from Professor & Mrs Roy Chisholm regarding planning application DOV/14/00985 – Market Place Surgery, Cattle Market, Sandwich, CT13 9ET – Erection of a single storey side extension. The Town Council had previously considered this application at the meeting on 24th November 2014 and resolved to “*raise no objections in principle but stipulate that secure and adequate access for residents via the new ‘alley’ be given; the access route must be wide enough for a wheelchair (including*

turning space on the bend) and a lockable gate should be considered for use by the relevant local residents". Cllr Butcher confirmed that he has personally received representation from Professor & Mrs Roy Chisholm and passed everything directly to the appropriate officers at DDC. Cllr Scollard provided further information about the concerns raised, following a meeting that he had with the local residents.

RESOLUTION: The concerns of Professor & Mrs Roy Chisholm will be forwarded to DDC Planning Department, with a note that Sandwich Town Council fully supports the proposal that the gate of 27 Moat Sole be moved by the developer so that these residents have an improved access route to the car park.

12.12.14

FINANCE

Members received the statement of accounts as at 30th November 2014.

RESOLUTION: This information was noted.

13.12.14

SANDWICH PARK PROJECT

Members received an update from Cllr Sue Chandler (Deputy Leader of Dover District Council & Portfolio Holder for Housing, Children's Services and Safeguarding, Youth and Community Safety) and Kirsty Ash (Community Development Officer, Dover District Council) regarding the Sandwich Park Project.

RESOLUTION: The Public Amenities Committee will be convened to consider the proposal.

14.12.14

TOURISM COMMITTEE MEMBERSHIP

Members considered co-opting John Hennessy, Jacqui Linning and Isabelle Crean as non-voting members of the Tourism Committee.

RESOLUTION: All three volunteers were accepted as new non-voting members of the Tourism Committee.

15.12.14

SANDWICH EMERGENCY PLAN

Cllr Mrs Russell provided a verbal update on the Sandwich Emergency Plan; specifically the 'Useful Information Leaflet', which is now ready for distribution, and the emergency centre supply suitcase, which is nearly completed.

RESOLUTION: Congratulations were given to Cllr Mrs Russell for her tremendous hard work and this information was noted.

16.12.14

NEWSLETTER

Members considered the draft Council newsletter for January – March 2015.

RESOLUTION: The newsletter was approved with a minor amendment to the list of local contacts. It was also agreed that the Sandwich Emergency Plan 'Useful Information Leaflet' will be included with the newsletter.

17.12.14

NEIGHBOURHOOD PLAN

The Mayor provided a verbal update on the development of the Neighbourhood Plan, which had been put on hold whilst the Planning Inspector reviewed the Land Allocations Local Plan. There are two new local residents who have volunteered to take the Neighbourhood Plan forward and the Mayor will meet with them in the New Year to discuss the proposal.

RESOLUTION: This information was noted.

18.12.14

HIGHWAYS & TRANSPORTATION

(i) Members received and considered a response dated 27th November 2014 from Iain Regnier-Wilson, Client Liaison Officer (Traffic Schemes) – Kent Highways, to the Council's letter regarding the St George's Lees / St George's Road junction. Councillors expressed their dismay that Mr Regnier-Wilson had clearly not read the

Council's previous correspondence correctly; his response suggests that contact is made with the Town Council.

RESOLUTION: When the meeting with Kent Highways takes place to discuss safety issues at Sandwich Technology School this problem at St George's Less/St George's Road will also be discussed.

(ii) Members received and considered an email from Stewart Fowler, Kent Graduate Programme – Highways & Transportation, regarding engagement with local councils about the KCC Thanet Parkway Project.

RESOLUTION: A pre-meeting with Mr Fowler will be arranged.

(iii) To receive and consider the attached email correspondence, forwarded for the Town Council's attention, between Andy Fisher – School Business Manager, Sandwich Technology School, Chris Buchanan – Deputy Head, Sir Roger Manwood's School, and Southeastern Railway, regarding planned changes to the train timetables from Sandwich intended to take place from 11th January 2015. The Mayor reported that he has spoken with both schools and it appears that Sir Roger Manwood's School will need to change their timetable.

RESOLUTION: A letter will be sent to Southeastern Railway requesting an explanation for the change (if it is to meet up with the high speed service, why couldn't the high speed service be brought forward instead?), asking why the local services were not consulted on the change, and expressing the Council's concern that a large number of pupils from different schools being cooped up on the same train will cause difficulties – Southeastern Railway have dismissed the legitimate concerns of the schools and the Council is very disappointed with the outcome.

(iv) To receive and consider the attached letter from Mrs L.J. Gardener regarding the installation of inappropriate lamp-posts in the conservation area.

RESOLUTION: The local resident will be thanked for bringing this matter to the Council's attention. This information was noted.

19.12.14

CORRESPONDENCE

Members received the following items of correspondence:

(i) Letter dated 3rd December 2014 from Sonia Jackson, regarding the steps linking the Millwall with New Street. Cllr Trussler reported that he has a plan for the town walls that was drafted a few years ago in conjunction with DDC that would result in the town walls becoming wheelchair accessible by adding a ramp next to the steps. A handrail would also assist with movement. These plans were not progressed due to lack of funding.

RESOLUTION: The plan for the town walls drafted with DDC a few years ago will be re-investigated.

(ii) Letter dated December 2014 from Graham Smith – Chairman, Cinque Ports Hundred Organising Group & Secretary, Long Distance Walkers Association Kent Group, regarding the Association's annual 100-mile challenge walk in 2018.

RESOLUTION: Sandwich Town Council fully supports this project.

(iii) Email dated 4th December 2014 from David Carson, regarding the 'empty homes premium'.

RESOLUTION: This information was noted.

(iv) Two letters from local residents regarding Christmas Lights.

RESOLUTION: This information was noted.

20.12.14

REPORT OF DISTRICT COUNCILLORS

Cllr Butcher reported that:

- This week he will be attending meetings for Standards, Licensing and Planning, there is nothing on any of these agendas that is pertinent to Sandwich.
- Further details of the Waitrose planning application had been agreed, such as planting of trees, a new flint wall, new hedges – all the details that will help blend the development into the surrounding area.
- ‘Outline Planning Permission’ only for the master plan at the Discover Park, including supermarket, has been granted. This is a theoretical approval at present, no details have been submitted for the supermarket at the present time; when this happens it will take various meetings to get all the details agreed.

Cllr Mrs Russell had no further information to report from DDC.

Cllr Carter had a meeting of Dover Joint Transportation Board to report, but this had already been mentioned by the Mayor.

21.12.14

EXEMPT BUSINESS

(i) It was agreed 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.

(ii) TOWN CLERK’S APPLICATION TO BE A MAGISTRATE

Members received notification that the Town Clerk has applied to become a magistrate and consideration was given as to whether this presents any conflicts of interest with her employment.

RESOLUTION: The Council supports the Town Clerk’s application to become a magistrate.

22.12.14

DATE OF NEXT MEETING

Monday 26th January 2015, at 7 pm, in the Council Chamber (Ordinary Meeting).