

21st January 2015

Dear Councillor,

An **Ordinary** Meeting of Sandwich Town Council will be held in the Council Chamber at the Guildhall on **Monday 26th January 2015** at 7 p.m. at which your attendance is requested.

AGENDA

1. MAYOR'S OPENING COMMENTS

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS.

4. MINUTES

To approve the Minutes of the Ordinary Town Council Meeting held on Monday 15th December 2014 and to consider any matters arising from those minutes not covered elsewhere on this agenda.

Attach 1

5. TOURISM COMMITTEE

(i) To receive the Minutes of the Tourism Committee Meeting, held on 14th January 2015, and to consider the Recommendations contained therein.

Attach 2

(ii) As per the Minutes of the Tourism Committee, to receive and consider the attached draft Forecourt Policy, as drafted by Mr Steve Laslett.

Attach 3

6. MONKS WALL NATURE RESERVE MANAGEMENT COMMITTEE

To receive the Minutes of the Monks Wall Nature Reserve Management Committee Meeting, held on 19th January 2015, and to consider the Recommendations contained therein.

Attach 4

7. PAYMENT SCHEDULE

To approve the payment schedule.

Attach 5

8. PUBLIC RIGHT TO SPEAK

A 15 minute session is set aside at this stage of the meeting to enable members of the public to speak. (Written notice of the desire to exercise the right to speak, and of the topic to be addressed, must be given to the Town Clerk prior to 4 pm on the Friday before the meeting).

9. POLICE REPORT

To receive a report from the local policing team and to receive the attached report by the Town Clerk regarding criminal activity Christmas and New Year 2015.

Attach 6

10. PLANNING APPLICATIONS (plans on view from 6.30 pm)

(i) DOV/14/01144 – Stour Lodge, Sandown Road, Sandwich, CT13 9JZ

Retrospective application for the erection of a detached garage.

(ii) DOV/14/01197 – Land adjacent to the slipway, The Quay, Sandwich, CT13 9EN

Erection of a two storey oak framed workshop.

(iii) DOV/14/01181 – Sir Roger Manwood School, Manwood Road, Sandwich, CT13 9JX

Erection of a new technology block and creation of additional parking (existing technology block and mobile buildings to be demolished).

(iv) DOV/14/01224 – 5 St George’s Road, Sandwich, CT13 9JR

Erection of single storey and rear extensions and creation of additional parking (existing garage to be demolished).

(v) DOV/15/00013 – 7 Fisher Street, Sandwich, CT13 9EJ

Re-painting of front and rear elevations, walls and windows.

11. PLANNING DECISIONS

To receive a report on planning decisions received from Dover District Council.

12. PLANNING CORRESPONDENCE

To receive and consider the following correspondence / invitations:

(i) An invitation to four councillors to attend a Stakeholder Workshop on Wednesday 25th February 2015, 6pm – 9pm, in the Main Hall, Guildhall, regarding the Sandwich Parks Project (no attachment is provided for this agenda item).

(ii) An invitation to respond to Thanet District Council’s consultation on the preferred options for Thanet’s new Local Plan. Please note that the consultation document and questionnaire may be downloaded from <https://consult.thanet.gov.uk>.

Attach 7

(iii) A proposal for a “Sandwich Environment and Surrounding Area Study” (SEASAS) from Dr Stephen C. Fuller, including a proposal that costs of preparation of maps and publication of the study be met by contributions from a range of authorities and organisations, including Sandwich Town Council.

Attach 8

(iv) An update from Cllr Mrs Russell regarding handling of radioactive waste at the East Kent Waste Recovery Facility (Augean) and to consider whether Augean should be invited to brief the Council.

Attach 9

13. FINANCE

(i) To receive the statement of accounts as at 31st December 2014.

Attach 10

(ii) To receive a copy of Sandwich Town Council’s Formal Town / Parish Precept Demand Notice, including updated information regarding generation of the total resource requirement (councillors are asked to note that the tax base has increased and so the council tax charge will increase by less than was originally discussed).

Attach 11

(iii) To consider and if appropriate approve the attached press release regarding the 2015/16 budget.

Attach 12

14. STONAR CUT

To receive a verbal update from Cllr Mrs Russell regarding a meeting she attended concerning operation of the Stonar Cut, details of which are attached.

Attach 13

15. REFURBISHMENT OF THE CATTLE MARKET CONVENIENCES

To receive and consider the attached report by the Assistant Town Clerk & Mayor’s Secretary regarding refurbishment of the Cattle Market Conveniences.

Attach 14

16. REPRESENTATION ON OUTSIDE BODIES

(i) To receive and consider a letter dated 8th December 2014 from Peter Gibson, Chair of Trustees – Dover, Deal & District Citizens’ Advice Bureau, regarding a proposed right to vote to be awarded to the Council’s representative, Cllr Scollard.

Attach 15

(ii) To receive and consider an email dated 5th January 2015 from Howard Norton, Sandwich Town Team, regarding the new *Sandwich Town Team Charter* and participation on a regular or ad hoc basis by the Mayor and/or Deputy Mayor in Town Team meetings, and to receive and consider a copy of the *Charter* which was attached to Mr Norton's email.

Attach 16

(iii) To receive and consider an email dated 20th January 2015 from Cllr Carter requesting permission to step down as a Council representative from the Sandwich Festival committee.

Attach 17

17. HIGHWAYS & TRANSPORTATION

(i) To receive information regarding the Thanet Parkway Railway Station project. Councillors are asked to note that public consultation on this project will run between 2nd February and 27th March 2015, with public consultation events at Sandwich Guildhall on 19th February (12 noon – 8pm) and at the Discovery Park Enterprise Zone on 24th February (10am – 5pm).

Attach 18 (distributed by email)

(ii) To receive a letter dated 12th December 2014 from David Hall, Deputy Director of Highways, Transportation & Waste – KCC, regarding "Safe & Sensible Street Lighting" (this letter forming a response to the Council's letter of 20th November 2014, also attached).

Attach 19

(iii) To receive a letter dated 30th December 2015 from Clive Wake and an email dated 30th December 2014 from Dan Marsh concerning various street lighting issues in Sandwich, including 'out of character' street lights (please note that the email from Mr Marsh has already been forwarded to the local KCC street lighting engineer for attention regarding the faults raised).

Attach 20 a & b

18. CORRESPONDENCE

To receive and consider the following items of correspondence / information:

(i) Notes and slides from the Annual Town & Parish Council Event on 8th December 2014 at Dover District Council head offices, Whitfield (please note the slides will be sent by email).

Attach 21 a (notes) & b, c, d, e, f (slides – distributed by email)

(ii) Letter dated 9th December 2014 from the Local Government Boundary Commission for England and supporting information regarding an electoral review of Kent County Council.

Attach 22

(iii) An email dated 8th January 2015 from Kath Hastilow, Horticulture & Administration Officer – Dover District Council, regarding yew trees in Boatman's Hill Cemetery.

Attach 23

(iv) An email dated 9th January 2015 from Michael Hill OBE, KCC Cabinet Member for Community Services, regarding a consultation on the future delivery of Library, Registration & Archive services in Kent. Please note that further information about the consultation may be found at <http://www.kent.gov.uk/lraconsultation>.

Attach 24

(v) Notes of the Committee Meeting of the Friends of Poulders Play Area held on 13th January 2015.

Attach 25

19. REPORT OF DISTRICT COUNCILLORS

20. DATE OF NEXT MEETING

Monday 16th February 2015, at 7 pm, in the Council Chamber (**Quarterly Meeting**).

LAURA FIDLER
Town Clerk