

Minutes of a Quarterly Meeting of Sandwich Town Council held Monday 16th February 2015, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

Present: **Councillors:** **The Mayor (in the chair)**

HJ Bragg
BW Butcher
RA Daw
Mrs J Dunay
Mrs V Lioté
MW Moorhouse
Mrs P Russell
JP Scollard
BA Scott
JO Sneller
MB Trussler
JJ Watts
DMA Wood

Officer: **Miss L Fidler**

09.02.15 MAYOR'S OPENING COMMENTS

The Mayor thanked everyone who attended the Cocktail Party on the 13th February, donations totalling nearly £5000 were given to local charities and organisations.

The Mayor has recently walked around the town with PCSO Doreen Lee and he was very pleased to note how well PCSO Lee knew the town, the people and the local issues.

The Mayor also welcomed the very exciting news concerning the town's copy of the Magna Carta and Charter of the Forest.

10.02.15 APOLOGIES

Apologies were received and accepted from Cllr Carter (who was on holiday) and Cllr Mrs Laslett (due to ill health).

11.02.15 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

The Mayor declared a significant interest in agenda item 10.(iii), minuted here as 18.02.15 (i)(a) and (b), planning application DOV/14/01181.

Cllr Butcher declared a significant interest in all matters relating to DDC Regulatory, Licensing, Standards and Planning.

12.02.15 MINUTES

The Minutes of the Ordinary Town Council meeting, held on Monday 26th January 2015, were received, approved and signed.

13.02.15 FINANCE COMMITTEE MINUTES

The Minutes of the ordinary meeting of the Finance Committee, held on Monday 26th January 2015, were received, approved as accurate and signed.

RESOLUTION: That the following recommendations of the Finance Committee be approved:

- That £150 grant be awarded to the White Cliffs Duke of Edinburgh Award Panel to be used in organising the Annual Presentation of Awards 2015, and that an offer be made to the Panel of free use of the Guildhall for this event in future years.
- That the grant request by St Peter's Church Organ Fund for £100 be refused.
- That the Becker Ensemble be granted £250.

14.02.15

TOURISM COMMITTEE MINUTES

The Minutes of the extraordinary meeting of the Tourism Committee, held on Tuesday 10th February 2015, were received, approved as accurate and signed.

RESOLUTION: That the following recommendations of the Tourism Committee be approved in relation to the Tourist Information Centre:

(i) That a member of the TIC staff comes in during mid-March in order to check and reorder stock.

(ii) That the TIC staff deliver our TIC leaflets to local venues as proposed in the report.

(iii) That the TIC should focus on promoting Sandwich and East Kent, and move away from acting as a travel agent for other parts of the country, particularly when considering stocks of books and leaflets held.

(iv) That the office writes to local associations and venues such as the Sandwich Community Events Association and St Mary's Arts Centre in order to obtain leaflets regarding events in Sandwich.

(v) That the TIC should be open on the following Sundays:

Sandwich Celebration – 10th May

Le Weekend – 7th June

Little Gardens of Sandwich – 14th June

Folk 'N' Ale Weekend – 12th July

Sandwich Festival – 30th August

Heritage Open Days – 13th September

Sandwich Arts Week – 20th & 27th September

15.02.15

PAYMENT SCHEDULE

The schedule of payments, totalling £4.192.86, was received, approved and signed.

16.02.15

PUBLIC RIGHT TO SPEAK

No requests to speak had been received.

17.02.15

POLICE REPORT

(i) A written Police Report was submitted to the Council by PCSO Ian Norton and read out by the Town Clerk. A copy of the Report is attached to the official minutes.

RESOLUTIONS:

(i) This report was noted.

(ii) The Clerk will find out when a specific individual is due to be released from prison and how the proposed 'Criminal Behaviour Order' is progressing.

18.02.15

PLANNING APPLICATIONS

Councillors considered the following planning applications:

(i) 14/00181 – 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).

(a) To suspend Standing Order 11(a), specifically the provision that “a resolution (whether affirmative or negative) of the Council shall not be reversed within six months”, to allow discussion and resolution regarding this planning application, which was the subject of discussion and resolution at the Council meeting on 26th January 2015.

RESOLUTION: That Standing Order 11(a) be suspended to allow this application to be reconsidered.

(b) Following the resolution made above, Item 35.01.15(i)(a), Cllr Bragg and Cllr Sneller provided information in relation to this application and detailed why they felt that the original resolution had been incorrect.

RESOLUTION: Raise no objection.

(ii) DOV/15/00041 – 12 Delf Street, Sandwich, CT13 9BZ

Rebuilding part of rear boundary wall.

RESOLUTION: Raise no objection.

(iii) DOV/15/00044 – 7 Fisher Street, Sandwich, CT13 9EJ

Painting of the front and rear elevation, walls and windows.

RESOLUTION: Raise no objection.

(iv) 14/00878 – The Old Parsonage, 27-29 King Street, Sandwich, CT13 9BL

Insertion of replacement garage door.

RESOLUTION: Raise no objection.

(v) 15/00045 – 2 Cattle Market, Sandwich, CT13 9AG

Change of use to private taxi hire office.

RESOLUTION: Raise no objection.

(vi) 15/00075 – 165 Dover Road, Sandwich, CT13 0DD

Erection of a front porch extension.

RESOLUTION: Raise no objection.

19.02.15

PLANNING DECISIONS

The following decisions were reported from Dover District Council:

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

(ii) 14/01080 – 25 Sandown Road, Sandwich, CT13 9NY – Erection of a single storey front extension – GRANTED PERMISSION

(iii) 14/01200 – 1 St Georges Place, Sandwich, CT13 9LW – Fell one maple and one holly tree – GRANTED PERMISSION

(iv) 14/01224 – 5 St Georges Road, Sandwich, CT13 9JR – Erection of a single storey side and rear extensions and creation of additional parking (existing garage to be demolished) – GRANTED PERMISSION

(v) 14/01144 – Stour Lodge, Sandown Road, Sandwich, CT13 9JZ – Retrospective application for the erection of a detached garage – GRANTED PERMISSION

20.02.15

PLANNING CORRESPONDENCE

Councillors received and considered the following correspondence:

(i) Email dated 6th February 2015 from Jim McEwen, Principal Planner (Enforcement) – DDC, regarding Newgate House, 57 New Street, Sandwich.

RESOLUTION: This information was noted. A letter will be written to Mr McEwen expressing the Council's strong concerns that DDC are not exercising their full powers of enforcement to ensure this property is returned to safe and habitable condition in a timely manner.

21.02.15

FIRST AID TRAINING

Councillors received a report from Miss L Fidler, Town Clerk, regarding First Aid at Work Course training for all staff.

RESOLUTIONS:

(i) All staff should undertake first aid training, as detailed in the report.

(ii) Spaces on the course will be offered to other organisations at a cost of £30 per place, in order to offset some of the cost to the Council.

22.02.15

MAGNA CARTA & THE CHARTER OF THE FOREST

Councillors received a report from Miss L. Fidler, Town Clerk, regarding the Council's copies of the Magna Carta and the Charter of the Forest.

RESOLUTIONS:

(i) The Council does not intend to sell either document.

(ii) The aim of the Council will be to return both documents to Sandwich for long term public display.

(iii) A working group, comprising of the Mayor, Deputy Mayor, Cllr Bragg, Cllr Wood and Mr R Harlow will draft a plan of action to be returned to the Council for the meeting on the 23rd March.

Cllr Watts and Cllr Wood voted against this motion.

- 23.02.15** **TOURISM COMMITTEE: NON-COUNCIL REPRESENTATIVES**
Members considered a motion by Cllr Moorhouse that the two non-councillor representatives on the Tourism Committee who are not Tourist Information Centre staff (currently Mr J Hennessy and Mr S Laslett) should have voting rights.
RESOLUTION: Non-Councillor representatives on the Tourism Committee (who are not staff) will be given voting rights.
Cllr Mrs Dunay and Cllr Sneller voted against this motion.
- 24.02.15** **HIGHWAYS & TRANSPORTATION**
(i) Councillors received a digest of email correspondence from 9th February 2015 regarding the light in Seven Post Alley. Councillors were made aware that a petition for reinstatement of this lamp bearing 126 signatures was sent to Dover District Council earlier this month and copied to Sandwich Town Council. Cllr Butcher reported that this light is going to be replaced, DDC have arranged for KCC to undertake this work and KCC are currently trying to obtain a suitable replacement. Cllr Butcher has reported this information to the necessary local residents.
RESOLUTION: That this information be noted.
- 25.02.15** **PRE-ELECTION GUIDANCE**
Councillors received a report from Miss L Fidler, Town Clerk, regarding the pre-election period, for information.
RESOLUTION: That this information be noted.
- 26.02.15** **CORRESPONDENCE**
To receive and consider the following items of correspondence:
(i) Minutes of the Sandwich & District Chamber of Commerce Executive Committee Meeting, 8th December 2014.
RESOLUTION: That this information be noted.
(ii) Letter dated 20th January 2015 from the British Weights & Measures Association regarding traditional / imperial measurements and allotments.
RESOLUTION: That this information be noted.
(iii) An email dated 27th January 2015 inviting councillors to attend a talk about the Betteshanger Sustainable Park on 19th March, 7:30pm, Great Mongeham Parish Hall (hosted by the Great Mongeham Society).
RESOLUTION: That this information be noted.
(iv) Letter of thanks, dated 1st February 2015, from Sandwich Library Guild for the Council's grant of £250 to the Guild's Young Writers Competition 2015.
RESOLUTION: That this information be noted.
- 27.02.15** **REPORT OF DISTRICT COUNCILLORS**
Cllr Butcher stated that his work at DDC relating to the Regulatory, Licensing, Standards and Planning Committees in the last month have not included business relating to Sandwich.
Cllr Mrs Russell reported that the Environment Agency are keen to plant some commemorative trees in the town. Although it is not suitable for these trees to be planted at Gazen Salts Nature Reserve at the present time, it was suggested that in a year's time this might be a suitable time for the EA to commemorate their work at the Reserve.
Cllr Mrs Russell also reported that she is working on a 'desk top' trial of the Emergency Plan, after which a full trial, involving members of the public, would be suitable.
- 28.02.15** **CONFIDENTIAL ITEM**

(i) It is **RESOLVED** that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), that the public and accredited representatives of newspapers were excluded from the meeting for the following item of business on the grounds that it involved 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) Councillors consider a report from Miss L Fidler, Town Clerk, regarding a claim for overtime payment (Item (ii) of the report).

RESOLUTION: An overtime payment to clear some of Miss L Fidler's accrued hours was approved.

29.02.15

DATE OF NEXT MEETING

Ordinary meeting, to take place on Monday 23rd March 2015, at 7pm, in the Council Chamber, Guildhall.