

Town and Cinque Port of Sandwich

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22nd July 2015

Dear Councillor,

An **Ordinary** Meeting of Sandwich Town Council will be held in the Council Chamber at the Guildhall on **Monday 27th July 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**
 - (i) To approve the Minutes of the Ordinary Town Council meeting held on 29th June 2015 and to consider any matters arising from those minutes not covered elsewhere on this agenda. **Attach 1**
 - (ii) To approve the Minutes of the Special Meeting of Sandwich Town Council held on 8th July 2015 (Confirmation in Office of Mayor Deputies) and to consider any matters arising from those minutes not covered elsewhere on this agenda. **Attach 2**
5. **TOURISM COMMITTEE**

To receive the Minutes of the Tourism Committee Meeting, held on 15th July 2015, and to consider the Recommendations contained therein. **Attach 3**
6. **MONKS WALL NATURE RESERVE MANAGEMENT COMMITTEE**

To receive the Minutes of the Monks Wall Nature Reserve Management Committee Meeting, held on 20th July 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.
10. **PLANNING APPLICATIONS (plans on view from 6.30 pm)**
 - (i) **PAG/KCC/DO/0171/2015** | Development of a waste management facility for the sorting of skip waste | Land to the South of Stonar Cut, Ramsgate Road, Sandwich, Kent. Please note

that this is a KCC planning application and details can be found online at www.kent.gov.uk/viewapplications, or a hard copy of relevant documentation may be viewed at the Town Clerk's office. Please also note that this application originally came forward for consideration at the Town Council meeting on 29th June 2015 but was deferred for consideration at the present meeting.

(ii) **DOV/15/00606** | Erection of a two storey side extension and detached garage | 60 Poulders Gardens, Sandwich, CT13 0AJ

(iii) **DOV/15/00621** | Display of two non-illuminated fascia signs and one non-illuminated projecting sign | 2-4 New Street, Sandwich, CT13 9AB

(iv) **DOV/15/00626** | Erection of roof extension and two storey side extension incorporating rear balcony and alterations to fenestration | Winnats, Sandown Road, Sandwich, CT13 9JZ

(v) **DOV/15/00629** | Erection of a single storey rear extension and railings to front boundary | The Nook, 17 New Street, Sandwich, CT13 9AB

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:

(i) Email correspondence (latest from the Town Clerk, dated 16th July 2015) regarding issues and queries raised by members of the public concerning Sandwich Showground.

Attach 6

13. FINANCE

To receive the Statement of Accounts as at 30th June 2015.

Attach 7

14. HIGHWAYS, TRANSPORTATION & PARKING

(i) To receive an email dated 24th June 2015 from the Thanet Parkway Railway Station Project Team – KCC, regarding the progress of the Thanet Parkway public consultation. Please note that the consultation report and associated documents (including an executive summary) may be found at <http://www.kent.gov.uk/thanetparkway>.

Attach 8

15. PARKING STRATEGY REVIEW

To receive verbal updates from the Councillors delegated by Council at its meeting on 29th June 2015 to attend a Sandwich Parking Strategy Review consultation event at Guildhall on Monday 20th July 2015 (the Mayor, Cllr Bragg, Cllr Carter, Cllr Miller & Cllr Moorhouse). Please note that Roger Walton, Director of Environment & Corporate Assets – Dover District Council, has confirmed that DDC will continue to keep the Town Council briefed as the study progresses.

16. GRANT APPLICATION: SANDWICH SOCIETY (HERITAGE OPEN DAYS 2015)

To receive and consider the attached grant application from the Sandwich Society for Heritage Open Days 2015.

Attach 9

17. DONKEY PADDOCK

To receive and consider the attached email correspondence between the Town Clerk, Glen Brown (Maintenance Protection Co-ordinator – Network Rail) and Cllr Sue Chandler (DDC), regarding a request by Network Rail to use a section of the Donkey Paddock for off-road parking. Please note that as yet, no further information has been received from Dover District Council in this respect.

Attach 10

18. **TOWN NOTICE BOARD**
To receive and consider information dated 8th July 2015 from Mr M Dallen regarding construction and installation of a new Town Notice Board.
Attach 11
19. **LIGHTING: FISHER STREET**
To receive and consider the attached email correspondence (latest email is from Cllr Ms O'Donoghue, dated 20th July 2015, to the Town Clerk's office) regarding lighting in Fisher Street.
Attach 12
20. **CONFEDERATION OF THE CINQUE PORTS**
To receive the minutes of the meeting of the Standing Joint Committee of the Confederation of the Cinque Ports on 21st May 2015.
Attach 13
21. **FLY A FLAG FOR THE COMMONWEALTH DAY 2016**
To consider the attached email from Bruno Peek LVO OBE OPR, Commonwealth Pageantmaster, dated 18th July 2015 regarding *Fly a Flag for the Commonwealth Day 2016*, and particularly to consider whether the Council intends to participate on 14th March 2016; whether to assist a charity, as suggested; and whether to seek involvement of a local school, as suggested.
Attach 14
22. **DATE OF CIVIC SERVICE 2016**
To consider and agree the date of the Civic Service 2016. Please note that Saturday 11th June 2016, with the Service to begin at 11am, has been suggested by the Revd. Canon Mark Roberts, Rector of Sandwich and Mayor's Chaplain.
23. **ENVIRONMENT AGENCY TIDAL DEFENCE WORKS**
To receive a verbal update from Cllr Watts regarding a recent meeting with the Environment Agency.
24. **CORRESPONDENCE**
To receive and consider the following items of correspondence:
(i) Two emails dated 26th June and 14th July 2015 from Dr Beau Webber (Save Manston Airport Association) regarding Manston Airport.
Attach 15 (a) & (b)
(ii) Letter dated 8th July 2015 from Miss A. Smith (School Council Leader – Sandwich Junior School), regarding safety along St Bart's Road, Sandwich and a proposal that the speed limit in the area be reduced to 20mph with a flashing speed sign.
Attach 16
(iii) Email from Rachel Collins (Community Development Manager – DDC) regarding an application to DCLG to form a Deal & Sandwich Coastal Community Team. A previous email regarding the proposed team was noted at the last Council meeting (29th June). Please note that Rachel Collins has offered to come and speak to Council about the Team, if so desired.
Attach 17
(iv) Invitation received 20th July 2015 from the Mayor of Hasselt, Belgium for Sandwich to participate in "On Tour For Europe – Bringing Youth Step by Step to Active Citizenship and Job Creation", and backing information regarding the project. Please note that Chris Tough, Community Advocate, has requested to speak during the *Public Right to Speak* part of this meeting and so will be available to answer any questions. Please also note that a 65-page thesis by an intern who attended recent conferences has been submitted as supplementary information and is available for consultation at the Town Clerk's office.
Attach 18

(v) Email from Toby Wintgens, The Sports Consultancy, regarding a consultation on a strategic indoor leisure needs assessment and action plan for Dover District in the next ten years.

Attach 19

25. REPORT OF DISTRICT COUNCILLORS

26. REPORT FROM MEMBER OF PARLIAMENT

27. DATE OF NEXT MEETING

Monday 24th August 2015, at 7pm, in the Council Chamber, Guildhall (**Quarterly Meeting**).

A handwritten signature in black ink, consisting of a large, stylized initial 'T' followed by a long, sweeping horizontal line that tapers to the right.

THERESA WEIR
Proper Officer