

(iii) That development of an official Sandwich Relish should be progressed and in the first instance the chef for Age Concern in Sandwich be approached and asked if he would like to develop a recipe.

(iv) That the idea of licensing on the Guildhall Forecourt be pursued further with Dover District Council.

25.07.16

MINUTES: MONKS WALL NATURE RESERVE MANAGEMENT COMMITTEE

The Minutes of the Monks Wall Nature Reserve Management Committee Meeting held on 18th July 2016 were received, approved as accurate and signed. Cllr Bragg expressed concern that the Reserve remains closed due to health and safety issues, and that opening to the public should be a priority.

RESOLUTIONS: That the following recommendations of the Committee be approved:

(i) That the Town Clerk's office draft a letter to the Environment Agency requesting that action be taken to address health & safety issues around its installations on the Reserve and to address the water levels on the Reserve which were insufficient to comply with the interim Management Plan. This letter should be finalised with assistance from Mr Chandler and his colleague Julian Sampson. A copy of the health & safety site visit report by Sheila Coupe (East Kent Human Resources) and copies of photographs, for comparison, of Agency installations on the Reserve and along the Coastal Footpath (at Bloody Point and the bottom of the Narrows) should be included with the letter.

(ii) That the Environment Agency be permitted to cut the banks as and when they require but that Mr Chandler open discussions with the Agency (and if necessary with the grazier) regarding grazing of the banks by sheep.

(iii) That Mr Chandler seek a quote for flailing of the areas of the Reserve affected by excess thistle growth and, subject to agreement of this expenditure by Sandwich Town Council, make the necessary arrangements for this work to progress.

(iv) That Finn's pursue as far as possible mitigation of health & safety issues on site by the Environment Agency and make a progress report to the next Committee meeting.

(v) That the Reserve remain closed in the meantime.

(vi) That Dr Lipczynski discuss membership of the Committee with Mr Henderson and, if he is willing to join the Committee, that he be admitted to non-councillor Committee membership immediately.

(vii) That the Budget be put on the next Committee agenda and that Mr Chandler report back to that meeting regarding the Higher Level Stewardship scheme application.

The Council also resolved that:

(viii) The Management Committee consider at the next Committee meeting how to expedite re-opening of the Reserve to the public if the EA will not undertake the necessary work.

26.07.16

PAYMENT SCHEDULE

The schedule of payments, totalling £25,352.97, was received, approved and signed.

27.07.16

PUBLIC RIGHT TO SPEAK

Mr Paul Coxton spoke on behalf of the Alexander Close Residents Association regarding planning application DOV/16/00709 | Construction of an access road | Access road for Sandwich Leisure Park, Woodnesborough Road, Sandwich, CT13 0AA. Mr Coxton raised a number of concerns about the proposal and asked for the Council's support in objecting to the application.

28.07.16

CRIME STATISTICS & COMMUNITY SAFETY

Councillors received a report from Ms T. Weir, Assistant Town Clerk & Mayor's Secretary, setting out the most recent crime and anti-social behaviour statistics available via the Police.UK website (May 2016) and comparing them against the statistics for the same month in 2015. The Mayor reminded Councillors that a meeting with Mr Matthew Scott, Kent Police and Crime Commissioner would take place at the Guildhall on 16th August at 2pm, and the Town Team would be investigating the prospect of the Speed Watch project.

RESOLUTION: That this information be noted.

(ii) Councillors received a report and verbal update from Cllr Ms O'Donoghue regarding the Police Parish Forum held in Dover on 29th June 2016.

RESOLUTION: That this information be noted.

29.07.16

PLANNING APPLICATIONS (application plans and papers were available to view in advance of the meeting via the Dover District Council website – use of a computer in the Town Clerk's office was possible by arrangement)

(i) **DOV/16/00524** | Erection of a 305m high / 2.5m wide guyed communication mast (with 5no. 9m wide anti-twist frames at intervals above 140m) with 6no. 3.7m diameter dish antenna, 206sqm base compound enclosing associated equipment cabins and electric meter cabinets up to 2.5m in height (4.2m above ground level), 9no. guy stay compounds, stone access track, hard and soft landscaping and associated works | Land to the North of Kings End Farm, Richborough, Sandwich, CT13 9JH

RESOLUTION: To raise no objections but strongly advocate that only one 300mtr+ mast be approved for development; the associated businesses must be encouraged to work together.

(ii) **DOV/16/00709** | Construction of an access road | Access road for Sandwich Leisure Park, Woodnesborough Road, Sandwich, CT13 0AA. A letter of objection from the Alexander Close Residents Association was attached to this agenda.

RESOLUTION: To make a firm recommendation to refuse this application due to concerns about public right of way footpath ES9 and about access to Alexander Close for residents, refuse vehicles and emergency vehicles.

(iii) **DOV/16/00719** | Installation of 2no. French doors to rear elevation | Gunyon House, 51 High Street, Sandwich, CT13 9EG

RESOLUTION: To raise no objections.

(iv) **DOV/16/00720** | Internal alterations to include: removal of existing partitions to ground and 1st floor; creation of new opening & erection of new partitions to form ensuite/dressing area; removal of chimney breast to ground floor; enlargement of existing openings to ground floor; replacement of 2no windows with French doors | Gunyon House, 51 High Street, Sandwich, CT13 9EG

RESOLUTION: To raise no objections.

(v) **DOV/16/00725** | Alterations to existing aperture to accommodate the installation of a new ATM to front elevation | 21 Market Street, Sandwich, CT13 9DA

RESOLUTION: To raise no objections.

(vi) **DOV/16/00755** | Re-painting and cladding of front elevation | 22 Tannery Lane, Sandwich, CT13 9FX

RESOLUTION: To raise no objections.

(vii) **DOV/16/00756** | Erection of a two storey side extension | 9 Sarre Place, Sandwich, CT13 0RF

RESOLUTION: To raise no objections.

(viii) **DOV/16/00775** | Re-roofing of the existing slate roofs | 16 King Street & 15A New Street, Sandwich, CT13 9BT

RESOLUTION: To raise no objections.

(ix) **DOV/16/00803** | Repositioned access and additional areas for internal roadways, weighbridges, log storage areas, car parking, an administration building, buried electrical cabling and pipe bridge to serve the Biomass combined heat and power plant and log yard approved under DOV/15/01205 and DOV/15/01206 | Discovery Park, Ramsgate Road, Sandwich, CT13 9ND

RESOLUTION: To raise no objections.

30.07.16

PLANNING DECISIONS

The following planning decisions were reported from Dover District Council:

(i) **DOV/16/00054** | Installation of a replacement front door | 4 Three Kings Yard, Strand Street, Sandwich, CT13 9DY | **Granted Permission.**

(ii) **DOV/16/00478** | Erection of an outbuilding and walls to front (retrospective application) | 4 New Cottages, The Butts, Sandwich, CT13 9HQ | **Granted Permission.**

(iii) **DOV/16/00616** | Reduce overhanging branches to one Copper Beech | 57 New Street, Sandwich, CT13 9BD | **Refuse Planning Permission.**

(iv) **DOV/16/00568** | Repainting all external woodwork white, replacement lead flashing to front elevation | Melody House, 64 New Street, Sandwich, CT13 9BB | **Granted Permission.**

(v) **DOV/16/00569** | External alterations including:- Removal of Schrijver damp proof treatment system. Re-pointing of all areas of degraded external brickwork. Replace rear elevation plastic guttering with cast iron. Replace upvc second floor window with new timber window. Replace metal ground floor window with new timber window. Remove cement render from ground floor side elevation. Remove paint from brickwork on rear extension. All external woodwork to be painted white. | Melody House, 64 New Street, Sandwich, CT13 9BB | **Granted Permission.**

31.07.16 **PLANNING CORRESPONDENCE**

Councillors received and considered an email from the Campaign to Protect Rural England, dated 28th June 2016, regarding greenfield development.

RESOLUTION: That this information be noted

32.07.16 **HIGHWAYS, PARKING & TRANSPORTATION**

(i) Councillors received and considered an email, dated 18th July 2016, from Tony Trice regarding placement of the ROAD CLOSED sign in Austin's Lane.

RESOLUTION: A letter will be written thanking Mr Trice for his assistance with this matter over the last couple of years and a new volunteer to undertake this work will be sought via the Chamber of Commerce.

(ii) Councillors were informed of Kent County Council's plans to use DDA funding (previously reported on 27th June 2016) to install a pedestrian crossing between the Mill Wall and Ropewalk to improve access for those with mobility difficulties. Any left-over funding could be used to finance the proposed work at Breezy Corner and for a detailed design of one of the larger proposals coming out of the *Which Way for Sandwich?* consultation (depending which one is supported by the public, STC and KCC). The Town Council had previously asked whether a ramp from New Street to the Mill Wall could be included in this project, however, this proposal is already being taken forward within the Sandwich Parks Project.

RESOLUTION: That this proposal be supported and noted.

33.07.16 **FINANCE**

(i) To receive the Sandwich Town Council statement of accounts as at 31st May 2016.

RESOLUTION: That this information be noted.

(ii) To receive the Sandwich Town Council statement of accounts as at 30th June 2016.

RESOLUTION: That this information be noted.

34.07.16 **DELFT STREAM**

Councillors considered the best means by which to secure the future of the Delf Stream, including a proposal made Mr Stephen Fuller, of the Sandwich, Ash, Woodnesborough and Worth Environmental Study Group, to Cllr Bragg and Cllr Daw that a request be made to have the Delf Stream classified as a scheduled ancient monument.

RESOLUTION: Cllr Daw will meet with a hydrologist to discuss the Delf Stream and consider how to take this project forward.

35.07.16 **PLAY AREAS**

Councillors received and considered a report by Miss L. Fidler, Town Clerk, giving an update on the condition of the play equipment at the Bulwarks Play Area and Poulders Play Area.

RESOLUTION: Cllr Holloway and Miss Fidler will follow up with DDC on how these projects can be funded.

- 36.07.16** **CONSULTATION: KENT WASTE DISPOSAL STRATEGY**
Councillors considered the Town Council's response to Kent County Council's current consultation on the Kent Waste Disposal Strategy 2017-2035. The consultation documents were available to view online via KCC's website at <http://consultations.kent.gov.uk/consult.ti/WasteStrategyKCC/consultationHome>.
RESOLUTION: Councillors should respond individually.
- 37.07.16** **CONSULTATION: COUNCIL TAX SUPPORT**
Councillors considered the Town Council's response to Dover District Council's current consultation on Council Tax support. The consultation documents were available online at <http://www.dover.gov.uk/CouncilTax/Council-Tax-Support-consultation/Council-Tax-Support-consultation.aspx>. The Council was asked to consider which of the fourteen options it supported.
RESOLUTION: The Mayor, Cllr Bragg and Cllr Ms O'Donoghue will scrutinise the proposal and respond on behalf of the Council.
- 38.07.16** **CORRESPONDENCE**
Councillors received an email dated 15th July 2016 from the *Kent Needs Manston Airport* group and considered nominating one or two councillors to liaise and engage with the group. Cllr Ms O'Donoghue explained how this group linked in with other groups such as *Save Manston* and *Why Not Manston*.
RESOLUTION: The Council supports the aims of Kent Needs Manston Airport and Cllrs Gisbey and Wood are nominated to represent the Council within the group.
- 39.07.16** **UPDATES FROM TOWN COUNCILLORS REGARDING OUTSIDE BODIES ON WHICH THEY REPRESENT SANDWICH TOWN COUNCIL**
(i) Cllr Ms O'Donoghue provided an update from a recent Citizens Advice Bureau meeting. The CAB was responding to a lot of queries regarding the *Right to Preside* form and increased financial difficulties for the service; the CAB was looking at whether the area office at the Guildhall could be closed and funding be put towards new IT equipment that will be used in temporary offices.
RESOLUTION: The Council supports the CAB's decision to leave the Guildhall, in order to fund new laptops, if necessary.
(ii) Cllr Mrs Lioté reported that the latest meeting of the Chamber of Commerce had been cancelled. A subsequent meeting in August had been arranged at which the future of the group would be considered.
RESOLUTION: That this information be noted.
- 40.07.16** **REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH**
Cllr Holloway reported that:
- The Coastal Communities bid for £65k to update the Guildhall's archives had been submitted;
- All DDC Cabinet Members and some senior KCC Members would be coming to Sandwich to consider the outcome of the *Which way for Sandwich?* consultation - the different levels of local government were working really well together for the benefit of Sandwich.
- 41.07.16** **REPORT FROM MEMBER OF PARLIAMENT ON MATTERS DIRECTLY RELATED TO SANDWICH**
A report from Craig Mackinlay was not available, however, the Mayor reminded Councillors that a meeting with the MP would take place at the Guildhall on Thursday 4th August at 6pm.
- 42.07.16** **CONFIDENTIAL ITEMS**
(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 they 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 items.

(ii) Members received an email and attachment dated 19th July 2016 regarding a proposal from New Line Networks. Cllr Holloway reported that Craig Mackinlay had been working very hard to get the best offer of community benefit from New Line Networks and Vigilant Global should both/either application be successful.

RESOLUTION: That this information be noted.

(ii) Councillors received and considered an update from Mr Kevin Cook, Head Caretaker & Town Sergeant, regarding the Guildhall flagpole. Copies of the quotations referred to in Mr Cook's report were available to be viewed at the Town Clerk's office.

RESOLUTION: The existing wooden flag pole should be repaired using hardwood.

43.07.16

DATE OF NEXT MEETING

Monday 22nd August 2016, at 7pm, in the Council Chamber, Guildhall (**Quarterly Meeting**).