

Minutes of a Quarterly Meeting of Sandwich Town Council held Monday 28th November 2016, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

Present: Councillors: The Mayor, Cllr Graeme (in the chair)

**HJ Bragg
PI Carter
Mrs J Dunay
D Friend
JE Franklin
JEM Gisbey
MW Moorhouse
Ms L O'Donoghue
JO Sneller
JJ Watts
DMA Wood**

Officer: Miss L Fidler

05.11.16 MAYOR'S OPENING COMMENTS

The Mayor provided the following updates:

- The latest information regarding Cllr Trim;
- An invitation to Cllr's partners to join the Mayor and councillors for festive drinks after the last Council meeting of the year in December.
- The Council's bid for the Drill Hall was not successful, the Mayor provided an update from the successful applicant on their plans for the property.

06.11.16 APOLOGIES

Apologies were received and accepted from Cllr Daw (holiday), Cllr Mrs Liote (holiday), Cllr Holloway (work commitment) and Cllr Trim (ill health).

07.11.16 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Cllr Wood declared a pecuniary interest in planning application DOV/16/01263 | Removal of Condition 3 of planning permission DOV/97/00626 to allow non-school related use outside of normal school hours (application under Section 73) | Sir Roger Manwood School, Manwood Road, Sandwich, CT13 9JX.

08.11.16 MINUTES

The Minutes of the Ordinary Town Council meeting held on 31st October 2016 were received, approved as accurate and signed. Cllr Moorhouse reported that he thought that he had sent his apologies for this meeting. Under matters arising therefrom:

45.10.16: A response from DDC regarding a possible license for the Guildhall's Forecourt is awaited.

51.10.16: The Clerk confirmed that DDC are going to investigate the development at the Sandwich Showground.

53.10.16: The two Sandwich secondary schools have been contacted regarding litter dropping by pupils into the Delf Stream.

09.11.16 FINANCE COMMITTEE

The Minutes of the Finance Committee Meeting held on 16th November 2016 were received, approved as accurate and signed. The Recommendation regarding a Public Works Loan Board loan to purchase the Drill Hall is no longer relevant, as the Council was not the successful applicant.

10.11.16 MONKS WALL NATURE RESERVE MANAGEMENT COMMITTEE

The Minutes of the Monks Wall Nature Reserve Management Committee Meeting held on 21st November 2016 were received, approved as accurate and signed.

RESOLUTIONS:

The following Committee recommendations were approved:

(i) When the outcome of the Higher Tier Stewardship application (for the Countryside Stewardship Scheme) with Natural England is known Mr Chandler will inform the Committee.

(ii) Mr Chandler will request that the EA install a control sluice at the location identified by the Warden as soon as possible.

(iii) Mr Chandler will share a copy of the Stewardship Schedule with the Committee for reference.

(iv) Mr Chandler will consider the costs involved to address the health and safety issues identified by the Council's H&S advisor. The Committee will then consider whether to continue to push for the EA to address these issues, as the problems stem from their work at the Reserve, or whether the Reserve's own funds should be used to undertake this work.

(v) Mr Chapman will search on the near-side of the bypass for the sluice identified as being at the north of the Reserve on the EA's paperwork.

(vi) If the application for the Higher Tier Stewardship scheme is successful this will inform the management plan. Mr Chandler and Dr A Lipczynski will start to consider the management plan together when the outcome of this application is known.

(vii) Mr Chandler will inform the Clerk of the cost of removing the water pump and engine in advance of commissioning this work, the same for flailing in the Spring (if required).

(viii) The Clerk's office will confirm if the funds from the Wayleave agreement (£4080.00) have been received in the bank account.

(ix) The warden currently requires the use of the SBBOT vehicle for accessing the Reserve. It was agreed that Mr Chapman can claim mileage at 45p/per mile between SBBOT and the MWNR in order to contribute to the fuel costs for this vehicle.

11.11.16 PAYMENT SCHEDULE

The schedule of payments, totalling £24,808.16, was received, approved and signed.

12.11.16 PUBLIC RIGHT TO SPEAK

No requests to speak had been received.

13.11.16 CRIME STATISTICS & COMMUNITY SAFETY

(i) Councillors received a report from Miss L Fidler, Town Clerk, setting out the most recent crime and anti-social behaviour statistics available via the Police.UK website (September 2016) and comparing them against the statistics for the same month in 2015. The Clerk confirmed that a follow-up meeting with the Police & Crime Commissioner has been requested. And the PCSO is currently based in the Phoenix Centre, which Cllr Wood reported works well with the young people at the Youth Centre.

RESOLUTION: That this information be noted.

14.11.16 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) 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 (Additional Environmental Statement information received) | Land to the North of Kings End Farm, Richborough, Sandwich, CT13 9JH. Since this application was last considered the only amendment, for which the application is returned to the Council, is the addition of the documents *Supplementary*

Environmental Statement Text & Appendices and Supplementary Environmental Statement Text & Appendices 1 of 2.

RESOLUTION: As per the last time this application was considered “The Council resolved to raise no objections but strongly advocate that only one 300mtr+ must be approved for development; the associated businesses must be encouraged to work together.”

(ii) 16/01204 | Installation of a replacement garage door | 24A King Street, Sandwich, CT13 9BT

RESOLUTION: To raise no objections but stipulate that only a timber door should be used.

(iii) 16/01230 | Variation of Conditions 2, 3 and 4 of planning permission DOV/10/00617 - (application under Section 73) | Stour Lodge, Sandown Road, Sandwich, CT13 9JZ

RESOLUTION: To raise no objections.

(iv) 16/01263 | Removal of Condition 3 of planning permission DOV/97/00626 to allow non-school related use outside of normal school hours (application under Section 73) | Sir Roger Manwood School, Manwood Road, Sandwich, CT13 9JX

RESOLUTION: To raise no objections but clearly state that there should be no additional parking on Manwood Road as a result of these additional activities. A noise limiter should also be installed to ensure that neighbours are not negatively impacted by noise pollution.

(v) 16/01274 | Erection of a single storey rear extension and installation of rooflights to first floor pent roof (existing extension to be demolished) | Melody House, 64 New Street, Sandwich, CT13 9BB

RESOLUTION: To raise no objections.

(vi) 16/00355 | Change of use of two fields and one building (shed) for equestrian use | Land at Delf Nursery, Deal Road, Sandwich, CT13 0BU. Councillors should consider the amended documents that have been uploaded onto DDC’s website since the 3rd June (when the Council last considered this application).

RESOLUTION: To raise no objections.

15.11.16

PLANNING DECISIONS

The following planning decisions were reported from Dover District Council:

(i) 16/00806 | Erection of a first floor rear extension and new first floor side window | 35 St Georges Road, Sandwich, CT13 9LE | GRANTED PERMISSION

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

(iii) 16/00771 | Re-painting of brickwork to front elevation Dulux 'Timeless White' and woodwork Dulux 'Steel Grey'; erection of name sign and lighting; extension of existing covered walkthrough storage area and extension of existing store roof; single storey rear extension; erection of a garden store and pergola (existing pergola to be removed) | 14 New Street, Sandwich, CT13 9AB | GRANTED PERMISSION

(iv) 16/01006 | Change of use to Assembly and Leisure (Use Class D2) as a Wellness & Wellbeing Centre | 20C King Street, Sandwich, CT13 9BT | GRANTED PERMISSION

16.11.16

HIGHWAYS & TRANSPORTATION

(i) Councillors received the draft minutes from the meeting to discuss waste management on Bell Lane, held on 16th December 2016, setting out the planned resolution for the site. As per action point 8(ii) Councillors considered whether to recommend that KCC use funding from Willowbank’s S106 money for a TRO and associated bollards on Bell Lane; details of costs were included on an attached email chain from Steve Rivers, Dover District Manager, Growth, Environment & Transport - KCC. Cllr Watts noted that he had given his apologies for this meeting. Cllr Bragg congratulated all those involved in reaching this conclusion; which have been many years coming. Further information from Cllr Holloway was read out by the Clerk.

RESOLUTION: KCC Should use S106 funding to prohibit vehicles from driving through and parking on Bell Lane (via a TRO and associated bollards).

(ii) Councillors considered information in an email from Cllr Carter regarding a parking problem at the junction of Dover Road and Stone Cross Lees, with a proposal that the Council writes to KCC to address this issue.

RESOLUTION: A letter to KCC about this junction will be written asking for the site lines to be checked and enforced.

(iii) Councillors considered information in an email from Cllr Carter regarding parking problems on Ramsgate Road, with a proposal that the Council writes to DDC and KCC requesting that enforcement action be taken. The Mayor reported that he has spoken with Paul Barber, Managing Director – Discovery Park, about the land in question and Discovery Park are aware that it makes the entrance to their site look untidy and they plan to exercise a right to purchase the land in the next six months.

RESOLUTION: Following the update provided by the Mayor the decision was made to note this information.

17.11.16

FINANCE

(i) Members received the Sandwich Town Council statement of accounts as at 31st October 2016.

RESOLUTION: That this information be noted.

(ii) Councillors received a letter from Kent Association of Local Councils to the Department of Communities and Local Government regarding the *2017/18 Local Government Finance Settlement – Technical Consultation Paper*.

RESOLUTION: That this information be noted.

18.11.16

WAYFARERS

Councillors received an appeal from Mr R Perry, Friend of Wayfarers, regarding future concerns for the home. Councillors agreed that long term guarantees about the future of Wayfarers is urgently needed, the current ambiguity is grossly unfair to current residents, their families and the staff at the home.

RESOLUTION: The Council will urgently write to KCC requesting an update and showing support for the facility.

19.11.16

OTHER CORRESPONDENCE

(i) Councillors considered send a Council representative to *The 93rd Annual Meeting of Action with Communities in Rural Kent* on Wednesday 14th December at Godmersham & Crundale Village Hall.

RESOLUTION: Cllr Franklin will attend on behalf of the Council.

(ii) Councillors considered information from Kent Association of Local Councils and Kent County Council regarding the *Volunteer Support Warden Scheme* and whether this scheme may be of use within Sandwich.

RESOLUTION: Sandwich Town Council will not fund participation in the scheme.

20.11.16

UPDATES FROM TOWN COUNCILLORS REGARDING OUTSIDE BODIES ON WHICH THEY REPRESENT SANDWICH TOWN COUNCIL

- Cllr Wood reported that the Christmas Lights Carnival had more marshalls than in previous years and this worked well. The two PCSOs had also attended the event and their presence was appreciated.

- At the Sandwich Festival AGM Mr Steve Laslett was elected as Chairman for a further year.

- Cllr Carter provided an update from the museum volunteer's reception and the exciting work that curator Linda Elliot is taking forward.

21.11.16

REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH

Cllr Carter provided the following updates:

- The updates to Sandwich Skatepark have been completed;

- The planned survey of 57 New Street did not progress due to access problems, DDC are now going to escalate their level of involvement.

The Clerk read out an update from Cllr Holloway in his absence; as well as the work regarding Bell Lane Cllr Holloway has been chasing DDC on the implementation of the double loading bay in Strand Street, which was approved by the JTB many months ago but has not progressed.

22.11.16 REPORT FROM MEMBER OF PARLIAMENT ON MATTERS DIRECTLY RELATED TO SANDWICH

No report was available.

23.11.16 CONFIDENTIAL ITEM

(i) & (ii) Councillors had been due to consider excluding the public and accredited representatives of newspapers from the meeting whilst the possible purchase of the ACF Sandwich (the Drill Hall) was discussed. However this was no longer necessary as the Council had not been the successful applicant for the property.

24.11.16 DATE OF NEXT MEETING

Monday 19th December 2016, at 7pm, in the Council Chamber, Guildhall (**Ordinary Meeting**).

DRAFT