



**RESOLUTION: That this information be noted.**

**13.12.16 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)** 16/01311 | Erection of a front porch extension | White Gable, John's Green, Sandwich, CT13 0DE

**RESOLUTION: To raise no objections.**

**(ii)** 16/01348 | Insert 2 rooflights to rear. New partitions to facilitate second floor WC. | 3 St Peters Street, Sandwich, CT13 9BW

**RESOLUTION: To raise no objections.**

**14.12.16 PLANNING DECISIONS**

The following planning decisions were reported from Dover District Council:

**(i)** 16/01196 | Prior approval for the installation of a new telecommunications and associated equipment cabinet (existing column and cabinet to be removed) | East of A256 Roundabout & North of Discovery Park, Ramsgate Road, Sandwich CT13 9NW | PRIOR APPROVAL NOT REQUIRED

**(ii)** 16/00822 | Internal alterations including installation of commercial kitchen extraction flue and equipment and re-opening of infilled doorway | The Salutation, Knighttrider Street, Sandwich, CT13 9EW | GRANTED PERMISSION

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

**15.12.16 “A NEW VISION FOR SANDWICH” PROJECT BOARD**

Councillors had received by email the following documents on 13<sup>th</sup> December 2016:

- The Guildhall Project: Project Elements
- The Guildhall Funding Strategy
- The Guildhall Project Plan
- The Guildhall Project Consultation Strategy
- The Guildhall Project Roles and Responsibilities
- Project Board Minutes 03.10.16
- Project Board Minutes 21.11.16
- A New Vision for Sandwich Communication Strategy (Draft)

Councillors considered whether there are any proposals or issues that they want the Project Board to consider. Cllr Bragg pressed the importance of the seeing activity sooner rather than later, so that local residents know that the work started by Rummey Design has not failed to progress. The Mayor reported that the work to Breezy Corner and installation of a pedestrian crossing on New Street will progress early in 2017.

**RESOLUTION: That this information be noted.**

**16.12.16 HIGHWAYS & TRANSPORTATION**

**(i)** Members received a report from Miss L Fidler, Town Clerk, regarding various traffic proposals and possible funding from Section 106 monies. Included in this report was further information about problems on Austins Lane (as already mentioned at 11.12.16). The Mayor reported that since this report was written it has been confirmed that any remaining S106 money needs to be earmarked for use by the Project Board in the first instance.

**RESOLUTIONS: (i) Kent County Council and the Project Board will be asked to prioritise the restriction of traffic on Austins Lane; including this in the first tranche of activities.**

**(ii) Kent County Council will be asked to provide the costings associated with the other proposals within the Town Clerk’s list, so that the Council can consider how/when/if these can be undertaken in the future.**

(ii) Councillors considered a response to a consultation on a *Proposed Kerb Buildout, King Street, Sandwich* that has been instigated by Cllr Ridings. It was noted that this is a response to a problem that the Councillors are not aware of.

**RESOLUTIONS: Cllr Ridings will be invited to the next meeting of the Project Board so that he can be briefed on the *A New Vision for Sandwich* work, which he may want to support with his Member's fund, and he can explain why the proposed kerb buildout is a priority.**

(iii) Councillors considered a request from Sarah Paul, P.A. Hollingworth & Co Ltd, for approval from the Council for planned exterior repairs to Finns Estate & Letting Agents. KCC had stipulated that the contractor should consult with the town council prior to approval being given to undertake the work.

**RESOLUTION: Although the disruption will be problematic, the Council acknowledged that the repairs to a historic building must be undertaken. P.A. Hollingworth & Co Ltd will be reminded that they must complete this work before work on Harnet Street commences. And, Tim Read, KCC Head of Transportation, will be asked to consider whether the associated road closure will give a useful opportunity for data collection (necessary for KCC's work within the *A New Vision for Sandwich* project).**

17.12.16

#### **PLAY AREAS**

Councillors received a report from Miss L Fidler, Town Clerk, and considered the proposal contained therein to supply the Bulwarks Play Area with second-hand equipment from Kearsney Abbey's Russell Garden. Councillors also considered what needs to be done for Poulders Play Area, which is also due to have old equipment removed at the end of the current financial year.

#### **RESOLUTIONS:**

**(i) Sandwich Town Council will contribute £10k towards the cost of relocating the equipment from Russell Gardens to the Bulwarks Play Area (incl. the necessary site preparation work).**

**(ii) A press release will be issued appealing for volunteers to form a 'friends of' to support Poulders Play Area.**

18.12.16

#### **SANDWICH UNITED CHARITY**

Councillors considered a request for assistance from Sandwich United Charity in relation to the exit area to No's 1 and 3 St Thomas Hospital.

**RESOLUTION: Sandwich United Charity should find out the cost of the proposed work and then the matter will be returned to the Council for consideration.**

19.12.16

#### **WAR MEMORIAL**

Councillors received a report from Miss L Fidler, Town Clerk, with a proposal to supply flowers for the War Memorial in conjunction with Sandwich Rotary Club.

**RESOLUTION: Sandwich Town Council will pay £350 (in conjunction with Sandwich Rotary Club who will also pledge £350) to keep a continuous supply of flowers on the War Memorial in 2017, the Flower Basket florist will also clean and clear the Memorial throughout the year as required as part of this cost.**

20.12.16

#### **OTHER CORRESPONDENCE**

There was no additional correspondence.

21.12.16

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

Cllr Franklin reported on a recent meeting of Dover Joint Transport Board, specifically the plans to address overnight lorry parking in the district, and the Annual General Meeting of Action with Communities in Rural Kent.

**22.12.16 REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH**

Cllr Carter reported that free parking across the district will be in place from the 19<sup>th</sup> December to the 2<sup>nd</sup> January.

**23.12.16 REPORT FROM MEMBER OF PARLIAMENT ON MATTERS DIRECTLY RELATED TO SANDWICH**

No report was available.

**24.12.16 CONFIDENTIAL ITEMS**

(i) It is 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 involve 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) Members received a verbal report from the Town Clerk confirming that the ACF Sandwich (the Drill Hall) has been nominated as an Asset of Community Value with Dover District Council but a decision on the nomination has not yet been made. Councillors shared the feedback that they've received from local residents regarding this property and Cllr Bragg explained stressed that (if the town council wishes to purchase the property) there must be a strong business case for what the Council wants to do with the property.

**RESOLUTION: That this information be noted.**

**25.12.16 DATE OF NEXT MEETING**

Monday 30<sup>th</sup> January 2017, at 7pm, in the Council Chamber, Guildhall (**Ordinary Meeting**).