

Wednesday 25<sup>th</sup> January 2017

Dear Councillor,

An **Ordinary** Meeting of Sandwich Town Council will be held in the Council Chamber at the Guildhall on **Monday 30<sup>th</sup> January 2017 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 19<sup>th</sup> December 2016 and to consider any matters arising from those minutes not covered elsewhere on this agenda.  
**Attach 1**
- 5. ADVISORY COMMITTEE**  
To receive the Minutes of the Finance Committee meeting, held on 13<sup>th</sup> January 2017, and to consider the Recommendations contained therein.  
**Attach 2**
- 6. FINANCE COMMITTEE**  
To receive the Minutes of the Finance Committee meeting, held on 16<sup>th</sup> January 2017, and to consider the Recommendations contained therein.  
**Attach 3**
- 7. TOURISM COMMITTEE**  
To receive the Minutes of the Tourism Committee meeting, held on 18<sup>th</sup> January 2017, and to consider the Recommendations contained therein.  
**Attach 4**
- 8. PAYMENT SCHEDULE**  
To approve the payment schedule.  
**Attach 5**
- 9. 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).
- 10. CRIME STATISTICS & COMMUNITY SAFETY**  
(i) To receive the attached report from Miss L Fidler, Town Clerk, setting out the most recent crime and anti-social behaviour statistics available via the Police.UK website (November

2016) and comparing them against the statistics for the same month in 2015. Councillors also received by email on the 13<sup>th</sup> January 2017 a record of PCSO Norton's monthly discussion with the Town Clerk.

**Attach 6**

**11. PLANNING APPLICATIONS (application plans and papers may be viewed via the Dover District Council website – use of a computer in the Town Clerk's office is possible by arrangement)**

(i) 16/01406 | Repair and part rebuild of boundary wall | St Oswalds, 74 New Street, Sandwich, CT13 9BD

(ii) 16/01409 | Erection of a single-storey pitched roof front extension | 24 Delfside, Sandwich, CT13 9RL

(iii) 16/01405 | Repair and part rebuild of boundary wall | St Oswalds, 74 New Street, Sandwich, CT13 9BD

(iv) 16/01418 | Creation of two dwellings (internal alternations only) | 26, 28 and 30 Fisher Street, Sandwich, CT13 9EJ

(v) 16/01419 | To infill an internal doorway to create a separate dwelling house | 26, 28 and 30 Fisher Street, Sandwich, CT13 9EJ

(vi) 16/00011 | Creation of external doorway | Bell Hotel, Upper Strand Street, Sandwich, CT13 9EF

(vii) 16/00012 | Insert external doorway, infill internal opening and insert ramp to form bin store | Bell Hotel, Upper Strand Street, Sandwich, CT13 9EF

(viii) 16/00059 | Installation of replacement windows and doors | 7 Aynsley Court, Strand Street, Sandwich, CT13 9DU

(ix) 16/00001 | Erection of a single storey rear extension to existing garden room | Ashcroft House, 171 Dover Road, Sandwich, CT13 0DD

**12. PLANNING DECISIONS**

To receive a report on planning decisions from Dover District Council.

**13. PLANNING CORRESPONDENCE**

(i) To consider if there are any questions or suggestions that need to be made regarding the proposed *New Development, Dover Road* as discussed at the Pre-meeting of the Council with BDB Design and the Chartwell Group.

**Attach 7 (site map distributed with Pre-Meeting cover letter)**

(ii) To consider if and what response is required for The Planning Inspectorate regarding the application by Vattenfall Wind Power Limited for an Order Granting Development Consent for the Thanet Extension Offshore Wind Farm. The opinion of Worth Parish Council has been sought in relation to this application. Supporting information from Vattenfall is also included.

**Attach 8a and 8b**

**14. "A NEW VISION FOR SANDWICH" PROJECT BOARD**

Councillors received by email the following documents on 25<sup>th</sup> January 2017:

(i) 161220 A New Vision for Sandwich Partnership Agreement;

(ii) 161220 Progress Report 2;

(iii) Guidance on use of the new Project Board logos;

(iv) 170117 Guildhall Bid Brief with inclusion of Cattle Market;

(v) 170113 Progress Report 3;

(vi) A copy of the introductory press release that will be issued on Friday 27<sup>th</sup> January.

Councillors should consider if there are any proposals or issues that they want fed back to the Project Board for consideration.

**15. HIGHWAYS & TRANSPORTATION**

(i) At the previous Council meeting closing Austins Lane to traffic was identified as a priority. Kent County Council has responded with the following questions:

1) Should funding for this proposal come from the Section 106 monies (estimated cost £4k, current balance of S106 funds £16k (possibly more – tbc))? Please be aware that KCC does not have any other budget that could finance this work.

2) Should this work take place immediately or does the Council wish to save approximately £1.5k by waiting and letting this work take place in April-June at the same time as some project work on No Name Street is taking place, this would allow some TRO paperwork to be combined?

(ii) To consider a response to Kent County Council's *Freight Action Plan*.

**Attach 9**

**16. FINANCE**

To receive the Sandwich Town Council statement of accounts as at 31<sup>st</sup> December 2016.

**Attach 10**

**17. VICTORIA CROSS RECIPIENT**

To receive a report from Miss L Fidler, Town Clerk, regarding Lt. Col. Augustus C. Newman VC and to consider the proposal contained therein.

**Attach 11**

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

**19. REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH**

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

**21. CONFIDENTIAL ITEMS**

(i) It is recommended 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) To receive a written report from Miss L Fidler and to consider the request contained therein for a Heritage Development Officer at the Guildhall on a six month contract.

**Enclosure 1**

**22. DATE OF NEXT MEETING**

Monday 27<sup>th</sup> February 2017, at 7pm, in the Council Chamber, Guildhall (**Quarterly Meeting**).

LAURA FIDLER

Town Clerk, Responsible Finance Officer & Clerk to Sandwich Toll Bridge Fund