

08.05.18

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) 18/00340 | Erection of a single storey side extension (part under existing 'flying' first floor) | 58 Hazelwood Meadow, Sandwich, CT13 0AR

RESOLUTION: Difficult to make a decision based on lack of detailed information but agree in principle

(ii) 18/00405 | Erection of single storey rear extension, installation of no1 rooflight, removal of existing and erection of new partitions to 1st floor to form ensuite | 62 New Street, Sandwich, CT13 9BB

RESOLUTION: To raise no objections.

(iii) 18/00438 | Change of use from B2 vehicle workshop and warehouse to B2 vehicle workshop and warehouse and authorised treatment centre (ELV) for the environmental de-pollution of vehicles (Sui Generis) | Valeside Services B3, Unit B2B The Old Boatyard, Sandwich Industrial Estate, Sandwich, CT13 9LY

RESOLUTION: To agree but DDC to note that decontamination is right on the banks of the river and DDC to note due diligence should be sort as pollution sensitive site.

(iv) 18/00439 | Change of use and conversion of the existing shop (Use Class A1) to a 'beer-cafe' (Use Class A4), together with replacement sash windows to front | 10 Delf Street, Sandwich, CT13 9BZ

RESOLUTION: To agree but DDC to note no provision for refuse bins or fire escape.

(v) 18/00469 | Extension of existing 1st floor storage area, erection of partition wall to form utility room & installation of 2no. roof lights to garage | Pellicane House, 22 High Street, Sandwich, CT13 9EB

RESOLUTION: To raise no objections.

(vi) 18/00388 | Erection of single storey side extension | 30 Dover Road, Sandwich, CT13 0BT

RESOLUTION: In principle no objections but insufficient details offered by applicant.

(vii) 18/00491 | Variation of Conditions 2 (reconfiguration of parking area), 4, (extension of opening times) and 5 (extension of time for weddings and functions) of planning permission DOV/16/00821 (application under Section 73) | The Salutation, Knightrider Street, Sandwich, CT13 9EW

RESOLUTION: To raise no objections.

09.05.18

PLANNING DECISIONS

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

18/00277 | Erection of two box bay windows at ground floor level | The Lodge, St Peters Street, Sandwich, CT13 9BW – Granted permission 15/05/18

18/00288&9 | Replacement kitchen window, formation of larger opening and insertion of french doors | Flat 2, St Oswalds, 74 New Street, Sandwich, CT13 9BD – Granted permission 17/05/18

18/00243 | Erection of single storey rear extension and replacement roof to outbuilding | April Cottage, 39 Upper Strand Street, Sandwich, CT13 9EL – Granted permission 30/04/18

18/00244 | Alterations to an existing single storey rear addition to facilitate the creation of a bathroom | April Cottage, 39 Upper Strand Street, Sandwich, CT13 9EL – Granted permission 30/04/18

10.05.18

FINANCE

(i) To receive a budget virements memo from Mrs K Palmer, Acting Responsible Finance Officer.

RESOLUTION: Carried and noted

(ii) To receive the Sandwich Town Council Statement of Accounts as at 30th April 2018.

RESOLUTION: Carried and noted

(iii) To review the Internal Audit controls system.

RESOLUTION: Carried and noted

(iv) To consider the findings of the review of the Internal Audit controls system and if appropriate to approve the Annual Governance Statement by resolution (Section 1/Page 4 of the Annual Return for the year ended 31st March 2018)

RESOLUTION: Carried and noted

(v) To approve the Accounting Statements for 2017/18 (Section 2/Page 5 of the Annual Return for the year ended 31st March 2018)

RESOLUTION: Carried and noted

Please be aware that Items 10 (iii) to (v) have been set out in a specific way as prescribed by the External Auditor.

RESOLUTION: Noted

- 11.05.18 MISSION STATEMENT AND BUSINESS PLAN**
Cllr Wood wished to add focus to community and groups within this paper and advised he would set up a working group and email all councillors to ascertain their involvement.
RESOLUTION: Noted
- 12.05.18 SPAR DELIVERIES**
Cllr Moorhouse advised that he was most unhappy with the present situation. The Mayor asked the Acting Town Clerk to update Cllrs. Acting Town Clerk awaiting a paper from the Town Team to progress this issue.
RESOLUTION: Proposed by Cllr Moorhouse and seconded by Cllr Friend for Acting Town Clerk to continue to progress.
- 13.05.18 WASTE DISPOSAL AT EVENTS IN SANDWICH**
Cllr Moorhouse asked to request under an FOI revenue figures for weekend events plus the weekend before and after each event in an attempt to solve the refuse issues that surround these events. A recycling taskforce was also discussed as was the refuse contractor being supportive and co-operative during these events.
RESOLUTION: To obtain revenue figures for events. Proposed by Cllr Moorhouse and seconded by Cllr Bragg.
- 14.05.18 UPDATES FROM TOWN COUNCILLORS REGARDING OUTSIDE BODIES ON WHICH THEY REPRESENT SANDWICH TOWN COUNCIL**
There were no updates.
- 15.05.18 REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH**
Cllr Holloway advised that Abbey Homes Development planning application for Woodnesborough Road, Sandwich has been taken out of DDC hands and is going back to Committee on 19th June. Cllrs Holloway and Carter are doing all they can and will update as and when they are able.
Cllr Holloway advised that DDC and Mr Hill had reached an agreement in relation to the Boatyard. This was subject to Cabinet approval and the return of the lease.
- 16.05.18 REPORT FROM CLLR S CHANDLER, KCC REPRESENTATIVE FOR SANDWICH AND CHAIRMAN OF DDC**
Cllr Chandler offered STC updates in relation to children's social and healthcare with a new contract for mental health care. Young people not in employment, education or training has reduced dramatically. DDC's young offender's reduction was 2nd overall in Kent; with Sevenoaks reduction being first. An additional 2 million pounds had been awarded by KCC from reserves to mend pot holes throughout the county. At the beginning of March 1700 potholes had been mended in the Dover District.
- 17.05.18 REPORT FROM MEMBER OF PARLIAMENT ON MATTERS DIRECTLY RELATED TO SANDWICH**
No update had been received.
- 18.05.18 CONFIDENTIAL ITEM**
(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, consider and note HR report from Acting Town Clerk.

RESOLUTION: Noted

(iii) To consider extension of Acting Town Clerks role whilst Town Clerk continues maternity leave.

RESOLUTION: Agreed

(iv) To verbally report on outcome of skills audit and to make recommendations for;

a) HR Councillor.

b) Committee recommendations for the forthcoming mayoral year.

Lengthy discussion ensued. Town Clerk to present skills audit to advisory Committee and upon agreement to be taken to full Council for approval.

RESOLUTION: Town Clerk to present skills audit to advisory Committee and upon agreement to be taken to full Council for approval.

19.05.18

DATE OF NEXT MEETING

Monday 25th June 2018, at 7pm, in the Council Chamber, Guildhall (Ordinary Meeting).