



**SANDGATE PARISH COUNCIL**  
**Minutes of an Environment Committee Meeting held on**  
**Tuesday 3<sup>rd</sup> July 2012 at 7pm**

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<b>Present:</b>	<b>Chairman</b>	<b>Cllr M Findlay-Stone</b>
	<b>Councillors</b>	<b>N Bliss, M Fitch, G Fuller, L Griggs, R Grundy, J Holben,</b>
		<b>T Prater and N Griffith</b>
	<b>Parish Clerk</b>	<b>A Oates</b>

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These Minutes will only be deemed to be a correct record of the meeting when approved and signed at the next meeting

No members of the public attended

1. **Apologies for absence:** Cllr T Heselden
2. **Declaration of Interest** – there were none
3. **Minutes of the last meeting** – the Minutes of the meeting held on 12<sup>th</sup> June 2012, having been previously circulated, were approved as a correct record, subject to one change: at item 11 the spelling of De Courier should be amended to Decuria.  
**Proposed by:** Cllr J Holben  
**Seconded by:** Cllr N Griffith  
**Agreed** unanimously and signed by the Chairman.
4. **Olympic Torch event (*item 8 on the agenda moved forward*)**
  - 4.1 A presentation on Shepway's Olympic Torch Relay was given by Tamasin Jarrett, Community Projects Officer at Shepway District Council. She informed about the Olympic Torch relay route, the convoy, rolling road closures, communications and emergency plan. She handed out a supply of the leaflets produced. The route across the district was shown on five maps; these would now be displayed in the library. Mrs Jarrett requested help from the council in promoting the event and in putting out a request for more volunteer marshals. She agreed to send a pdf of the leaflet and the Marshal Handbook to the clerk. Mrs Jarrett then left the meeting.
  - 4.2 Cllr Prater updated on the project involving schools and the Film Factory on the days prior to the relay on the 18<sup>th</sup> and the arrangements for the free community event that would take place on the beach at 3.30pm on 18<sup>th</sup> July after the relay had ended. The photographs taken during the relay through the village would go on show in Chichester Hall as soon as was possible to upload them; the film screening of *Teenwolf* would take place at 7.30pm on the beach. There would not be a road closure. A letter would go to the residents in Granville Parade informing them of the afternoon and evening event. Cllr Findlay-Stone extended thanks to Cllr Prater for organising all aspects of this event.
5. **Communications**
  - 5.1 Cllr Findlay-Stone informed that she was liaising with Dave Shore at the district council re the High Street Innovation Fund and wanted to have members' support for putting in a bid for £15k - £20k. Ideas to enhance the high street could include further *Windows into the Past* displays, murals, recognition of Fred Moore, colourful art on the side of buildings etc. It was

suggested that signposting the free car park in Wilberforce Road and promotion of the free broadband connection should also be included. Members supported the initiative.

**6. Transport and Parking Advisory Group report**

Cllr Griffith reported that six people attended the Speed Watch training and a schedule for operating the equipment would be drawn up. Thanks were extended to Cllr Griffith for all his work and organisation of this initiative. It was agreed that a request for more volunteers should be mentioned in the next newsletter.

**7. Beaches Advisory Group report and expenditure proposals**

7.1 The Quality Coast Award submission had been sent and members were asked to agree the payment of £636.00 (inclusive of VAT) from the Environment budget.

**Proposed by:** Cllr M Findlay-Stone

**Seconded by:** Cllr N Bliss

**Agreed** unanimously.

7.2 Cllr Findlay-Stone proposed that a notice board should be purchased, to be sited beside the new signboards (provided by the district council) on the wall of the toilet block. The cost would be approximately £850 - £1,000 depending on the design chosen. The information displayed would be relevant to the beach/coast. Members agreed that this should be put to full council at its next meeting.

7.3 On Wednesday 1<sup>st</sup> August there would be a rock-pooling event, organised jointly by the White Cliffs Countryside Project and sponsored by Sandgate Parish Council. The council would need to pay £75 to them; however donations from parents would be encouraged (possibly £2 per child), which would come back to the council. The proposal was put forward to spend this amount from the Environment budget.

**Proposed by:** Cllr M Fitch

**Seconded by:** Cllr N Bliss

**Agreed** unanimously.

7.4 The Emergency Plan needed to be updated; this would be done when the First Aid training was set up.

7.5 Two First Aid kits have been purchased.

**8. Business and Tourism Advisory Group report**

8.1 The last meeting of the Business Forum was held on 25<sup>th</sup> June; 6 people attended.

8.2 Cllr Prater reported that the testing of the lampposts was completed and the list of those that could have the flags reinstated would be known the next day.

8.3 The Business Forum requested that 'Free Parking' signs be displayed in the village, signposting to the Wilberforce Road car park (*also covered under item 5.1 of these Minutes*).

**9. Street Scene**

9.1 Cllr Findlay-Stone reported that she would be meeting with Mandy Pile (Dover/Shepway Street Scene) to walk the streets in the village to monitor litter. It was suggested that this should be done on a Wednesday after the refuse collection.

9.2 As a budget had been allocated for a bus shelter; Cllr Findlay-Stone would look into designs and costs for having a shelter at the National Express bus stop and present these to the next meeting in September; should members agree with the proposal it would then go as a formal proposal to full council.

9.3 The Village Design Statement plans were progressing well; a draft document was being produced; it would go on display in the library, at The Hub and Chichester Hall and be on display at the Sea Festival and at the Farmers' Market. The document would be cross-referenced to the district council's Core Strategy when that was completed.

**10. Chichester Memorial Hall update**

Cllr Holben reported that quotes were being sought to take the steps up to the building back to its original look; the clock had gone wrong again and would need an overhaul; they were exploring possible funding bids to carry out big renovations.

**11. Youth and Recreation update**

It was suggested and agreed that this item would be taken off future agendas as there is a cross-over with youth events organised by the Environment Committee and that youth matters concerning the recreation ground would be covered by the Land Asset Management sub-committee, which would report to the Finance Committee.

**12. Wild life and open spaces update - links to Parish Plan and recreational facilities**

It was agreed that this item would also be taken off future agendas for the same reasons given in item 11 above.

**13. Sandgate Society report**

Plans for the 50<sup>th</sup> anniversary celebrations were continuing; the lunch event would take place on 5<sup>th</sup> August with live music etc. The Blue Plaque trail leaflet was currently being printed; the Society had sponsored two of the *Windows into the Past* displays.

**14. Information**

14.1 It was agreed that council matters communicated to and between members and staff was council business only and should not be disclosed to third parties.

**15. Date of next meeting** – this will be Tuesday 4<sup>th</sup> September at 7pm.

The meeting ended at 8.44pm

Signed by the Environment Committee Chairman.....Date.....