



# Minutes

## SANDGATE PARISH COUNCIL MEETING

Date 14<sup>th</sup> January 2014. Time: 7.00pm

Venue: Sandgate Council and Library, Sandgate High Street.

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<b>Present:</b>	<b>Chairman</b>	<b>Cllr Robert Bliss</b>
	<b>Cllrs</b>	<b>Marjorie Findlay-Stone, Michael Fitch, Gary Fuller, Leo Griggs, Richard Grundy, Tom Heselden, Jan Holben and Tim Prater</b>
	<b>Clerk</b>	<b>Ms A Oates</b>

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The new PCSO, Lis Jepson, started in the job last week and advised that she has been told by her Inspector that she must be visible in the community. She has been a PCSO for about six months and was previously based in Dymchurch. She reported that there were three burglaries last week and she would give the clerk some leaflets for local residents on home security. Surgeries would be arranged to be held in the library. The Chairman welcomed her to Sandgate.

Karina Wilson advised that a Keepfitathon would take place on Saturday 25<sup>th</sup> January; participants to meet at the Sir John Moore statue at 10.30am. Sponsorship forms were available. She challenged the members of the council to take part. In answer to a question, Miss Wilson informed that a First Aider would be available on the day. The Chairman thanked her for attending and congratulated her for organising the event. Cllr Findlay-Stone said that there would be a community beach cleaning event on the 26<sup>th</sup> January.

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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.

4 members of the public were present.

**1. Apologies for absence**

Apologies were received from Cllrs Nina Bliss and Vanessa Reay.

**2. Declarations of Interest**

Cllrs T Prater, J Holben and R Grundy declared an interest in item 7 as they are Trustees of the Chichester Memorial Trust. They were advised that they would not be able to speak or vote on the item.

**3. Minutes of the last meeting**

The minutes of the parish council meeting held on 10<sup>th</sup> December were proposed as a correct record.

**Proposed by:** Cllr Tom Heselden

**Seconded by:** Cllr Mrs M Findlay-Stone

**Agreed** by all. The Chairman signed the minutes as a true record.

**4. Chairman's opening remarks**

The Chairman would attend a service commemorating the 205<sup>th</sup> anniversary of the Corunna conflict on Saturday 18<sup>th</sup> January, along with the clerk and hoped that other members would also attend. Sir John Moore played a principal part in the conflict and Sandgate was the centre of events. This would be a good start to further commemorations later in the year. Cllr Marjorie Findlay-Stone mentioned that the 'Windows into the Past' boards commemorating John Moore were not ready to put up on the end wall but that they would be taken to the tent at the Redoubt.

## 5. Chairman's correspondence

An invitation had been received from the Lord Lieutenant of Kent to his annual Civic Service at Canterbury Cathedral on Tuesday 11<sup>th</sup> March, commencing at 11.00am. The Chairman advised that he would probably be attending this event.

## 6. Setting the 2014-15 Budget and Precept

6.1 The clerk presented the report (*appendix I*), which had been previously circulated to members. Thanks were expressed to Cllr Prater for his help in producing the excellent report and thanks were also given to the Chairman of the Finance Committee and to the clerk.

### It was proposed:

6.1.1 That this Council accepts the budget for 2014-15 as laid out in Appendix 1 of the report, giving the total expenditure to be £111,750; there was an amendment to one budget header: "Insurances" would change to "Insurances and Legal";

6.1.2 That this Council agrees a 2% rise in the household precept to a precept of £61,483 representing £35.27 per Band D household per year, an increase of 69p per annum on a Band D property;

6.1.3 That this Council will have earmarked reserves from April 2014, of the value:

- Election Reserve                      £4,000
- AEP Reserve                              £37,500
- LAM Reserve                              £12,500

6.1.4 That any underspend in the "Grants and Donations" budget from 2013-14 (currently £2,360) is "rolled forward" and added to the proposed 2014-15 "Grants and Donations" budget;

6.1.5 That all remaining balances and underspends from 2013-14 form the "General Reserve".

**Proposed by:** Cllr T Prater

**Seconded by:** Cllr G Fuller

**Agreed** by all.

6.2 Proposals for specific expenditure on the 2014-15 Budget; details previously circulated.

6.2.1 **It was proposed** that a permanent part-time assistant clerk post be created; the budget not to exceed the agreed new Staff Costs budget.

**Proposed by:** Cllr Mrs J Holben

**Seconded by:** Cllr T Prater

**Agreed** by all

6.2.2 **It was proposed** that the War Memorial and surrounding area be renovated as per the two quotations supplied by Cleverley & Spencer. The total cost to be £9,577. It was also proposed that the benches and bollards be renovated up to an additional cost of £300.

**Proposed by:** Cllr Mrs J Holben

**Seconded by:** Cllr T Prater

**Agreed** by all

**6.2.3 It was proposed** that the Council agrees in principal to set aside £15,000 for works to the Military Road toilet block, which could be for renovating the building or removing it completely and creating a concrete base and installing a portable building instead, subject to firm proposals being put together and then being presented to full council.

**Proposed by:** Cllr Mrs J Holben

**Seconded by:** Cllr T Prater

**Agreed by all**

**6.2.4 It was proposed** that a Caretaker be appointed for the Military Road Recreation Ground. The LAM Committee would propose hours, rates of pay and duties and draw up contracts. The post holder should be self-employed. The budget would be £2,500 as per the budget presented and agreed under 6.1.1 above.

**Proposed by:** Cllr Mrs J Holben

**Seconded by:** Cllr T Prater

**Agreed by all**

**6.2.5 It was proposed** that a cardio bundle of eight items of adult gym equipment be purchased. The total cost would be £9,995.00. External funding of £4,600 had already been received (£2,600 from KCC and £2,000 from two ward members' funds). The balance of £5,395 was required from the parish council (this would include the installation of grass mat pads).

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

**Seconded by:** Cllr G Fuller

**Agreed by all**

## **7. Grant Application**

The council had received a grant application from the Chichester Memorial Hall Trust for £7,500 towards the replacement of the hall's roof.

David Cowell, Chairman of the Chichester Hall Committee, reported that the past year had been very successful but the Trust now needed to secure funding for works to the roof. Monies would only be called in if the Trust was successful in securing the full amount needed, which was £40,000. The Chairman said that Trust had done very well with the Chichester Hall and that it was a great asset to Sandgate.

**It was proposed** that £3,000 be awarded from the 2014-15 Grants & Donations Budget and that the Finance Committee investigate where the balance could be found from within next year's budget. The balance could possibly be an interest-free loan, repayable over two-years. The three councillors who had earlier expressed an interest could not speak or vote on this item.

**Proposed by:** Cllr G Fuller

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

**Votes For:** 5; **Abstentions:** 1

**Motion carried**

## **8. Land Assets Management and MUGA update**

The minutes of the last meeting had been circulated. There would be a meeting at the recreation ground tomorrow (15<sup>th</sup> January) about the memorial tree request, and a meeting would be held next week with Steve Way regarding the damaged tarmac on the tennis court. There was nothing further to report.

**9. Finance update and payments for approval**

The clerk presented the bank reconciliation (*appendix II*) and the cheque payments schedule (*appendix III*) for approval. In the absence of the Cllr N Bliss, the Chairman signed both documents. One cheque was also approved and signed (*this was included in the schedule*).

**10. Finance Committee Report**

The minutes of the last meeting had been circulated; there was nothing further to add.

**11. Environment Committee report**

The minutes of the last meeting had been circulated; there was nothing further to add.

**12. Planning Committee Report**

The minutes of the last meeting had been circulated; there was nothing further to add.

**13. Information**

The Chairman advised that the council was waiting to hear from KCC regarding the proposals for the library but this was not expected before mid-February.

**14. Date of the next meeting** – Tuesday 11<sup>th</sup> February 2014 at 7pm.

The meeting closed at 7.58pm

**Minutes agreed and signed by:**

**Chairman of the Council..... Date 14<sup>th</sup> January 2014**