



**SANDGATE PARISH COUNCIL**  
**Minutes of a PARISH COUNCIL MEETING**  
**Held at 7.00 on Tuesday 8<sup>th</sup> April 2014**

**At Sandgate Parish Council/Library Offices**  
**James Morris Court, Sandgate High Street, Sandgate.**

---

**Present:**

<b>Chairman</b>	<b>Cllr Robert Bliss</b>
<b>Councillors</b>	<b>Nina Bliss, Marjorie Findlay-Stone, Michael Fitch, Gary Fuller, Richard Grundy, Jan Holben, Tim Prater and Vannessa Reay</b>
<b>Clerk</b>	<b>A Oates</b>
<b>Asst Clerk</b>	<b>G Thomas</b>

---

The PCSO did not attend the meeting; however, the Chairman read out her previously circulated report

---

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

The meeting commenced at 7.05pm

No members of the public were present.

- 1. Apologies for absence:** Cllr Leo Griggs
- 2. Declarations of Interest** – there were none.
- 3. Minutes of the last meeting** – the minutes of the meeting held on 11<sup>th</sup> March 2014, having been previously circulated, were approved as a correct record and signed.  
**Proposed by:** Cllr Michael Fitch  
**Seconded by:** Cllr Vannessa Reay  
**Agreed by all**
- 4. Chairman's Opening Remarks**
  - 4.1 The new Assistant Clerk was formally welcomed; she started on Monday 7<sup>th</sup> April 2014.
  - 4.2 The scaffolding was now in place around the War Memorial; renovation work was expected to be completed by the end of the month.
  - 4.3 SDC had gifted the five benches by the Memorial and the three benches on the village green. These would all be renovated.
- 5. Chairman's Correspondance**
  - 5.1 Notice of the annual audit for the year ending 31 March 2014 has been received from PKF Littlejohn. The date for submitting the Annual Return was 9<sup>th</sup> June so the parish clerk would prepare the accounts for presentation at the next full parish council meeting. They would be circulated prior to the meeting. The clerk would be having a meeting with the internal auditor in a week's time and she would ensure that the reserve funds were clearly identified.
  - 5.2 Email from Liv Pattison to Marjorie Findlay-Smith, dated 4<sup>th</sup> April, re water damage from a property in Sunnyside Road. This had been discussed at the earlier planning meeting and it had been agreed that a letter would be sent to the chief executive of Shepway District Council.

- 6. Sustainable Communities Act**  
The act and possible implications were discussed. Cllr MFS stated that there had not been any implications when working on the design statement. The information previously circulated about the Act was noted.
- 7. Public Sector Mapping Agreement (PSMA)** – Cllr TP was proposed to be lead contact under the council’s licence.  
**Proposed by:** Cllr Marjorie Findlay-Stone  
**Seconded by:** Cllr Richard Grundy  
**Agreed by all**
- 8. Military Road Toilet Block**  
The Parish Clerk stated that four quotes for the safe demolition of the site had been received. Cllr JH was concerned about the diversity of the quotes and Cllr RG agreed. It was decided that the parish clerk would arrange site meetings for all the companies to meet either/both Cllrs JH and RG. It was proposed that the decision as to which company to select would be made by the Finance Committee at its next meeting.  
**Proposed by:** Cllr Robert Bliss  
**Seconded by:** Cllr Tim Prater  
**For:** 8; **Against:** 1 – motion carried
- 9. Land Assets Management Sub-Committee report** – there had not been a meetings since the last parish council meeting and there was nothing to report.
- 10. Finance update, payments for approval**  
The Parish Clerk presented eight cheques for signing. She said that there was no cheque schedule on this occasion; this would be presented to the Finance Committee at it next meeting but the list of payees was read out. The parish clerk asked for clarification regarding the withheld cheque for WW Martins and it was agreed that this should be held on file for the present time. The report was approved.  
**Proposed by:** Cllr Nina Bliss  
**Seconded by:** Cllr Jan Holben  
**Agreed by all**
- 11. Finance Committee Report** – there was nothing to report at present; the next meeting was fixed for 23<sup>rd</sup> April.
- 12. Environment Committee Report and Shorncliffe Development Update**  
12.1 Cllr Findlay-Stone informed that the Saga Parking sign had now been made and that she had written to Kent Highways about its placement on the pavement outside the Norfolk Hotel. If permission was granted, she would ask the owner of the hotel if she would undertake to put the sign out each weekend.  
12.2 Re the new signage project, MFS would be walking around the proposed route the following day.
- 13. Planning Committee Report**  
Cllr Fuller reported that there had been a planning committee meeting just before the main meeting. There was just one planning application to comment on; there was no objection. The committee had discussed the Shorncliffe Development/S106 proposals and an informal meeting would be arranged to which all councillors would be welcome to attend. Ben Geering of SDC would be invited. There would be an update at the next meeting.

**14. Information**

Cllr Holben mentioned that there had been flooding in Romney Avenue and she was pursuing this with the district council.

- 15. Date of next meeting** – this would be the Annual Parish Council meeting on Tuesday 13<sup>th</sup> May at 7pm. The Annual Parish meeting would precede this at 6pm. The APC meeting would be followed by drinks and light refreshments.

The meeting ended at 7.40pm

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