



Minutes

SANDGATE PARISH COUNCIL MEETING

Date 11th June 2013. Time: 7.00pm

Venue: Sandgate Council and Library, Sandgate High Street.

Present:	Chairman	Cllr R Bliss
	Cllrs	Mrs N Bliss, Mrs J Holben, M Fitch, L Griggs, Mrs V Reay, T Heselden, R Grundy and T Prater
	Clerk	Ms A Oates

The PCSO, Laura Zazo, reported that anti-social behaviour had reduced this year from 138 to 96 reported incidents, a 30% reduction on last year. Criminal crime figures were slightly up, with metal theft figures slightly down. Valley News had had some incidents of anti-social behaviour; there were incidents of theft from gardens at Battery Point (bikes etc), some of the stolen property had been recovered; the thieves were mostly under-age. Re parking at the primary school, some registration numbers of irresponsibly parked vehicles had been collected and the owners would be notified. LZ noted the two big events planned – MUGA opening and the Sandgate Sea Festival. She hoped that she would be able to bring a police car to the Sea Festival for young people to see. Thanks were expressed to Laura.

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

The Chairman opened the meeting at 7.10pm

No members of the public were present.

- 1. Apologies for absence**
Apologies were received from Cllrs G Fuller and Mrs M Findlay-Stone.
- 2. Declarations of Interest**
There were no declarations of interest.
- 3. Minutes of the Annual Parish Council meeting held on 14th May**
The minutes of the Annual Parish Council meeting held on 14th May 2013 were proposed as a correct record.
Proposed by: Cllr T Prater
Seconded by: Cllr L Griggs
Agreed by all The Chairman signed the minutes as a true record.
- 4. Chairman's opening remarks**
The Chairman reported that the UKIP representative, recently elected as County Councillor, had agreed to attend the next main meeting of the parish council to talk about what he would do over the next four years and what plans he had for Sandgate.
- 5. Chairman's correspondence**
The Canada Day Service this year would take place on Monday 1st July at Shorncliffe Military Cemetery and the Mayor of Folkestone had invited a representative from the parish council to attend and lay a wreath. Cllrs Mrs Holben and R Grundy would attend the service and the buffet afterwards. Cllr Prater would attend the ceremony only.

6. Adoption of Terms of Reference for Planning, Environment and Finance Committees.

It was noted that there was an error in the Agenda where the word 'Planning' was repeated, whereas the repeated word should have read: 'Finance'.

It was proposed that the Terms of Reference for the Planning and Environment Committees be adopted and those for the Finance Committee be deferred until the Financial Regulations were updated.

Proposed by: Cllr T Heselden

Seconded by: Cllr R Grundy

Agreed unanimously

7. Twinning

7.1 Cllr L Griggs was nominated and proposed to be the lead representative of the working group.

Proposed by: Cllr T Prater

Seconded by: Cllr Mrs N Bliss

Agreed unanimously.

7.2 The working group would elect the members at its next meeting which would be held in Sandgate. The Mayor of Sandgate had expressed an interest to come over to Sandgate; he and his retinue would need to be added to the VIP list for the MUGA launch event. Suggestions for other events from those outside of the working group would be very welcome. Cllr Griggs agreed to ask that an invitation to the Remembrance Day Service be sent to Cllr Mrs J Holben, in her capacity as the vice-chairman of Shepway District Council.

8. Land Assets Management and MUGA updates

8.1 In the schedule of works supplied with the first invoice from the contractor, there were several areas indicating near completion but an on-site inspection did not reflect this; a meeting with Steve Way to be arranged.

8.2 The Clerk gave an update on what had been happening with the toilet block contractors; the asbestos would be removed in early July and the remaining 'making safe' work would be completed immediately afterwards.

8.3 The grounds maintenance contractor would be asked to cut around the petanque pitch; to cut the grass one metre up the bank and to clear the arisings from the village green, when needed. It was accepted that any clearance of arisings would cost an additional £10 a time.

8.4 It was noted that the War Memorial was chipped at the base and it was felt that it should be smartened up before next year's centenary of the start of the World War I. The clerk had been asked to look at costs.

9. Finance update and payments for approval

The bank reconciliation (*appendix I*) and bank statements were presented and signed by the Chairman of the Finance Committee. The cheque schedule (*appendix II*) and cheques (cheques 100832 – 100847) and petty cash schedule (*appendix III*) were presented and signed.

The report was received and approved.

Proposed by: Cllr R Grundy

Seconded by: Cllr Mrs J Holben

Agreed unanimously

10. Finance Committee report

10.1 A quotation for putting up the Christmas lights had been received from Millennium Quest (MQ). It was agreed that the cost seemed excessive. MQ's quotation was for putting up and taking down the lights, storage costs and hire of the sleigh display. Previously, a contribution had been received from Folkestone Town Centre Management but this has now ended. The clerk had been requested to seek further quotes.

10.2 Cllr Griggs queried if the annual Sandgate/Sangatte event would be seen as a twinning event. This was agreed.

It was proposed that the Finance Committee report be received and noted.

Proposed by: Cllr Mrs N Bliss

Seconded by: Cllr T Prater

Agreed unanimously.

11. Environment Committee report

11.1 The draft minutes of the last Environment Committee Meeting were not yet ready so would be deferred to next month's meeting.

11.2 The Clerk gave a verbal update on the refurbishment of the litter bins.

12. Planning Committee Report

12.1 Cllr Prater presented the report in Cllr Fuller's absence and stated that the minutes of the last Planning Committee meeting had been circulated to members.

12.2 Cllr Griggs, representative on the Shorncliffe Development Steering Group, asked if the council could request Ben Gearing, the district council's lead planning officer on the project, to involve Cllr Griggs in meetings and discussions. The clerk was instructed to write a formal letter to this effect.

12.3 New planning rules were coming into force allowing shops to become residential properties without the local planning authority being able to stop it. Cllr Prater pointed out that this would contradict the Village Design Statement and, as the legislation was set by central government, he asked if the council could ask the district council for a paper on the issue. The clerk was instructed to write to Christ Lewis, Head of Planning at Shepway District Council to this effect.

12.4 The new document system for planning applications at SDC was not yet working and no paper documentation was available as the machine was broken.

The report was received and approved.

Proposed: Cllr T Prater

Seconded: Cllr L Griggs

Agreed unanimously.

13. Information

A meeting had recently been held with the police regarding the council's contract to pay fifty per cent costs for the PCSO. It had been discussed that the provision of a PCSO was the same as for all other districts but other councils do not pay for their PCSOs. The council's contract, therefore, would not need to be renewed and payments for the PCSO could cease thereby saving the council around £15,000 per year. This would now be referred to the Finance Committee to discuss proposals for alternative spending of the committed budget. It was noted that the budge header name had already been changed to 'Safety & Cleanliness'.

14. Date of the next meeting – Tuesday 9th July 2013 at 7.00pm.

The meeting closed at 7.55pm

Minutes agreed and signed by:

Chairman of the Council..... Date 9th July 2013