



SANDGATE PARISH COUNCIL
Minutes of a PARISH COUNCIL MEETING
Held at 7pm on Tuesday 9th September 2014

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

Present:	Chairman	Cllr Robert Bliss
	Councillors	Nina Bliss, Marjorie Findlay-Stone, Michael Fitch (arrived 7.40pm), Gary Fuller, Jan Holben, Leo Griggs (arrived at 7.12pm), Tim Prater
	Clerk	A Oates
	Assistant Clerk	G Thomas

PCSO Lis Jepsen did not attend; however she had sent a written report; this was previously circulated to members. The Chairman read out the report, which gave incident figures for July together with similar figures for July last year, as a comparison. She noted the level of vandalism at the recreation ground and would contact the caretaker to discuss the issue. She was continuing to put leaflets on cars parked inconsiderately in Castle Road; should any owner persist in parking on the pavement, she would obtain the contact details and write to them. Now that the primary school term had re-started, Coolinge Lane was getting congested again. She asked the council for any suggestions on how to encourage parents to park sensibly. The members agreed that the PCSO should request to attend assemblies at the school so that she could highlight the problems to the children who, in turn, could get the message across to their parents. They also stressed the need to continue to monitor and target pavement parkers in Castle Road. Cllr MFS queried who has the authority to allow/not allow parking on pavements – was this the police, local or county council? Thanks were extended to the PCSO (in her absence) for her 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 7.12pm One member of the public was present.

1. **Apologies for absence:** Cllrs Richard Grundy and Tom Heselden
2. **Declarations of Interest** – there were none.
3. **Minutes of the last meeting** – the minutes of the Annual Parish Council meeting held on 8th July 2014, having been previously circulated, were approved as a correct record and signed.
Proposed by: Cllr Nina Bliss
Seconded by: Cllr Tim Prater
Agreed by all
4. **Chairman's Opening Remarks**
 - 4.1 The Chairman extended a welcome to this first meeting after the summer break and hoped that everyone had had a good summer.
 - 4.2 The Fun Day had been very successful – thanks to Cllrs Holben and Grundy and there was a good contingent from our Twinning partners for the boules matches; thanks were extended to Cllr Griggs.
 - 4.3 The Sea Festival event was excellent and it was good to see the beacon lit to the sound of rifle fire. Thanks were given to Cllr Nina Bliss. Next year would be the bicentenary of the Battle of Waterloo; there would be a prominent event in Sandgate with possible funding from the Ministry of Defence.
 - 4.4 The next event will be the official launch of the HG Wells exhibition on Sunday 21st September. The Chairman hoped that members would attend.
 - 4.5 There will be the special commemorative Armistice Day Service on 9th November. The war memorial has already been renovated and the council is now preparing a funding bid to

Southeastern for additional works to the paving stones in the vicinity; thanks were given to Cllr Prater for his work on putting the bid together.

- 4.6 Sandgate Society has requested to have a tree planted on the recreation ground as a memorial to Charles Bryant. SDC has already given permission with the proviso that there is no plaque planted by the tree. Sandgate Society hoped to have SPC's agreement for the tree to be planted and for a plaque to be fixed to the noticeboard. All agreed.
- 4.7 At the May Annual Parish Council meeting, it was proposed and agreed that the council would give a grant of £1,500 to Discover Folkestone Hythe & Romney Marsh on condition that the amount was matched in total by other parish or town councils. Letters were sent to all the councils in Shepway and those that responded informed the parish clerk that their councils had voted not to give financial support to DFHRM. In view of this, The Finance Committee has recommended that the council should not give a grant to DFHRM and this needed to be formally agreed by full council. The members were unanimously disappointed at the lack of support and regretfully agreed that a grant would not now be given.

Proposed by: Cllr Robert Bliss

Seconded by: Cllr Nina Bliss

Agreed by all

- 4.8 Finally, the Chairman asked that members refrain from using their mobile phones or any other electronic equipment during meetings, unless using these devices as purposes of the meeting.

5. Chairman's Correspondance

- 5.1 Email received from Melanie Chalk, dated 26th August, addressed to the clerk – re the future of the library. The clerk had responded verbally that KCC and the parish council had resumed negotiations.

The Chairman gave a brief update on the plans for the council to take on more responsibility for the running of the library: negotiations with KCC had recommenced and were at the final stages. SPC was also planning to take on the lease of the library building to safeguard its future. KCC wanted to get our model right so that it could be rolled out to other libraries. Once negotiations were completed, SPC will be able to set additional opening times and look at revenue potential.

- 5.2 Email from Sue Cowell, dated 29th August, addressed to The Chairman – re the future of the library. The Chairman would respond in writing this week.
- 5.3 Email from Melanie Chalk, dated 1st September, addressed to the parish clerk, with a request for it to be circulated to all the councillors – re parking problems in Castle Road, the car park and the council's parking strategy for Sandgate. Cllr Holben had responded via email. The Chairman added that the parking survey was going ahead – to be discussed at item 6 of the agenda.
- 5.4 Letter from Damian Collins MP, re The Chairman's correspondence sent in May. He now acknowledged receipt of the letter and would respond in due course.

6. Projects and Lead Members

- 6.1 **'TRAP' (Transport and Parking Working Group) – lead member: Cllr Tim Prater**

TP updated: suggested amendments had been taken on board and a revised set of surveys had been emailed to all councillors at 6.30pm that evening. Members were asked to all have a read through and send any final comments to Cllrs TP and MFS, who would make the final changes. The surveys would then be sent to be printed next week, ready for distribution by the end of that week. Volunteers came forward for distributing the four sets of surveys: MFS for The Riviera and Castle Road; LG for Military Road and TP for the High Street. TP would collate all completed surveys and report back to full council in October. This would go as a separate item on the agenda.

- 6.2 **'BAG' (Beach Advisory Group) – lead member: Cllr Tom Heselden**

In TH's absence, the clerk and MFS reported that a meeting had still not been arranged; TH was hoping for a date that Tom Lord of Natural England could attend. MFS said that it was important to have a Beach Management Group (different to BAG) as this was a requirement of the Coastal Award. This could simply be part of the Environment Committee, to which 'BAG' would report, should this group continue. MFS would speak to TH.

6.3 **20's Plenty**

As there had been no lead member, the Environment Committee had recommended that the community be asked if there was anyone willing to take this up. The Chairman asked the clerk to put this request out via the email updates she sends out and to also put a notice about it on the public noticeboards. It was further agreed that whoever took this up should be requested to report back to the Environment Committee; Cllr Fuller then offered to take on this project as lead member.

6.4 **High Street Innovation Fund 'finger posts and 'Windows into the Past' – lead members: Cllrs Tim Prater and Marjorie Findlay-Stone**

The 'finger posts' signage was progressing. TP queried whether the letters to residents had been sent out; the assistant clerk responded that this would be done shortly. Re 'Windows' boards, MFS was awaiting LG's completion of the planning application. Cllr JH asked if there was any scope for putting a board onto the Melzone premises but was informed that the owner would shortly be selling up.

6.5 **Recreation ground (modular unit, car park, dog run etc): lead member: Cllr Jan Holben**

JH reported that the LAM sub-committee was exploring ideas re the car park and dog run and had received various comments from local residents. They were also exploring ideas for the perimeter fencing to stop damage/vandalism. MFS asked for it to be noted that the caretaker was doing an excellent job. The clerk asked JH to assist with filling in the form re installing utility services at the site of the dismantled toilet block. JH would be on holiday for a month but Cllr LG offered to help in her absence.

6.6 **Christmas event – lead member: Cllr Jan Holben**

Both the parish clerk and assistant clerk would assist with the event planning.

6.7 **Christmas lights – lead member: Cllr Nina Bliss (with the working group)**

NB would give an update under item 12 of the agenda.

6.8 **War Memorial – lead member: Cllr Tim Prater**

TP had produced a draft for inclusion in the application to Southeastern for grant funding; this would now be put into a formal proposal by the clerk to be sent off by the end of the week.

6.9 **KALC – lead member: was Cllr Tim Prater – now Cllr Gary Fuller**

At the Annual Parish Council meeting in May this year, Cllr Tim Prater had been voted as the council's representative. Cllr TP formally resigned and Cllr Gary Fuller was voted in. KALC would be informed so that he could be given the passcodes to access the members' area of the KALC website.

Proposed by: Cllr Marjorie Findlay-Stone

Seconded by: Cllr Leo Griggs

Agreed by all

7. **Library/SLA**

This was discussed and updated upon at item 5 above.

8. **E-readers**

The assistant clerk had previously circulated a report about the problems facing KCC and SPC with the purchase of e-readers from the fund awarded by the county member. The issues of downloading books, lending out the items etc were discussed and it was felt that the better solution would be to purchase the e-readers and keep them within the library for use in research and/or a learning aid. This was put forward as a formal proposal and Cllr Fuller would be the lead member and would advise on what e-readers to purchase and how to put them to use.

Proposed by: Cllr Tim Prater

Seconded by: Cllr Robert Bliss

Agreed by all

9. **SLCC – proposal for the Assistant Clerk to obtain membership**

The parish clerk requested approval for the assistant clerk to apply for membership to the Society for Local Council Clerks. The cost would be £116 for annual membership with a £10 joining fee. This was approved.

Proposed by: Cllr Robert Bliss

Seconded by: Cllr Tim Prater

Agreed by all

10. Land Assets Management Sub-Committee report

The minutes of the last meeting had been previously circulated. There was no further update other than what had been given under item 6.5 above.

11. Finance update, payments for approval – the clerk presented the bank reconciliation for approval (*appendix 1*) and copies of the Payments & Receipt balances and summary (*appendices 2,3,4*); also new cheques for signing, details of which would be added to the next cheque schedule.

The finances were approved.

Proposed by: Cllr Robert Bliss

Seconded by: Cllr Michael Fitch

Agreed by all

12. Finance Committee report

The minutes of the last meeting had been previously circulated. Regarding the Christmas lights, the offer from Millennium Quest re the sale of the 25 Christmas lights back to them and their price for the final transfer of ownership of the Santa and sleigh and illuminated trees was discussed as well as the proposal to purchase three fifteen foot real Christmas trees. It was proposed and agreed to go ahead with both.

Proposed by: Cllr Nina Bliss

Seconded by: Cllr Marjorie Findlay-Stone

Agreed by all

It was further proposed that the decision re the plastic solar balls be deferred to the next meeting and subject to further testing of the one already purchased ball.

Proposed by: Cllr Leo Griggs

Seconded by: Cllr Tim Prater

Agreed by all

13. Environment Committee Report and Shorncliffe Development Update

The minutes of the last meeting had been previously circulated. Regarding the Riviera Court litter bins, this was being severely held up by John Hunter. A year ago he had been given a mock-up of the proposed design for screening the bins but he now says that he doesn't have this. This will be re-sent to him together with a photo of the current state of the bins – which the assistant clerk will undertake. It was agreed that the council should write to Mr Hunter informing him that complaints have been received and that, should nothing be done to rectify the unsightly state of the bins, SPC would seek advice from SDC as to what action could be taken. These bins were a serious health hazard.

LG informed that the Shorncliffe Development Group had not returned from the summer recess. He would call a meeting soon and would ask SDC for feedback on our proposals.

14. Planning Committee Report – the minutes of the last meeting had been previously circulated; there was nothing further to report. However, it was mentioned that no one had asked for the application to fell a tree at 34 Radnor Cliff to be called in so the application had been approved. Residents hadn't been consulted. GF conceded that perhaps the planning committee had made a wrong decision in not objecting to the felling but it would then have required six councillors to request another meeting to re-consider the application; it would have been quicker if individual councillors had asked SDC to call it in.

15. Information – there were no other matters brought to the council's attention.

16. Date of next meeting – this would be Tuesday 14th October at 7pm.

The meeting ended at 8.52pm

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