

- 4.5 Plans are moving forward re the William Cotter VC event next March; regimental bands have been invited, Saga has given permission to hold the event in their grounds and they will provide refreshments afterwards; the guest of honour will be Viscount De L'Isle, Lord Lieutenant of Kent. This matter should have been an agenda item but it was left off; it will be a standing item on future agendas. There will be a site visit on Tuesday 17th November and the next meeting of the steering group will be on Friday 27th November. All councillors may attend should they wish to.
- 4.6 Committees need to add the 2016/17 Budget to their next agendas as we will need to have the proposals given to the Finance Committee in December.

5. Chairman's Correspondence

- 5.1 Email dated 23rd September from KALC re KCC's Street Lighting Consultation: the deadline for responses is 29th November. This would be passed to the Environment Committee to respond to.
- 5.2 Request from SDC to use Sandgate Library as the polling station for next May's Police and Crime Commissioner elections. This was agreed. Re the fee, it was felt that this should be the same as previously but this should be decided by the Finance Committee.

6. Granville Road toilets update

The latest draft lease had been previously circulated. It has changed to now include a one-way break in favour of SPC on 12-months' notice. There was discussion about the costs: rent, business rates, maintenance etc; and the income from letting the kiosk should cover all these costs. It was mentioned that there was a possibility of business rate relief being implemented by the government on public toilets. The new changes in the draft lease now meant that there would be no significant risk to SPC on any expenditure. The criteria for the letting of the kiosk should be drawn up as soon as possible and the notice about it would need to be advertised widely. It was proposed that the parish council accepts the new draft lease and ensures that SDC has commenced work on the toilet block, in order to satisfy the conditions of the planning application, which will shortly expire if the work has not commenced.

Proposed by: Cllr Marjorie Findlay-Stone

Seconded by: Cllr Tim Prater

Agreed by all

It was resolved that: the clerk should inform SDC and liaise re getting the lease signed by both parties; that the clerk should obtain written confirmation, prior to signing the lease, that works to the toilet block have commenced; that the drawing up of the tendering process and criteria for the letting of the lease be done by the LAM and Finance Committees as soon as possible; that all relevant committees and the Beach Management Group feeds into the discussions for the sub-letting of the kiosk.

7. Sandgate Library / KCC & SPC Service Level Agreement

The clerk reported that she was waiting to hear from KCC's property manager that electrical works had been scheduled and that SDC property services were liaising direct with KCC re the transfer of the lease. The requested Business Continuity Plan, drawn up by Cllr Prater, had been sent to KCC and the clerk was currently drawing up an inventory of all furniture and equipment and would send this to KCC shortly.

8. Christmas Event

Cllr Findlay-Stone reported that she had had a discussion with the Saga catering manager and confirmation had now been received that the event could be held in the pavilion. This would take place on Saturday 28th November at 6pm. There would be a Christmas tree inside the pavilion and a Santa's Grotto. Mulled wine and mince pies would be laid on for up to 100 people.

Action: the clerk was asked to liaise with Vic Harmer as to the best day for turning on the high street lights: Friday 27th or Saturday 28th in terms of his availability and cost. The cost of this would be charged to the Christmas Lights budget.

9. Flying the Flag for the Commonwealth

This was discussed at the Environment Committee meeting. It had been agreed that the parish council should register for this. Details and actions regarding the siting of the flagpole and whether it should be temporary or permanent and ascertaining the quality of the flag were taken up by the Environment Committee.

10. Land Assets Management Sub-Committee report – the minutes of the last meeting had been previously circulated. The public consultation on the proposed plans to create a car park at the recreation ground had commenced.

11. Finance update and payments for approval – there was nothing to report; all recent matters were reported at the last Finance Committee meeting. The latest accounts were sent to councillors as appendices to the Finance Committee minutes.

12. Finance Committee report - the minutes of the last meeting had been previously circulated.

13. Environment Committee report – the minutes of the last meeting had been circulated. Cllr Findlay-Stone added that Melita Godden had recently taken over as the agent for Riviera Court and was working with Roger Joyce on the plans for screening the wheelie bins. Cllr Findlay-Stone planned to put in proposals for planters to be placed by the screening in next year’s budget.

14. Shorncliffe Development update – Cllr Griggs reported that he and Cllr Bliss had met with Taylor Wimpey and had informed them that the parish council would be putting a proposal together re taking on the Back Door Training Area (BDTA). The council would need to have support from both Hythe Town Council (HTC) and Folkestone Town Council (FTC). The Shorncliffe Trust wishes to be involved and one plan is to make the redoubt a tourist attraction. The parish council needs to put together the business plan as soon as possible.

Action: the parish clerk to ask HTC if Cllr Griggs could attend the next full council meeting to give a presentation on this project. Cllr Griggs would contact FTC for an initial discussion.

15. Planning Committee report – the minutes of the past meetings had been previously circulated.

16. KALC Report – information about the NALC National Improvement Survey had been circulated to members. **Action: Cllr Fuller would complete the survey on behalf of the council.**

17. Information

17.1 Sand/salt bins – topping-up all in hand

17.2 The Chairman reminded members that the December meeting would be followed by the annual Christmas drinks party.

18. Date of next meeting – this would be Tuesday 10th November 2015

The meeting ended at 8.14pm.

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