



Minutes

SANDGATE PARISH COUNCIL MEETING

Date 10th July 2012 Time: 7.00pm

Venue: Sandgate Council and Library, Sandgate High Street.

Present: **Chairman** **Cllr R Bliss**
 Cllrs **N Bliss, M Findlay-Stone, L Griggs, N Griffith, R Grundy,**
 J Holben and T Prater
 Clerk **Ms A Oates**

PCSO Gary Carr reported on activities that had taken place in June; the written report had been previously circulated. The Chairman queried the effectiveness of the surgeries as not many people turned up; PCSO Carr felt that it was important to still have them. Re the Olympic Torch Relay, he had been allocated a call sign area and he was booked to attend the Sea Festival. Thanks were extended to the PCSO.

A member of the public had a question: Mr Blackwood reported on a collapsed wall and footpath behind 4 & 6 The Crescent and a temporary sewer pipe was flowing into a man hole onto his son's property at No 2. The occupant had contacted the district council and Southern Water but no action had yet been taken. The Chairman responded that the council would write a letter on his behalf, to support his request for action. A copy of the letter would be send to him.

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 7.03pm

There were four members of the public present.

1. Apologies for absence

Apologies were received from Cllrs M Fitch and T Heselden. Cllrs J Holben and R Grundy had given their apologies but were able to attend 12 minutes after the meeting started.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of last meeting

The minutes of last meeting held on 12th June 2012 were proposed as a correct record.

Proposed by: Cllr N Bliss

Seconded by: Cllr N Griffith

Agreed unanimously. The Chairman signed the minutes as a true record.

4. Chairman's opening remarks

- 4.1 Although the petanque event would be covered under a separate agenda item, the Chairman wished to extend thanks to Cllrs J Holben and R Grundy for all their work in putting together the excellent event. It was deemed successful and was very busy.
- 4.2 The bid to the De Haan Trust for £121,409 had been approved, which was wonderful news and it would make a major difference to the future of the recreation ground. Thanks were extended to Cllr Holben for putting the bid together. The new Land Asset Management sub-committee would now take this forward.

5. Chairman's correspondence

The Chairman had received an invitation to attend the Royal Air Forces Association's Annual Service of Remembrance and Thanksgiving for the 72nd Anniversary of the Battle of Britain on 16th September. He asked if any member would like to attend this event.

6. Presentation by Dirk Rondhout, Chairman/Secretary of Sandgate Amateur Football Club.

Mr Rondhout spoke about the Sandgate Football Club, which is in the Ashford and district Sunday Football League. The club has limited funds and would like to request sponsorship for the purchase of a ride-on lawnmower for the cutting of their pitches and they also need a lining machine. The clerk was requested to email a grant application form to Mr Rondhout.

7. Twinning Ceremony

There was a discussion about how to proceed with this in view of the fact that the Twinning Group is not active anymore, other than with events such as the petanque match. The clerk was requested to invite John Cutmore or other representative to the next meeting.

8. Petanque event – feedback

Cllr Holben had previously circulated a written report on the event, which highlighted the successes and also the areas for improvement. It was agreed that more of these events would be very good. She especially wished to thank John Moorhouse at the district council for his help with grass cutting at the last minute. Four members of the public had requested that a Bowles Club be started.

9. Finance update and invoices for approval

9.1 The RFO/Parish Clerk produced a schedule of invoices, which was approved by members and signed by the Finance Committee Chairman.

Date invoice received	Payee	Budget allocation	Net Amount	VAT	Total	Cheque number
06/07	Dover District Council	Environment	75.00	-	£75.00	100706
29/06	Worthingtons Solicitors	Land Asset Management	150.00	30.00	£180.00	100707
28/06	Super Cups Vending	Vending machine	28.62	-	£28.62	100708
02/07	KALC	Training	60.00	12.00	£72.00	100709
03/07	Michael Chalk	Cleaning	72.00	-	£72.00	100710
03/07	HM Revenue & Customs	Staff costs	632.88	-	632.88	100711
05/07	Kent County Council	Library 50%	1,446.61	-	£1,446.61	100712
	TOTAL		2,465.11	42.00	£2,507.11	

9.2 The bank statements were checked and the bank reconciliation was approved and signed by the Finance Committee Chairman.

9.3 The RFO/clerk reported that the amendments approved at the last Finance Committee meeting had been made to the budgets.

9.4 The RFO/clerk reported that she needed to make one more amendment – as previously agreed, the balance remaining at the end of the last financial year for Office Equipment & Furniture needed to be brought forward and added to this year's budget. This will bring the current overspend back into credit. This was because the new computer was purchased this year and not in the last financial year as originally budgeted for.

9.5 Cllr Prater reported that he had looked into the additional receipt of £1,000 from KCC but due to staff illness he was not yet able to check details of the over payment.

10. Finance Committee report

- 10.1 Cllr N Bliss reported that the minutes of the previous meeting had been circulated.
- 10.2 Arrangements for the parish council's Olympic Torch event were progressing.
- 10.3 Cllr Prater reported that the flags would go back up on the lampposts on Friday. He would send the list of the columns that had been condemned, and therefore not to be used for flags, to the Chairman.
- 10.4 Cllr L Griggs wished to step down from being a member of the Finance Committee; it was therefore proposed that Cllr R Grundy be appointed.
Proposed by: Cllr R Bliss
Seconded by: Cllr N Bliss
Agreed unanimously.
- 10.5 Some of the older litter bins were showing signs of rust; it was agreed that maintenance of these should be taken up by the new Land Asset Management sub-committee and would go on the agenda for the first meeting.
- 10.6 It was felt that more litter bins were needed on the recreation ground; this would also be looked at by the LAM sub-committee.
- 10.7 Cllr Findlay-Stone and the clerk were looking into the matter of the two damaged bins; this could possibly be an insurance claim.
- 10.8 It was proposed that the parish council should sign up for the pilot to trial one of the new electronic litter bins. The total cost would be £3,000; the cost to the parish council would be £1,500. The best location for it would be Granville Parade. It voted that this would be subject to the council seeing details of the scheme and any data collected from other pilot areas.
Proposed by: Cllr N Bliss
Seconded by: Cllr M Findlay-Stone
Voted: 6 in favour; 2 against. Motion carried.
- 10.9 Cllr Holben and the clerk were taking up the matter of possibly having 'no ball games' signs in the shopping area in Enbrook Valley with the district council. A solution to the concerns raised by shop keepers needs to be found.
- 10.10 Library support: the clerk reported that Kent Libraries had not yet made a decision as to whether volunteers would be allowed to operate the electronic management system. Cllr Prater said that he would discuss this matter with officers at Kent County Council and The Chairman would discuss it at member level at KCC.
- 10.11 In the meantime, the clerk had received an offer of voluntary help from someone recently employed by the district council. This person would help with phone calls, emails and correspondence while the clerk was on annual leave.

11. Environment Committee report

- 11.1 The minutes of the last meeting had been previously circulated.
- 11.2 Some high visibility vests had been purchased; more were being given to the council for marshals at the parish council's Olympic Torch event.
- 11.3 Councillors had met with Dave Shore of SDC regarding the High Street Innovation Fund. He would address the Business Forum at its next meeting on 23rd July and get their vision.
- 11.4 Cllr Griffith reported on Speed Watch – the schedule was prepared, six people had been trained, more volunteers were needed. The PCSO had offered to help after his annual leave.
- 11.5 Two quotes had been sought for the cost of purchasing a notice board to go on the side of the toilet block regarding beach information. One quote was for approximately £800 - £1,000 depending on the board chosen, the second quote was for £326.39 for three frames holding 4 x A4 sheets. It was proposed to go with the second quote. Cllr Findlay-Stone agreed to check that the aluminium was suitable for salt air.
Proposed by: Cllr M Findlay-Stone
Seconded by: Cllr N Bliss
Agreed unanimously.

- 11.6 Cllr Findlay-Stone thanked Cllr Prater for producing a poster for the rock pooling event.
- 11.7 The clerk was requested to get the Emergency Plan updated; she should liaise with the district council so that it ties in with the district's Emergency Plan.
- 11.8 The clerk apologised for not yet setting up the training to develop a Community Response Team for Sandgate; she would progress with this.
- 11.9 After a strong push from the parish council, the village was finally getting a massive street clean up. The district council had said that fines may possibly be imposed on Veolia should the problems return.
- 11.10 Cllr Findlay-Stone would liaise with the district council regarding the possibility of having a new bus shelter outside No 15 in the high street. She would bring proposals to the next full council meeting.
- 11.11 Cllr Findlay-Stone was liaising with SDC re maintenance of the toilet block as part of the criteria of the Quality Coast Award.
- 11.12 It was mentioned that the council should be careful about the number of signs put up; the district council's policy is not to have too many signs and were taking some signage down across the district.

12. Planning Committee report

In Cllr Fuller's absence, Cllr Prater reported that the report was as per the minutes previously circulated.

13. Information

- 13.1 The parish clerk reported that a new standards regime was being introduced. Part of this requires each councillor **to complete** a notification of interests. The signed copy **must be sent** to Peter Wignall, the Monitoring Officer at SDC by **no later than 28th July**. The clerk requested that councillors inform her by email when this had been done. When the forms have been signed by the Monitoring Officer, copies will be sent to the clerk; these would then need to be put on the parish council's website. Councillors were advised to read the notes carefully as they must declare their spouses/partners' interests.
- 13.2 The district council would be adopting its new Standards Regime on 11th July. This would then be sent out to councils to review. NALC has produced its own version. The parish council **must vote** on which version to adopt. This **must be decided** at the council's next meeting in September.
- 13.3 Cllr Griggs reported on the latest update received from David Cowell on the broadband connection for Sandgate, the VAT registration and the Village Green application.

14. Date of the next meeting – this was confirmed to be Tuesday 11th September 2012 at 7pm.

The meeting closed at 8.40pm

Chairman of the Council.....

Date 11th September 2012