

SANDGATE PARISH COUNCIL Minutes of a PARISH COUNCIL MEETING Held at 7pm on Tuesday 17 April 2018

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

Present: Chairman Councillor Robert Bliss

Councillors Nina Bliss, Marjorie Findlay-Stone, Michael Fitch, Gary Fuller,

Jan Holben, Tim Prater, Nabin Siwa, Kurt Stephens Guy

Valentine-Neale and Adrian Watts

Clerk P Savage

There was no report from the PCSO. Noted that another PCSO was being trained for the area.

There were no members of the public present.

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

- 1. Apologies for absence: there were none as all councillors were present.
- 2. **Declarations of Interest** there were none
- 3. Minutes of the last meeting the minutes of the Parish Council meeting held on 20 March 2018, having been previously circulated, were approved as a correct record and signed by the Chairman.

 Agreed by all who had been present at the meeting.

Proposed by Councillor Tim Prater

Seconded by Councillor Marjorie Findlay-Stone

4. Chairman's opening remarks

The Chairman reminded the Council that in addition to routine business there were a number of other issues to consider

5. Chairman's Correspondence

Email from Folkestone and Hythe District Council in respect of the World War 1 memorial fund, to which the Parish Council had applied for funding.

The Chairman also reminded councillors that their emails on council business were potentially disclosable under Freedom of Information legislation and that care should therefore be taken about how emails were worded.

6. Sandgate Design Statement: appendix A

Councillor Guy Valentine-Stone introduced this item which had been circulated as part of the agenda.

RESOLVED: that the process (including the criteria, protocol and development control implications) be approved for submission to Folkestone and Hythe District Council as part of the revised Sandgate Design Statement.

Proposed by Councillor Guy Valentine-Neale Seconded by Councillor Tim Prater

7. Sandgate Woods and Martello Towers

The Responsible Finance Officer updated the Council by running through the final draft of the leaflet that was due to be published. The Council made the following observations: the question should be given greater prominence on the back page at the expense of other unrelated items; headings should be inserted on the centre spread; other minor changes.

RESOLVED to confirm that (1) the referendum take place on Wednesday 9 May 2018 between the hours of 9am to 9pm staffed by the RFO and other staff;

- (2) the count be completed immediately afterwards;
- (3) the entire process to be open to scrutiny
- (4) public meetings be held as previously arranged with RFO giving presentation and assisted by Councillors Stephens, Watts, Valentine-Neal and Holben on 26 April and by Councillors Nina Bliss, Robert Bliss, Watts, Valentine-Neale, Holben, Stephens, Prater and Fitch on 2 May (5) leaflets be finalised by RFO on 18 April for printing by 20 April and delivery throughout the Parish Council area by Monday 23 April (further copies to available at public locations) (6) Councillors Jan Holben, Adrian Watts, Michael Fitch Tim Prater. Gary Fuller and Marjorie Findlay-Stone to assist with leaflet delivery

8. Sandgate Library Committee report

Councillor Robert Bliss reported that the half yearly meeting was imminent but that the library continued to outperform nearly all libraries in Kent.

9. Land Assets Management Sub-Committee report

The minutes had been circulated earlier that day. The RFO drew the Council's attention to the proposal to deal with the toilet provision.

10. 2017/18 and 2018/19 Finance reports

The Deputy Clerk/Responsible Finance Officer advised that he was beginning the process of year end reporting for 2017/18. It had been a year of heavy spend largely because of unexpected circumstances. He was intending to keep a stringent eye on expenditure for 2018/19.

11. Finance Committee report

The minutes had been circulated earlier that day.

12. Environment Committee report

The minutes of the meeting of the Committee had been circulated.

13. Planning Committee report

Councillor Fuller advised that minutes of meetings had been circulated and that a further meeting had been held immediately before the Council meeting.

- **14. KALC report** Councillor Fuller had forwarded the invitation to councillors to attend the planning training.
- **15. Information** there was no further information
- 16. Date of next meeting Tuesday 15 May 2018

Signed by the Chairman	Date

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The meeting ended at 8.16 pm.