



SANDGATE PARISH COUNCIL
Minutes of a PARISH COUNCIL MEETING
Held at 6.30pm on Tuesday 16th November 2021

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

Present: **Chairman** **Councillor Tim Prater**
 Councillors **Michael Fitch, Vicki Parsons, Nabin Siwa, Guy Valentine-Neale**
 and Adrian Watts

Clerks **G Thomas & J Tugwood**

There was no report from the PCSO.

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 6.30 pm

1. **Apologies for absence:** Cllr Nina Bliss, Gary Fuller, Vannessa Reay, Tracy Stephens and Lewis Whitnall
2. **Declarations of Interest** – none at this time
3. **Minutes of the last meeting** – the minutes of the meeting of the Parish Council held on 19th October 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.**
4. **Chairman’s opening remarks & correspondance**
 - It was noted that thanks were given to all who attended at the Remembrance Day Service at St Paul’s on 14th November. It was agreed that letters of thanks should be sent to St Paul’s and also to the Royal Norfolk for their kind hospitality every year.
 - It was noted that the annual tree survey, undertaken by David Sephton, had given the two parks an overall clean bill of health with only limited works relating to mulching and loosening of guards around trees.
 - It was noted that the planting of both orchards would be taking place on Sunday, and that Leonie would be grateful for any assistance in this undertaking.
 - It was noted that the first offer for tree sponsorship of £100 had been received. A plaque would be attached at each orchard in June for the Jubilee with the names of the twelve sponsors, it was further noted that sponsorship of an FHDC memorial tree was £750.00.
5. **Planning Committee** It was noted that the minutes had been circulated.
6. **Environment Committee** It was noted that the minutes had been circulated.

7. **Resources Committee report.** Cllr Watts offered his thanks to the new RFO Julie Tugwood for her industry and success in bank reconciliation for September and October, KCC recharges and VAT claim.

7.1 Precept-annual budget discussion It was noted that SPC was required to notify F&HDC of its precept request by the end of January. SPC will only receive confirmation of the "Tax Base" (number of residences on which Council Tax is calculated, adjusted for deductions) in the parish by middle / end of December from F&HDC, which is a key part of determining the precept per household. It was hoped that this year would see an increase in the total number of residences in the parish due to the developments in Shorncliffe and Encombe, which would improve the precept position, but this was still to be confirmed. For the financial year 20/21, the tax base dropped by 3.5% in Sandgate from the previous year, largely due to the impact of Covid increasing the number of households able to claim a Council Tax reduction.

7.2 Frequency of Resources Meetings It was noted that the Resources meetings would no longer occur monthly but only when issues arose that needed in person group discussions. All general financial reportage would occur instead at Full Council meetings. It was agreed that the next meeting of the Resources Committee would be 11th January.

7.3 It was noted that the Hampshire Trust account had reached maturity and it was proposed to reinvest for a further 1 year as there was only very limited financial benefit from a two year commitment.

Proposed by Cllr Tim Prater
Seconded by Cllr Guy Valentine-Neale
Agreed by all

It was agreed that there was the necessity for new signatories for the account and it was proposed that these should be the two clerks, Parish Chairman and Chairman of the Resources Committee

Proposed by Cllr Adrian Watts
Seconded by Cllr Tim Prater
Agreed by all

8. **Library Committee report** - It was noted that no committee had taken place since the previous Main Council.
9. **KALC** – It was noted that all KALC bulletins were being regularly received by the members and that an interesting environmental bulletin had recently been received
10. **Twining-** It was noted that Cllr Watts had attended the Remembrance Day services in Sangatte, and had been warmly welcomed. It was noted that the services had been, as usual very poignant, and that the cemeteries were beautifully maintained. It was agreed that a letter of thanks should be sent to Sangatte for their kind hospitality and Cllr Watts was thanked for his attendance
11. **Christmas and the New Year** It was noted that the parish office would be closed from 25th December to January 3rd inclusive, although the library would be open on 30th and 31st December..
12. **Information**-none at this time
13. **Date of next meeting 14th December 2021**

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

