



SANDGATE PARISH COUNCIL
Minutes of a PARISH COUNCIL MEETING
Held on 23rd September at 6.30pm

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

~~~~~  
**Present**

**Chair: Cllr Tim Prater**

**Councillors: Michael Fitch, Gary Fuller, Peter Hickman, Simon Horton, Nicola South & Guy Valentine-Neale.**

**Clerks: G Thomas & Chani Sanger**  
~~~~~

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 absences: Hazel Barrett, Susan Claris, Kirsty Hogben & Rosa Morris,**
2. **Declarations of Interest Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council's Code of Conduct and by the Localism Act 2011** Councillors Tim Prater & Gary Fuller declared an interest in agenda item 7.1
3. **Minutes of the Parish Council Meeting held on 22nd July 2024 to be confirmed as a correct record and signed.**
Proposed by Simon Horton
Seconded by Michael Fitch
Agreed by all.
4. **Chair's opening remarks & correspondence**
It was noted that at the beginning of July, Tim Prater attended the Joint Transportation Board, of which he is now Chair, to present the case for 20mph speed limit in Sandgate High Street. It was noted that this presentation was deemed persuasive and that it met with the unanimous support of the JTB. A letter was received in August that Officers had reconsidered opposition to the scheme and approved a section between Lachlan Way and Coastguard Cottages which, whilst this was not everything which had been requested, was deemed adequate.
The condition for the scheme going forward was prefaced on SPC financing it. It was noted that the cost of around £5k for the addition plans, traffic regulation orders and consultation would be met by Tim Prater and Gary Fuller's Ward Members Grants. The further funding of around £5,000.00 would need to be identified.
It was noted that thanks should be given to Dylan Jefferies for his support in getting the proposal included on the JTB agenda and to Rory Love who offered useful advice.
It was noted that the play park resurfacing at Sandgate Park and Fremantle Park was to start on 24th September, weather permitting. (*Nicola South joined the meeting 6.40*) and that there would be some necessary closures of the areas.
It was noted that the signage for the Sea bathing would be attached to the railings on the beach this week.

It was noted that a Planning Application had been submitted for solar panels on the Boathouse

5. **Planning Committee report** It was noted the minutes to the previous Planning Committee had been circulated. It had been a quiet period for planning applications with the majority relating to extensions to existing builds

6. **Environment Committee report**

It was noted that the minutes of the previous Environment Committee, and key actions and priorities had been circulated.

6.1 Installation of addition cycle racks for discussion and approval

It was noted that there had been formal agreement by the owners FHDC, for the installation of two cycle racks in the Undercroft of the library and an additional one to be placed on the Village Green. It was proposed that up to £350.00 from the Environmental Improvement budget could be expended for the supply and installation of the cycle rack on the Green. It was noted that the installation and payments for the ones in the Undercroft could be formally discussed and approved at the next Finance Committee/Full Council meetings.

Proposed by Tim Prater

Secoded by Guy Valentine-Neale

Agreed by all.

7. **Finance Committee report.**

It was noted that the last Finance Committee had taken place on 16th September and that at the next meeting the second quarterly figures would be discussed.

It was noted that the tree survey had taken place, and the report was expected to arrive shortly. The tree survey occurrence would now take place earlier than previously, so that any works could be undertaken during the most acceptable period of tree growth, when birds were not nesting. (*Gary Fuller joined the meeting 6.50*).

7.1 AGAR 23/24- discussion and noting of comments of the external auditor

It was noted that an email had been circulated to members confirming that the External Auditor report had been received. AGAR had been successfully completed with only a minor technical breach recorded, that the council had exceeded the legally required 30 working days Public Rights notice period for advertising the AGAR information in the public forum. The comparison of the External Auditor report of 2022/23 and that of 23/24 show a considerable improvement, the RFO was thanked for her diligence.

It was noticed that a further commentary was added by the auditors that it would be preferable for councils and councillors to have email address with the suffix.gov.uk. It was noted that this was presumably for GDPR / Freedom of Information reasons, safe data storage and to give some reassurance of the veracity of the email holder. It was likely the new use of the suffix might become a legal requirement in the future and this additional cost would need to be built into the budget. It was noted that for all councillors to have a dedicated.gov.uk email, it would have a significant cost. It was agreed therefore, in the short term, that because most of the correspondence with residents was via the parish office, that only the parish office would move towards using the new suffix. The Domain provider, Prater Raines was investigating the issue of change of suffix.

It was proposed that Sandgate Parish Council note the External Auditor report and would next year ensure that the 30 working days of the Public Rights was strictly adhered to and confirm that the other matters raised under minor scope had also been considered and noted.

Proposed by Simon Horton

Secoded by Guy Valentine-Neale

Agreed by all

7.2 Discussion and approval of the virements from CIL and Lottery budgets for payment of £34,995.01 + VAT for play surfaces at Sandgate and Fremantle Park.

As previously noted in the Chair's comments, the play surfaces at Sandgate & Fremantle Parks were to be upgraded during the next two weeks. On the completion to an acceptable standard, payment of £34,995.01 +VAT would be made on receipt of an invoice from Abacus. To facilitate the expedient payment, the funds from CIL and Lottery budgets would need to be vired into the General Funds with the shortfall coming from the Building Contingency Budget.

It was therefore proposed to approve the virements from CIL and Lottery and Building Contingency budgets for payment of £34,995.01 + VAT for play surfaces at Sandgate and Fremantle Park.

Proposed by Simon Horton

Seconded by Tim Prater

Agreed by all

8. Library Committee report

It was noted that Sandgate Parish Council and KCC Libraries, Registration and Archives had reached an agreement regarding the library being provided with dedicated \$106 funding towards improved stock provision. After discussions with the Head of Services and members, an agreement was reached that the Clerk/Librarian would be given authority to spend £40,000 over five/six year on enhanced stock provision. The Clerk had provided KCC with the required proposal for expenditure and it was hoped that soon the Clerk and her Library colleagues would begin to purchase stock. It was agreed that all new acquired stock would be advertised on the parish website to encourage residents to make use of their library. A library cupboard for the storage of children accessible furniture and craft items would be built as part of the expenditure, as the furniture requirements for this age group would be prioritised in the first-year spending.

9. Sea Festival report

It was noted that the minutes of the Sea Festival Committee would be circulated and would include learnings taken from the event.

It was noted that the Sea Festival had been very successful, and the weather had been more benevolent than had at first appeared. Chani was to be thanked for her efforts, as were all the volunteers, sponsors and performers, Harmer & Sons, Saga for the essential use of the car park and Paul Butler from Electoral Services for the use of their PA. It was noted that the format would be followed next year with possible additional events for children and that the budget would need to have financing built in for some more focused events.

10. Amendment to Sandgate Parish Council Standing Order regarding quorum- for agreement

The Chair and Vice-Chair of the Council are ex-officio members of all committees and sub-committees. Each committee and sub-committee set its own Chair, and they will be the Chair of those meetings, not the ex-officio members (unless they are elected to do so by that committee) who DO NOT automatically preside. The ex-officio members of any committee or sub-committee under this clause shall be voting members of that committee, and their attendance will count towards the quorum of that committee or sub-committee.

It was agreed that this amendment was being made for clarity and would not procedurally affect the processes that the parish had adhered to previously.

It was proposed to accept the amendment to Sandgate Parish Council's Standing Order

Proposed by Simon Horton

Seconded by Guy Valentine-Neale

Agreed by all

11. Information

It was agreed that a discussion for a provision of a new parish noticeboard at Shorncliffe should be added to the Environment Committee's agenda.

It was noted that the Sea Sauna would be opening in October.

It was noted that the Christmas late-night shopping event would take place on Friday 6th December.
It was noted that a small MacMillan Coffee Morning would take place in the staff room for members, and staff and volunteers on Friday between 11.00-1.00pm.

- 12. **Date of the next meeting** 28th October 2024 at 6.30pm

Signed by the Chair.....Date.....