



**SANDGATE PARISH COUNCIL**  
**Minutes of a PARISH COUNCIL MEETING**  
**Held on 28<sup>th</sup> April 2025**

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

**Present**

**Chair: Cllr Tim Prater**

**Councillors: Hazel Barrett, Michael Fitch, Gary Fuller, Peter Hickman, Simon Horton, Kirsty Hogben, Rosa Morris, Nicola South & Guy Valentine-Neale**

**Clerks: G Thomas**

1. **Apologies for absences: Susan Claris**
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 – there were none.**
3. **Minutes of the Parish Council Meeting held on 24<sup>th</sup> March 2025 to be confirmed as a correct record and signed.**  
**Proposed by Simon Horton**  
**Seconded by Rosa Morris**  
**Agreed by**
4. **Chair's opening remarks & correspondence**  
Appreciation was extended to Tracy Stephen of Acula Creations for her efforts in organising the Easter Egg Hunt on the High Street. The event was very well attended, and it was encouraging to see families engaging with the many participating businesses and shops.  
  
It was noted that it is currently too early to provide feedback on the 20 mph consultation. However, initial indications suggest that the matter may require involvement from the Joint Transportation Board as part of the decision-making process.
5. **Planning Committee report**  
It was noted that the Planning minutes from the previous meeting had been circulated.
6. **Environment Committee report**  
It was noted that the next Environment Committee meeting would on 12<sup>th</sup> May.
  - a) **Speed Watch**  
A presentation was delivered by Simon Hill, the facilitator of the Speed Watch initiative, and was very well received by members. It was noted that additional volunteers would be welcomed, as increased participation would allow for more frequent Speed Watch events and activities.  
  
In recognition of his efforts, Simon was presented with a KALC Community Award for his instrumental role in the revitalisation of the Speed Watch programme in the area and for his ongoing commitment to improving road safety for all.

7. **Finance Committee report.**

It was noted that a routine Finance Committee meeting had taken place on 7<sup>th</sup> April and minutes had been circulated.

8. **AGAR 24/25- discussions of comments of the internal auditor**

A discussion took place regarding the use of .gov.uk email addresses. It was noted that SPC is currently compliant with the relevant legal requirements, as the Clerk's email address has been updated to include the .gov.uk suffix. At present, it does not appear mandatory for councillors to use similarly designated accounts; however, this will remain under review. Should such a requirement be adopted in the future, it is estimated that the annual cost to the parish would be approximately £1,000.

The meeting also included a discussion of the recently completed Internal Auditor's report, which highlighted the following points: 'Mazars issued their certificate on 10 September 2024 without qualification but with a comment relating to electors' rights. There were two "minor scope for improvement" items in their covering letter. The report with comment was considered by the Council at its meeting on 23 September 2024 but the two minor scope for improvement items were not specifically addressed. For the future the Council should note that any non-administrative remarks, comments, recommendations or qualifications made by the limited assurance regime auditor in their report or elsewhere need to be considered individually and appropriate action recorded.'

This recommendation was noted, and it was proposed that it be adopted going forward.

**Proposed by Tim Prater**

**Seconded by Simon Horton**

**Agreed by all**

9. **Library Committee report**

It was noted that the library continued to benefit from an excellent selection of new books. It was noted that the partner of a member of staff was very unwell, and members sent all good wishes for their continuing recovery.

10. **KALC**

There was a discussion regarding the parish council's membership of KALC and it was agreed that membership would be continued for a further 12 months and approval was given to pay £1826.63 excluding VAT, this payment is within budget.

This recommendation was noted, and it was proposed

**Proposed by Tim Prater**

**Seconded by Simon Horton**

**Agreed by all**

11. **Information**

It was noted that Kent Highways had scheduled the resurfacing of Romney Avenue to take place by the end of 2025.

It was noted that the removal of a dead tree near the Saga entrance would not be taking place in the near future. This decision follows incidents of antisocial behaviour in Enbrook Park, and it was observed that keeping this particular entrance obstructed has improved visibility of individuals engaging in such behaviour, as they are now required to use more visible entry points.

It was agreed that the Sandgate Society may utilise both the Village Green and Wilberforce Green for their Safari Sale stalls, provided that pedestrian access is not obstructed.

12. **Exclusion of the public -To consider the exclusion of the public on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.**

**Proposed by Tim Prater**  
**Seconded by Simon Horton**  
**Agreed by all**

**13. Staff Pay review-for discussion and approval**

It was resolved that the Parish Clerk's hourly pay be increased by £1.24, the Deputy Clerk/RFO by £1.00 per hour and the library staff by 0.77p per hour.

**Proposed by Tim Prater**  
**Seconded by Simon Horton**  
**Agreed by all**

**14. Date of the next meeting 19<sup>th</sup> May at 6.30pm**

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