

Minutes of an Ordinary Meeting of Sandwich Town Council held Monday 18th December 2017, in the Council Chamber, Guildhall, Sandwich at 7:00pm.

Present: Councillors: The Mayor, Cllr Graeme (in the chair)
HJ Bragg
Ms J Dunay
Ms C Felton
JE Franklin
D Friend
MJ Holloway
Ms V Liote
MW Moorhouse
JO Sneller
JJ Watts
DMA Wood

Officer: A Hollobon-Baxter

01.12.17 MAYOR'S OPENING COMMENTS

The Mayor welcome all present.

Mr Mayor asked for silence to remember Cllr Creedy who had died recently.

At the Brightlinsea Choosing Ceremony Mr Mayor was awarded an honorary freeman.

Fisher Street light had finally been restored to working order.

Two proposals for the lease of the Drill Hall currently being considered.

A statement relating to the Boatyard was read.

02.12.17 APOLOGIES

Apologies were received and accepted from Cllrs Carter, Daw, Gisbey and O'Donoghue.

03.12.17 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Cllr Moorhouse stated that he had an interest in planning application 17/01321

04.12.17 MINUTES

(i) To approve the Minutes of the Ordinary Town Council meeting held on 27th November 2017 and to consider any matters arising from those minutes not covered elsewhere on this agenda.

RESOLUTION: The Minutes were approved and signed.

05.12.17 FINANCE COMMITTEE

(i) To receive the Minutes and draft budget of the Finance Committee meeting, held on 7th December 2017, and to consider the Recommendations contained therein.

RECOMMENDATIONS FROM FINANCE COMMITTEE MEETING:

That no grants be awarded.

The budget be approved.

The precept should not be raised.

Staff should be awarded a 2% pay rise for the 2018/19 financial year.

That an hourly rate of £8.13 should be applied to the Public Convenience Staff, the Tourist Information Assistants and the Guildhall Cleaner.

RESOLUTION: The Minutes were approved and signed.

(iii) To receive the Minutes of the Finance Committee meeting, held on 11th December 2017 and to consider the Recommendations contained therein.

Cllr Moorhouse sent his apologies which had been omitted from the minutes and would be added.

RECOMMENDATIONS FROM FINANCE COMMITTEE MEETING:

(a) That a full Sandwich Town Council grant application form be completed by Mrs C George before the request can be accepted.

(b) That the Grant Award Criteria for Sandwich Town Council be amended to include a paragraph which states that in exceptional circumstances Sandwich Town Council will consider offering a larger grant than the stipulated £250.

(c) That once the application is received Sandwich Town Council may consider match funding the Sandwich In Bloom project up to a value of £5,000.

RESOLUTION: The Minutes were approved and signed.

06.11.17 PAYMENT SCHEDULE

The schedule of payments, totalling £14,919.89 was received, approved and signed.

07.12.17 PUBLIC RIGHT TO SPEAK

No one spoke.

08.12.17 POLICE CRIME STATISTICS & COMMUNITY SAFETY

The Council received and considered a report setting out the most recent crime and anti-social behaviour statistics available via the Police.UK website (October 2017).

RESOLUTION: That this information be noted.

09.12.17 PLANNING APPLICATIONS (application plans and papers may be viewed via the Dover District Council website – use of a computer in the Town Clerk’s office is possible by arrangement)

(i) 17/01390 | Replace existing windows and door with upvc | 22 Aynsley Court, Strand Street, Sandwich, CT13 9DU

RESOLUTION: To raise no objections.

(ii) 17/01310 | Erection of partition wall and creation of new opening to form WC. | Sandwich Station, Dover Road, Sandwich, CT13 9JR

RESOLUTION: To raise no objections.

(iii) 17/01321 | Outline application for the erection of an attached dwelling | Site at Land adjacent to, 18 Hazelwood Meadow, Sandwich, CT13 0AP

RESOLUTION: To raise no objections.

(iv) 17/01426 | Demolition of part wall, blocking up of existing gateway and erection of new wrought iron gate | St Oswalds, New Street, Sandwich, CT13 9BD

RESOLUTION: To raise no objections.

(v) 17/01425 | Part demolition of wall, removal of existing gate, erection of low flint wall and the installation of iron gate and side panel | St Oswalds, New Street, Sandwich, CT13 9BD

RESOLUTION: To raise no objections.

(vi) 17/01413 | Alterations to existing door and window openings on front and side elevations and roof alterations | Hermitage House, Loop Street, Sandwich, CT13 9HE

RESOLUTION: To raise no objections.

(vii) 17/01427 | Installation of a heat recovery unit to rear elevation | Market Place Surgery, Cattle Market, Sandwich, CT13 9ET

RESOLUTION: To raise no objections.

(viii) 17/01472 | Part change of use to residential | No. 5, Potter Street, Sandwich, CT13 9DR

RESOLUTION: To raise no objections.

(ix) 17/00454 | Appeal for Erection of 3 dwellings | Land adjoining 4 Woodnesborough Road, Sandwich, CT13 0AA

RESOLUTION: To raise no objections.

10.11.17

PLANNING DECISIONS & CORRESPONDENCE

The Following planning decisions were reported from Dover District Council:
17/01215 12 Aynsley Court, Strand Street, Sandwich, CT13 1HF - Extension of first floor balcony - Decision 30/11/17 - Granted Permission

11.11.17

FINANCE

Members received The Sandwich Town Council Statement of Accounts as at 30th November 2017.

RESOLUTION: Noted

12.12.17

A NEW VISION FOR SANDWICH

Members were asked to refer to confidential item – Guildhall Project later within the agenda

RESOLUTION: Noted

13.12.17

WHITE CLIFFS COUNTY TOURISM ASSOCIATION

To receive and consider a report from Councillor Gisbey.
Cllr Bragg suggested that Cllr Gisbey takes up changing minds of cruise ship companies.
Cllr Holloway advised that as Portfolio holder for Tourism perhaps a pre-meeting for March or April could be arranged with Graham Hutchinson from WCCTA.

RESOLUTION: Noted with Cllr's Gisbey and Holloway to peruse.

14.12.17

THE CHIMES

The Mayor offered a verbal update. Following lengthy discussions Cllr Bragg proposed that no action be taken until MP Craig Mackinlay receives a response from the Pickles Statement. This was unanimously agreed.

RESOLUTION: No further action until such time as there is a response from the Pickles Statement.

15.12.17

DEAL AREA FOOD BANK

Councillor Wood gave a verbal update on the importance of supporting this organisation which assist so many residents. Cllr Wood also thanked the Council for their financial support and allocation of monies subject to receiving more information and the relevant paperwork. The Mayor suggested that Deal Area Food Bank, if possible, be invited to attend a Pre-meeting in February.

RESOLUTION: Deal Area Food Bank to be invited to Pre-Meeting in February 2018.

16.12.17

2018 KALC COMMUNITY AWARDS SCHEME

To consider a verbal update on this process by Councillor Holloway.

RESOLUTION: This was a mistake and was withdrawn.

17.12.17

UPDATES FROM TOWN COUNCILLORS REGARDING OUTSIDE BODIES ON WHICH THEY REPRESENT SANDWICH TOWN COUNCIL

Cllr Liote advised that Cllr's Gisbey and O'Donoghue had attended the Visit Kent event at Dover Port on 5th December 2017 who had a lot to offer and Councillors hoped to work more closely with this partner in the future. Cllr Liote offered to discuss tourism opportunities with Visit Kent cruise ships which would be more prevalent in the future.

RESOLUTION: Noted. Cllr Liote to contact Visit Kent regarding Cruise Ship tourism contacts.

Cllr Watts advised that he had attended a meeting with Port and Haven Commissioners the previous week. Port and Haven rise in charges/dues was discussed and there is now an accountant in place who has suggested heavy increases in mooring dues. Cllr Watts also advised that the moorings in the estuary from yachts is being investigated.

RESOLUTION: Noted and Cllr Watts to keep Council updated.

18.12.17

REPORT OF DISTRICT COUNCILLORS ON MATTERS DIRECTLY RELATED TO SANDWICH

Cllr Holloway advised that a study of tourism had been commissioned in the area to stock take and see where it can make a difference i.e. Heritage, outdoors (walking, golf, cycling), coastal or gateway. DDC Tourism is also looking at Partnerships to raise profile, prosperity and jobs. When the outline document is received Cllr Holloway offered a presentation to STC. Cllr Holloway also advised that a Marketing manager for this district is to be appointed in 2018.

Cllr Chandler, Chair of DDC, gave a brief statement regarding the Boatyard statement that had been issued 18th December 2017 by DDC. Within this statement DDC accepted, in full, the recommendations of an independent review and the conclusions were DDC did not allocate due diligence, they were slow to recognise, address and resolve the lease and accepts that internal controls should be updated with immediate effect, with lease training. Nadeem Aziz apologised and will rectify mistakes made.

Cllr Chandler also advised that A & E departments with East Kent are changing. A & E could be at Ashford or shell of Hospital outside Canterbury but not at William Harvey or QEQM. It was felt that the Hospital outside Canterbury should add to William Harvey and QEQM not instead of. There is also potential to house a new hospital outside of Canterbury. However, Cllr Chandler advised that these are ongoing matters.

19.12.17

REPORT FROM MEMBER OF PARLIAMENT ON MATTERS DIRECTLY RELATED TO SANDWICH

This report was noted and it was hoped these would be received each and every month going forward.

20.12.17

CONFIDENTIAL ITEM

(i) It is recommended that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

RESOLUTION: Noted.

(ii) To receive, consider and note HR report from Acting Town Clerk.

The Mayor also advised Councillors that following interviews today (18th December 2017) the interview panel would like to employ two caretakers. One full time (37.5 hrs per week) and the other slightly less (30 hrs per week) with effect from January 2018.

RESOLUTION: Noted and agreed. Acting Town Clerk to prepare employment papers.

(iii) To receive, consider and note Shop Watch report from Acting Town Clerk.

Cllr Holloway, as Chair of PCC, offered to submit an application to cover Shop Watch monies for April 2018 onwards.

All Councillors agreed with Cllr Watts who stated we are responsible employers and should use Shop Watch with immediate effect.

RESOLUTION: Noted and agreed to join scheme with immediate effect.

(iv) To receive a consider Guildhall Project report and attachment from Museum and Heritage Manager.

Museum and Heritage Manager updated Councillors regarding the changes within HLF funding and advised that there would be a further update meeting on Monday 8th January 2018 regarding A New Vision for Sandwich HLF Bid.

RESOLUTION: Noted and agreed.

21. DATE OF NEXT MEETING

Monday 29th January 2018, at 7pm, in the Council Chamber, Guildhall (**Ordinary Meeting**).