

MINUTES OF THE ANNUAL TOWN MEETING FOR SANDWICH
WEDNESDAY 9th MARCH 2016 AT 7PM, GUILDHALL

Attendees:

From Sandwich Town Council

The Mayor, Cllr Graeme (in the chair)
Cllr HJ Bragg
Cllr PI Carter
Cllr Mrs JL Dunay
Cllr JE Franklin
Cllr JEM Gisbey
Cllr MJ Holloway
Cllr Mrs VA Lioté
Cllr C Miller
Cllr JJ Watts
Cllr DMA Wood

From Dover District Council:

Cllr Sue Chandler, Chairman of Dover District Council, who will be talking later about the Open Parks Project
Cllr Michael Conolly, Deputy Leader of DDC
Cllr Trevor Bartlett, DDC Portfolio Holder for Property Management and Public Protection
Cllr Nigel Collor, DDC Portfolio Holder for Access and Licensing
Mr Roger Walton, DDC Head of Environment & Corporate Assets
Cllr Bernard Butcher, one of the three District Councillors for Sandwich

From Kent County Council:

County Councillor for Sandwich Leyland Ridings MBE
Andrew Westwood, Traffic Manager
Tim Middleton, Freight & Networks Improvement Officer
Stephanie Wadhams, Highways Operations

From East Kent Housing:

Tim Goss, Area Maintenance Manager

From Sandwich Town Team:

The Chairman of the Town Team, Mr Richard Ralph

From Sandwich Historical Boatyard Trust:

Mr Bob Hills & Mr Bob Martin.

And in the audience, from Kent Police:

Our local Police Community Support Officers, PCSO Ian Norton and PCSO Amy Youden

1. MAYOR'S WELCOME AND INTRODUCTION TO REPRESENTATIVES (incl. INTRODUCTION TO NEW COUNCIL MEMBERS)

The Mayor, Cllr Paul Graeme, welcomed those present and explained the aim of combining the Annual Town Meeting and Neighbourhood Forum.

The Mayor introduced the new councillors who were elected in May 2015:

- Cllr Jeff Franklin
- Cllr John Gisbey
- Cllr MJ Holloway, who is also one of the three District Councillors for Sandwich

Cllr Mrs O'Donoghue and Cllr Trim, who were also elected in May last year were mentioned but were not present at the meeting.

2. **APOLOGIES FOR ABSENCE**

The Town Clerk provided the following apologies:

Cllr Chris Trim	Sandwich TC
Cllr Ms O'Donoghue	Sandwich TC
Cllr Richard Daw	Sandwich TC
Ann Barnes, Police & Crime Commissioner	Kent Police
Chief Constable Alan Pughsley	Kent Police
C/I Stephen Barlow	Kent Police
Sally Benge, Strategic Transport & Development Planner	KCC (Highways)
Mr Matthew Balfour, Cabinet Member for Environment & Transport	KCC*
Mr Paul Carter, Leader	KCC
Mr Graham Gibbens, Cabinet Member for Adult Social Care & Public Health	KCC
Ms Christy Holden, Head of Strategic Commissioning Accommodation Solutions	KCC
John Burr, Director of Highways, Transportation & Waste	KCC
Angela Slaven, Director of Libraries, Registration & Archives	KCC
Mr Nadeem Aziz, Chief Executive	DDC*
Mr Martin Leggatt, Head of Assets & Building Control	DDC
Cllr Nicholas Kenton, Portfolio Holder for Environment, Waste & Planning	DDC
Craig Mackinlay MP	Parliament
Andrew Pearce, Area Manager - Kent & South London	EA*
Debbie McNamara, Operations Team Leader - the Stour	EA

Kent County Council, Dover District Council and the Environment Agency

3. **MAYOR'S ANNUAL REPORT**

The Mayor provided his annual report, a copy of which is attached to the official minutes.

4. **MINUTES (incl. QUESTION & ANSWER SESSION 2015)**

The Minutes of the Annual Assembly of the Town Meeting of Sandwich, held on Wednesday 18th March 2015, were approved.

5. **STATEMENT OF ACCOUNTS**

The un-audited financial statements as at 31st January 2016 for Sandwich Town Council and Sandwich Toll Bridge Fund were noted. It was clarified that the financial year for the Council and the Charity runs from 1st April to 31st March and the accounts are audited at the end of the financial year.

6. **TOWN UPDATES & DDC NEIGHBOURHOOD FORUM**

(i) Traffic & Transportation, introduction by Richard Ralph (Chairman of the Town Team), presentation by Tim Middleton & Andrew Westwood (Kent County Council's Highways department).

A member of the public asked how they might become involved and contribute to KCC's proposed schedule for the implementation of the first phase of the Traffic White Paper?

It was confirmed that there were two ways in which this can be done:

a) By actively involving yourself in the Consultation Process e.g. speaking with the Town Planning Consultants and voicing your opinions. And,

b) The process will include a second stage Lorry Watch to review the effect of the Experimental Traffic Regulation Orders, signs and gateways. The Mayor reported that he was certain that the Town Team would welcome volunteers to take part in the collection of Lorry Watch data and anyone who would like to help could speak to Carole George (present at the meeting) or available by email at Carole.george@hotmail.co.uk

A resident of Upper Strand Street asked for assurances that traffic management measures put into place on town centre streets will not have a detrimental effect on other areas of the town. The Mayor assured the resident and anyone else who is concerned about this that the traffic consultants will look at Sandwich town holistically. They have been specifically asked, through the consultancy brief, to examine the impact any proposals may have on surrounding areas, and to take into account the routes leading to and from the town. In addition it has been emphasised that the consultants must gain agreement from the residents of Sandwich for their proposals, via pre-consultation engagement as well as a full consultation process.

The same resident of Upper Strand Street also asked for further information about how public consultation will take place and what assurances there are that the public will be fully involved in the development of proposals? The following response was given by the Mayor: public consultation is a key element of the terms of reference for the town planning/transport engineer consultants. This is written into the contract. They will be required to consult with the community at various key points between now and the end of July. This will include consultation in the form of an open day and meetings with targeted focus groups such as the traders, schools, heritage/history society. Throughout the process residents will also be encouraged to send their views direct to the consultants and STC as the consultants work through the traffic challenges confronting the town. At key points during the consultancy, the consultants must give a progress report to STC which will look to ensure that proper consultation is being carried out.

A resident of Strand Street raised questions regarding the Quay and the traffic management study. The Mayor responded that although certain roads were specifically mentioned within the consultants remit the work will look at Sandwich Town holistically, taking into account the routes leading to and from the Town, which will include the Quay. And as previously mentioned, local residents will have the opportunity to work with the consultants to help ensure that problems aren't moved from one area to another. This is an exciting project for Sandwich.

A resident questioned how consultants will be funded. It was confirmed that the decision was taken by Sandwich Town Council on 30th November 2015 to invest S106 and developer contribution funds (then totalling £80,319) into proposals to examine and address traffic issues around Sandwich. This decision was confirmed and clarified by the following resolution of Council made at its meeting on 29th February: "That Sandwich Town Council confirms it is content for Kent County Council to use the allocated funds from S106 monies to investigate and potentially install traffic calming measures in High Street, New Street, Moat Sole and Strand Street on traffic flow, rat running, public and trade vehicle access, parking provision and the environment for residents; in New Street on traffic speed; and to advise on any mitigation measures deemed necessary as a consequence".

Councillors considered issues raised by the Town Team based on feedback from members of the public, and also brought to bear their own experiences, when considering investment in addressing traffic problems facing our town and you will note that the resolution of 29th February clarified that speed and rat running were not the two only reasons for this investment.

(ii) Heritage:

- a) Historical Boatyard Trust: presentation by Bob Hills & Bob Martin.
- b) Barbican: presentation by Tim Goss, EK Housing.
- c) 800th Celebration of the Battle of Sandwich, Magna Carta & Guildhall Museum: Presentation by Cllr John Gisbey.

(iii) Sandwich Open Parks Project: Presentation given by Cllr Sue Chandler.

7. QUESTION & ANSWER SESSION

a) A local resident, and former member of Sandwich ACF, asked the town council to put some pressure on SERFCA, MOD and the Government to keep the Cadets open. It was confirmed that the town council has already contacted the owners of the Drill Hall to ask for clarification about the future of the building; the enquiry will be stepped up.

b) Clarification was sought on what is happening with the bicycle racks on No Name Street.

It was confirmed that the pavement area at No Name Street is a key pedestrian meeting point, in particular for the elderly, many with mobility challenges, and families, mums and dads with prams. Dover District Council in conjunction with the No Name Street bistro and Councillor Leyland Ridings MBE have started to make a number of improvements, by

- Replacing the cobbled surface with slabs,
- Removing clutter to make more space available for pedestrians
- Replacement of rotting and rusting benches with new
- Deconflicting the restricted space between pedestrians and cyclists, making it a pedestrian zone.
- Enabling the traders rubbish bin to be relocated into the corner (where the cycle racks were) away from the outer pavement creating more space for pedestrians to walk

Making Sandwich more pedestrian friendly and safer is a priority for STC, DDC and KCC in the work that is now being pursued on traffic.

There are three cycle racks close to No Name Street in the centre of town:

- 1) Opposite Goats that Dance, 30 yards from No Name Street;
- 2) Opposite the New Inn on Delf Street, 60 yards from No Name Street;
- 3) Outside the Post Office sorting office in King's Street, approximately 150 yards from No Name Street.

All of which are underutilised. These racks are in addition to the ones at the Guildhall, Quay and Guildhall Car Park.

The Mayor confirmed that Spokes, the cycling lobby group, will be fully consulted in the traffic consultation taking place over the next few months to ensure that Sandwich is enhanced as a cycle friendly town.

8. CLOSE OF MEETING

The Mayor closed the meeting by thanking all the speakers and all those attending from outside bodies who have taken time from their busy schedules to be here tonight.

Cllr MJ Holloway was specifically thanked for the work he has done to help bring this meeting together, as was Laura Fidler, Town Clerk, Kevin Cook, Town Sergeant and all the Town Council staff who have worked hard to organise the meeting.

All local residents who attended were thanked for their questions and their continued interest in Sandwich.