

Minutes of a meeting of the Sandwich Town Council Advisory Committee held on 16th September 2019, in the Council Chamber, Guildhall, Sandwich, at 7pm.

Present: Cllr JE Franklin, (The Mayor, in the chair)
HJ Bragg
MJ Holloway
AE Fox
DR Friend
WP Staple

Officer: Miss L. Fidler (Minutes)
Ms A Hollobon-Baxter

Cllr Graeme was also in attendance as an observer

21.09.19 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Carter who had a work commitment and Cllr Heaven who had a personal commitment.

22.09.19 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

No declarations of disclosable pecuniary interests or other significant interests were made.

23.09.19 MINUTES

Councillors received the Minutes of the Advisory Committee Meeting, held on 19th March 2019 and considered whether there were any matters arising from those minutes not covered elsewhere on this agenda; no matters were reported.

24.09.19 WARD BOUNDARIES

Councillors considered whether to progress with a motion that was previously raised by then-Mayor Cllr Veronica Liote for the amalgamation of the Sandwich North and South Town Council wards to be investigated, with the overall aim of bringing the town together. This matter was deferred from July's Council Meeting for consideration by the Advisory Committee [Minute 22.07.19]

RECOMMENDATION: The Project Manager should establish a cross-party working group of councillors to investigate this matter in greater detail.

25.09.19 CONTROLLED FREE PARKING

Councillors considered whether two hours free parking within Sandwich should be recommended to Dover District Council. This is a proposal raised by the Town Team that was deferred from July's Council Meeting for consideration by the Advisory Committee [Minute 25.07.19(ii)]. The Clerk reported that she has asked DDC if controlled free parking has ever been considered and awaits a response.

RECOMMENDATION: Sandwich Town Council should not take this matter forward.

26.09.19 MISSION STATEMENT & BUSINESS PLAN

Councillors considered what further updates need to be made to the "Mission Statement & Business Plan 2019 – 2023". This matter was deferred from July's Council Meeting for consideration by the Advisory Committee [Minute

26.07.19]. Cllr Fox explained the rationale behind the changes made thus far.
RECOMMENDATION: Following an amendment proposed by Cllr Staple the document will be shared with all councillors for consideration prior to the next Council meeting for input.

27.09.19 DATE AND TIME OF NEXT MEETING

To be arranged as required.

Summary of actions:

Minutes	Action	Member/Officer to complete	Update/record of completion
23.09.19	Cross-party working group to consider amalgamation of Wards	AHB / select Cllrs	
24.09.19	Inform Town Team that controlled free parking won't be supported by STC	AHB	
25.09.19	Update to Business Plan & distribution to all councillors prior to next Council meeting.	AF / LF	Document updated and sent to all councillors 19/09/19.