

Minutes of an Ordinary Meeting of Sandwich Town Council held on Monday 28th February 2022 at 6:00pm, in the Delf Room, Guildhall, Sandwich.

Present: Councillors: The Mayor, Cllr PG Graeme (in the chair)

**HJ Bragg
D Carter
P Carter
M Clements
A Fox
J Franklin
D Friend
N Gray
K Heaven
M Lintott
D Marie
HW Sampson
C Ungerson
C Wiles**

Officers: A Hollobon-Baxter (Minutes)

08.02.22 MAYOR'S OPENING COMMENTS

The Mayor welcomed everyone.

09.02.22 APPROVAL FOR APOLOGIES FOR ABSENCE

Apologies were received from Cllr Sivrikaya (unwell) and accepted.

10.02.22 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

There were none.

11.02.22 MINUTES

To approve the Minutes of the Ordinary Meeting of Sandwich Town Council held on 24th January 2022.

Cllr Heaven asked for item 53/01/22 to be chased.

RESOLUTION: Minutes were approved as accurate and signed.

Cllr's Clements, Gray, Ungerson and Wiles abstained from voting.

12.02.22 PLANNING MINUTES

To approve the Minutes of the Ordinary Meeting of Sandwich Town Council held on 9th February 2022.

Cllr Wiles requested an update in relation to 57 New Street and asked for the Planning Directorate to be STC's 2022 Annual Town Meeting

RESOLUTION: Minutes were approved as accurate and signed.

Cllr's Clements, Ungerson and Wiles abstained from voting.

13.02.22 PUBLIC REQUESTS TO SPEAK

Mrs Hayter spoke in relation to CEO position and Cllr Friend.

N.B. CEO and Cllr Friend left the room and returned as soon as Mrs Hayter had concluded.

Cllr Ungerson spoke in relation to by-election and Sandwich Matters manifesto.

Cllr Wiles spoke in relation to layout of meetings

Mr Black spoke in relation to Council communication and Mongeham airstrip.

14.02.22 REPORT OF DISTRICT COUNCIL ON MATTERS DIRECTLY RELATED TO SANDWICH

Cllr Friend's report had been circulated on 28th February 2022.

Cllr P Carter inquired if District Council report could be added to the agenda.

15.02.22 REPORT FROM CLLR S CHANDLER, KCC REPRESENTATIVE FOR SANDWICH

Cllr Chandler offered a verbal update in relation to newsfeed awareness campaign, Town Team and Speed cameras, bus service proposal, civil society service and network, KCC highways and transport for children of disability and special needs.

16.02.22 UPDATES FROM COUNCILLORS ON MEETINGS THAT THEY HAVE ATTENDED AS NOMINATED REPRESENTATIVES OF THE COUNCIL

No updates from Cllrs.

17.02.22 FINANCES

Cllrs received the Sandwich Town Council Statement of Accounts as at 31st January 2022 (income & expenditure, budget & petty cash).

Cllr P Carter advised that attached 3c does not add up. RFO to investigate.

RESOLUTION: Received and noted.

Cllr's Gray and Heaven abstained from voting.

18.02.22 PAYMENT SCHEDULES

(i) Cllrs received the mid-month payments, totalling £20,166.04. Those payments which are not supported by a minute reference number have been authorised by the Chief Executive as they fall within Officer delegated powers of expenditure.

(ii) Cllrs received the schedule of payments totalling £1,071.08

(iii) Cllrs to confirm that Cllrs Graeme and Sampson will authorise March payments using NatWest Bankline (alternative authorised signatories must be nominated if Cllrs Graeme and Sampson are unavailable).

Cllr Ungerson advised that she did not understand the accounts. RFO to arrange training/workshop for all Cllrs.

Cllr Wiles requested details of £25,000 salaries savings for next agenda.

Cllr Franklin stated that he is not happy with CEO.

RESOLUTION: Payment schedules were received and noted.

Cllr's Gray, Heaven, Ungerson and Wiles abstained from voting.

19.02.22 BUDGET VIREMENTS

Cllrs received and considered a report from the Responsible Finance Officer regarding several budget virements.

Cllr Wiles raised S144 AR payments.

RESOLUTION: Approve proposals but RFO to be aware of late payment to avoid virements in future.

Cllrs Clements, Gray, Heaven, Ungerson and Wiles abstained from voting.

20.02.22 COMMITTEE MEMBERSHIP

Cllrs received and considered Committee membership suggestions from Cllr Graeme, Mayor, following the recent by-election.

Lengthy discussion ensued regarding Councillor's skills sets and life knowledge.

RESOLUTION: Councillors Clements, Gray, Marie, Ungerson and Wiles to complete skill set audits and meet with Mayor to discuss where best to place new Councillors on Committee structure.

21.02.22 ANNUAL TOWN MEETING

Cllrs received and considered a report from Chief Executive in relation to postponing the Annual Town Meeting.

RESOLUTION: Approved this postponement adding invitations to KALC representative and Friends of the Phoenix Centre.

22.02.22 ENVIRONMENTAL COMMITTEE

Cllrs received and considered a report from Cllr Graeme, Mayor, in relation to Environmental Committee becoming a working group.

Cllr Fox stated that support and notice should be taken of Towns Tree Wardens letter.

Cllr Heaven asked for update in relation to former football club. Cllr Franklin advised this had been agreed to be signed over the STC.

RESOLUTION: Convert Environmental Committee into a working group.

23.02.22 COW LEAS MEADOW

Cllrs received and considered a request to use Cow Leas Meadow on Sunday 10th July 2022.

RESOLUTION: Agree to request. RFO to invoice £200 hire charge.

24.02.22 DDC PUBLIC SPACES PROTECTION ORDER

Cllrs received and considered DDC's proposed new public spaces protection order.

RESOLUTION: Accept and support this proposal. Obtain Town Team input for potential additional PSPO orders.

25.02.22 WAR MEMORIAL

Cllrs received and considered a report from Cllr Sampson, in relation to the War Memorial.

Cllr Sampson amended his report and recommendation slightly and suggested delegated power to given to Cllr Sampson and Officers to ensure the memorial is refurbished.

RESOLUTION: Approved amended proposal and budget of £2,000.

26.02.22 TOWN NOTICE BOARD

Cllrs received and considered a report from Chief Executive in relation to the town notice board.

RESOLUTION: Approve proposal and budget of £1,000. Officers to progress.

27.02.22 DISABILITY ACCESS WORKING GROUP

Cllrs received and considered a request from Cllr Ungerson regarding the Chair of this working group.

RESOLUTION: Approved.

28.02.22 LAYOUT OF MEETINGS

Cllrs received and considered a motion from Cllrs Wiles and Gray regarding the layout of meetings.

Concerns were raised regarding affecting hire income, audio within the Delf Room and tradition being abolished.

RESOLUTION: Approve for a trial period of six months with Committee meetings in the Council Chamber and Councillors during this period to face the public.

Cllrs Bragg, Friend, Graeme, Lintott and Marie against.

29.02.22 TIMINGS OF MEETINGS

Cllrs received and considered a motion from Cllrs Ungerson and Wiles regarding the timings of meetings.

Lengthy discussions ensued. Staff toil issues. DDC meetings held at 6pm. Other towns held at 7pm.

RESOLUTION: Approve Council meetings to held at 7pm and Committee meetings to be held at 6.30pm.

Cllr Bragg abstained. Cllrs Graeme, Fox, Friend, Lintott, Marie and Sampson against.

30.02.22 WEBSITE

Cllrs received and considered a motion from Cllrs Clements and Wiles in relation to the website.

Council was advised that a new website is being developed FOC.

REOLUTION: New website to be operational by 15th March 2022.Cllr P Carter abstained. Cllrs D Carter, Fox, Lintott, Marie and Sampson voted against. Cllr Friend did not vote.

31.02.22 DATE OF NEXT MEETING

Monday 28th March 2022 at 7pm in the Delf Room, Guildhall.

Signed.....

Date.....