

Minutes of an Ordinary Meeting of Sandwich Town Council held on 26th September 2022 in the Delf Room, Guildhall, Sandwich.

Present: Councillors: J Franklin (Chairman)
D Carter
P Carter
D Friend
A Fox
M Moorhouse
HW Sampson
D Sivrikaya
C Wiles

Officer: Chief Executive (Minutes)

One minutes silence was held in honour of Queen Elizabeth II.

01.09.22 MAYOR'S OPENING COMMENTS

The Mayor advised Council of recent civic events he had attended. Merchant Navy Memorial, Dover. Christchurch University Degree Day at Canterbury Cathedral. Cinque Ports Proclamation at Dover Town Hall. Dover District Council Proclamation at DDC Offices. On Battle of Britain Day the Mayor laid a wreath at the war memorial. Opened Sandwich Arts Week. Attended his Chaplain's final service in St Clements and the Royal British Legion Centennial dinner in Maidstone.

02.09.22 APPROVAL FOR APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Graeme, Heaven and Ungerson (family commitment), Cllr Gray (ill health) and Cllr Marie (work commitment).

03.09.22 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS

Cllr Sampson declared an interest in item 18 as Secretary of the Folk and Ale Festival. Cllr Friend declared an interest in 11, planning; advising he would leave as a town Councillor but remain as District Councillor.

04.09.22 MINUTES

(i) To approve the Minutes of the Ordinary Meeting of Sandwich Town Council held on 25th July 2022

RESOLUTION: Minutes were approved as accurate.

Cllr Sivrikaya abstained.

(ii) To approve the Minutes of the Ordinary Meeting of Sandwich Town Council held on 30th August 2022

RESOLUTION: Minutes were approved as accurate.

Cllr Sivrikaya abstained.

05.09.22 PLANNING COMMITTEE MEETING MINUTES

To approve the Minutes of the Planning Committee held on 10th August

2022.

RESOLUTION: Minutes were approved as accurate.

06.09.22 PAYMENT SCHEDULES

- (i) Cllrs received the mid-month payments, totalling £32,543.13.
- (ii) Cllrs received the schedule of payments totalling £26,621.53.
- (iii) Cllrs received the schedule of payments totalling £5,395.07
- (iv) Cllrs to were asked to confirm the nomination of Cllr's Franklin and Sampson to authorise end of September payment schedules on Bankline.
- (v) Cllrs were asked to confirm which authorised signatories will authorise the mid-October payment schedules on Bankline.

RESOLUTIONS: Payment schedules were received and approved. Cllrs Franklin and Sampson confirmed to authorise end of September payment schedules and Cllrs Franklin and Sampson offered to authorise mid-October payment schedule with Cllr D Carter as backup.

07.09.22 PUBLIC REQUESTS TO SPEAK

Mrs Hayter spoke regarding the conduct of a Councillor.

Ms Glynn spoke in relation to discrimination within STC. She felt that women were under-represented and that the male voice was stronger.

08.09.22 REPORT OF DISTRICT COUNCIL ON MATTERS DIRECTLY RELATED TO SANDWICH

Cllr Friend advised that the reopening of the Phoenix Centre was progressing with Sandwich Boxing Club taking the tenancy hopefully from 1st October 2022.

09.09.22 REPORT FROM CLLR S CHANDLER, KCC REPRESENTATIVE FOR SANDWICH

KCC had reached an agreement with Stagecoach to reinstate the proposed terminated bus offerings, particularly at school times. Details would be circulated to Councils shortly. (Please note Councillors received this information via email on 4th October 2022)

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

Sandwich Lights - Cllr Sampson advised Council that phase two of the five-year project was well underway. There would not be a Christmas tree on the Guildhall Square this year due to the works being carried out but there would be a festival of trees and parade.

11.09.22 PLANNING

Council received and considered planning applications where extensions could not be granted to coincide with the Planning Committee meeting on 5th October 2022.

- (i) Ref. No: 22/01043

Location: Discovery Park Ramsgate Road Sandwich CT13 9ND

Proposal: Variation of Conditions 1 (approved plans) and 12 (amount of development) of outline permission DOV/14/00058 (for the redevelopment of site to include: demolition of some existing buildings (and associated infrastructure); change of use of some existing buildings (from B1 to use classes: B2, B8, Sui Generis (Energy) and D1 uses); the provision of new commercial (use classes: A3/4, B1, B2, B8, C1, D1 and Sui Generis) and residential (use class: C3) development; associated site preparation/enabling, infrastructure, and landscaping works; and provision of car parking (with some matters reserved)) (application under Section 73)

RESOLUTION: To support this application.

- (ii) Ref. No: 22/00724
Location: Railway Crossing Cottage Ash Road Sandwich CT13 9JB
Proposal: Erection of 2no. semi-detached dwellings with associated parking (existing dwelling and outbuildings to be demolished)
RESOLUTION: To recommend refusal of this application as KCC Highways have not been given the proper information on scheme. Drainage is also an issue as it was noted that Southern Water had said no to the application.
- (iii) Ref No: 22/00949
Location: 3 Loop Court Mews Sandwich CT13 9HF
Proposal: place existing windows with upvc double glazed units
RESOLUTION: To support this application.

STREET FURNITURE CONSENT

- (i) Location: My Happy Place Café, 22a King Street, Sandwich, CT13 9BT
Proposal: Dover District Council in pursuance of the provisions of the Highways Act 1980, Section 115 hereby gives notice that an application to place tables and chairs on the highway at the location detailed above has been received.
Furniture: 4 Tables and 8 Chairs
Timings: 09:00 to 13:00 (when road closure is in force)
RESOLUTION: To support this application when road is closed on a Saturday mornings, but also for festivals when road is closed.

12.09.22

FINANCES

- (i) Cllrs received the Sandwich Town Council Statement of Accounts as at 31st July 2022 (income & expenditure, budget and petty cash).
RESOLUTION: Received and approved.
Cllr Sivrikaya abstained.

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

RESOLUTION: Received and approved.

Cllr Sivrikaya abstained.

13.09.22 CO-OPTION TO COUNCIL

Cllrs received and considered a report from the Chief Executive regarding co-option to Council together with the advert, application form, co-option policy and application received.

RESOLUTION: Council approved co-option and Mr Pennington was co-opted to Council.

14.09.22 REPRESENTATIVES ON OUTSIDE BODIES

Cllrs considered representatives on outside bodies.

Fairtrade representation was added.

RESOLUTION: As per the appointments below.

OUTSIDE BODY	CURRENT COUNCILLORS <i>(2021/22)</i>	NOTES
White Mill Folk Museum Trust (Six representatives required)	Cllr D Carter Cllr P Carter Cllr J Franklin Cllr D Friend Cllr M Moorhouse Cllr M Pennington	
Sandwich United Charity (Two representatives required)	Mr R A Daw Cllr D Friend	
Sandwich Festival Association (Two representatives required)	Cllr A Fox Cllr C Wiles	
Dover, Deal & District Citizens Advice Bureau (One representative required)	Cllr M Moorhouse	
Dover Joint Transportation Board	Cllr P Carter (main representative)	Representatives are non-voting

(Two representatives, only one can attend)	Cllr A Fox (substitute for Cllr P Carter)	
Public Rights of Way (One representative required)	Cllr Heaven	
Dover District Council Local Development Framework (One representative required)	Cllr P Carter	
Sandwich Heritage Harbour CIO (One representative required)	Cllr H Sampson	
Sandwich Community Lights Committee (One representative required)	Cllr H Sampson	
Sandwich Port & Haven Commissioners (Two representatives required)	Cllr K Heaven Cllr D Sivrikaya	Three year post ending August 2025
White Cliffs Country Tourism Association and/or the White Cliffs Country Tourism Association Executive Committee (One representative required)	Cllr C Ungerson	
Town Team (Two representatives required)	Cllr D Friend Cllr A Fox	Mayor, Deputy Mayor and CEO have open invitations to attend
Sandwich Dementia Action Alliance (One representative required)	Cllr D Sivrikaya	

Deal & Sandwich Coastal Communities Team (Two representatives, only one can attend)	Cllr J Franklin (primary) Cllr D Friend (substitute)	
Sandwich In Bloom (One representative required)	Cllr A Fox	
Delf Stream Working Group (Two representatives required)	Cllr Graeme Cllr C Wiles	
Kent Association of Local Councils Dover Area Committee (Two representatives required)	Cllr P Carter Cllr M Moorhouse	
Land Allocations Local Plan (Two representatives required)	Cllr D Friend Cllr C Wiles	
Gazen Salts	N/A	No representative requested
Fairtrade	Cllr P Carter	

15.09.22 ARRANGEMENT OF MEETINGS

Cllrs received and considered a report from the Chief Executive regarding arrangement of meetings.

RESOLUTION: To revert, with immediate effect, to the Council Chamber for all Council and Committee meetings.

16.09.22 DISABILITY ACCESS STRATEGY WORKING GROUP

(i) Cllrs received and considered the minutes of Disability Access Strategy Working Group held on 5th September 2022.

(ii) Cllrs received and considered a draft suggested letter.

(iii) Cllrs received and considered additional information relating to proposed disability ramp.

Cllr Wiles read a statement from Cllr Ungerson advising that the building management company were supportive of the addition of a ramp although costings were unknown. Councillors felt item

iii should be deferred and go back to the working group to establish costings and viability.

RESOLUTION: Approve items i and ii and defer item iii reverting this item back to the working group.

17.09.22 WORKING GROUP TERMS OF REFERENCE

Cllrs received and considered Terms of Reference for all Working Groups produced by Cllr Ungerson.

RESOLUTION: Adopt these terms of reference for working groups.

Cllrs Fox, Friend and Sampson voted against.

18.09.22 SANDIWCH FOLK AND ALE FESTIVAL

Cllrs received and considered a proposal from Sandwich Folk and Ale Committee regarding their 2023 festival.

RESOLUTION: Agree this proposal in principle, for participants only, not the general public, subject to submission of a full and detailed proposal.

19.09.22 HM QUEEN ELIZABETH II

Cllrs received and considered a report from the Tree Warden suggesting a memorial tree is purchased and planted in memory of The Queen.

RESOLUTION: A working group consisting of the Mayor and Cllr Friend to be set up to suggest location, maintenance and species.

20.09.22 STAGECOACH SERVICE

Cllrs received and considered an update from the Chief Executive regarding withdrawal of services in Sandwich.

RESOLUTION: Council noted this information.

21.09.22 DATE OF NEXT MEETING

Monday 31st October 2022 at 7pm, within the Council Chamber, Guildhall.

Signed.....

Date.....