

**Minutes of an Ordinary Meeting of Sandwich Town Council held on 27h February 2023 in Guildhall, Sandwich.**

**Present: Councillors: J Franklin (Mayor)**

**D Carter  
P Carter  
D Friend  
N Gray  
K Heaven  
M Moorhouse  
D Sivrikaya  
H Sampson  
C Ungerson  
C Wiles  
V Tomlins**

**Officer: A Nigol, Acting Town Clerk (Minutes)**

**01.02.23 MAYOR'S OPENING COMMENTS**

The Mayor mentioned in his opening speech the Extraordinary Town Council meeting which took place on 6<sup>th</sup> February and after the meeting some of the confidential information were published in social media which could have only come from a Town Councillor. Dover District Council social media site published a photograph of four district councillors including the leader of the council and two local district councillors posing and celebrating the refurbishment of the Guildhall Forecourt. District Council didn't have any respect to include anyone from the Sandwich Town Council, also the health and safety rules were not followed. Meeting with Ronse-Renaix twinning association to re-form the twinning association will be held 3<sup>rd</sup> of March 7PM at the Guildhall.

**02.02.23 APPROVAL FOR APOLOGIES FOR ABSENCE**

Apologies were received from Cllr D Carter and P Carter (personal reason), Cllr Friend who had DDC work commitment. Cllr Chandler who had KCC work commitment.

**03.02.23 DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS AND OTHER SIGNIFICANT INTERESTS**

None.

**04.02.23 MINUTES**

- (i) To approve the Minutes of the Ordinary Meeting of Sandwich Town Council held on Monday 30<sup>th</sup> January 2022.  
Cllr Sampson made comments on some of the items from previous Town Council meeting including whether there's been any update about the Changing Places grant requiring match funding, and if the Monks Wall committee had been reformed and who are its members. Cllr Sampson to email Acting Town Clerk the queries and amendments.  
**RESOLUTION: Minutes were approved with the alterations as an accurate record of the meeting.**

- 05.02.23 MINUTES OF THE PLANNING COMMITTEE**  
To approve the Minutes of the Planning Committee held on Wednesday 15<sup>th</sup> February 2023  
**RESOLUTION: Minutes were approved as an accurate record of the meeting.**
- 06.02.23 MINUTES OF THE HERITAGE AND TOWNSCAPE COMMITTEE**  
To approve the Minutes of the Heritage and Townscape Committee Meeting held on 20<sup>th</sup> February 2023.  
Cllr Sampson suggested some amendments:  
02.23.2 – Cllr Sampson declared an interest in ii) not i)  
02.23.5 – Committee resolved the consultation would include if the public would like Council to purchase the land.  
02.23.15 - Committee resolved to follow up Cllr Tomlins idea about publicising what we had already achieved.  
**RESOLUTION: Minutes were approved with the alterations as an accurate record of the meeting.**
- 07.02.23 PAYMENT SCHEDULES**
- (i)** Council received the mid-month payments for February, totalling £23,538.68 It was noted that those payments which are not supported by a minute reference number had been authorised by the Chief Executive as they fell within officer delegated powers of expenditure.  
**RESOLUTION: Mid-month payments were received and approved.**  
Cllr Sivrikaya abstained from voting.
- (ii)** Councillors received the schedule of payments for February totalling £3,234.13  
**RESOLUTION: Schedule of payments for February were received and approved.**  
Cllr Sivrikaya abstained from voting.
- (iii)** Councillors confirmed Cllrs Franklin and Sampson as authorised signatories to authorise the end of February payment schedule using NatWest Bankline.  
**RESOLUTION: Authorised signatories agreed and approved.**
- (iv)** Councillors confirmed Cllr Franklin and Sampson as authorised signatories to authorise mid-March payment schedule on Bankline.  
**RESOLUTION: Payment schedule was agreed and approved.**
- 08.02.23 PUBLIC REQUESTS TO SPEAK**  
Mr Andy Styles spoke about his request about the phone box next to the waiting room to be painted by the volunteers and use it for public advertising of events.  
  
Mr Ian Black raised the issue about the public participation to this council which had already been discussed in November 2022, but nothing has changed since then. Mr Black suggested to revisit and abandon some of the policies.  
  
Mrs June Summerhayes spoke about her concerns that Curfew Bell not being displayed at the museum and Georgina Maddox Bequest.

Mrs Carole George from Sandwich in Bloom had requested to speak at the Toll Bridge Fund meeting, however as she had to travel early in the morning she was allowed to speak at the Sandwich Town Council meeting. She gave an update on ongoing and new projects around the Sandwich Town.

**09.02.23 REPORT OF DISTRICT COUNCIL ON MATTERS DIRECTLY RELATED TO SANDWICH**

Our Dover District Councillor, Cllr Friend stated that he would be circulating the update via email.

**10.02.23 REPORT FROM CLLR S CHANDLER, KCC REPRESENTATIVE FOR SANDWICH**

Councillor Chandler stated that he would be circulating the update via email.

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

Councillor Sampson spoke on behalf of the Sandwich Christmas lights committee, their AGM is taking place on 14<sup>th</sup> March, everybody is welcome to join and he encouraged everyone to join as volunteers as there are activities around the town all around the year and not just Christmas.

**URGENT MATTERS**

**12.02.23 FINANCES**

i) Council received the Sandwich Town Council Statement of Accounts as at 31<sup>st</sup> January 2023 (income & expenditure, budget & petty cash).

**RESOLUTION: Received and approved.**

Cllrs Sivrikaya abstained from voting.

**13.02.23 TOURISM INFORMATION WORKING GROUP**

Council received the minutes of the Tourism Information Working Group and a verbal update from Cllr Wiles, Chair of the Tourist Information Working Group. The working group has already held four very successful meetings. Primary purpose of the working group is to consider the location where the Visitors centre should be located. A letter has gone out to businesses and organisations. and there has been online survey. There will be a report presented at the Heritage and Townscape committee meeting in March. Acceptance of the minutes was proposed by Cllr Sampson and accepted unanimously.

**14.02.23 SANDWICH WATERWAYS WORKING GROUP**

Council received a report and verbal update from Cllr Heaven who shared some positive news about some innovative work on the delf among other topics.

Waterways working group report will be presented at the Heritage and Townscape committee in March.

**15.02.23 FELLOWSHIP WALK**

Council received a report from Councillor Carter to consider where would be the best place to report back about the Fellowship work. Cllr Ungerson suggested that it should be discussed at the Heritage and Townscape committee in March and then to

be decided how to continue with public the involvement and reporting back to the full Council.

**RESOLUTION: It was agreed that this item will also be discussed at the Heritage and Townscape meeting. All members voted in favour.**

#### **16.02.23 COBBLES AT THE GUILDHALL FORECOURT**

Cllr Ungerson raised a concern about the unclarity around the cobbles of the forecourt and whether it was advertised to the public. Cllr Ungerson had written to Cllr Friend from Dover District council and Cllr Chandler from KCC and asked for more information where these cobbles are gone. Cllr Sivrikaya asked to put forward the motion to write to DDC and ask for the proof of the social media posts where the cobbles were advertised. Cllr Wiles had also written to DDC project manager and asked for some clarity about the poor communication between DDC and the members of public. Cllr Wiles said we should know how many people received them, in what quantities and what money from these cobbles.

**RESOLUTION: It was proposed and seconded and agreed that the Council will write to DDC and ask for more clarity and ask for the copy of social media posts. All members voted in favour.**

#### **17.02.23 PUBLIC CONVENIENCES WORKING GROUP**

Council received a report and verbal update from Councillor Sampson who had recently completed the Public Conveniences online survey. He also mentioned that he is a bit disappointed that we don't have an update on changing places grant which limits us on long term recommendations. Cllr Sampson also shared a result of the meeting with Cllr Richardson about the Cattle market conveniences improvements.

Recommendation on short term improvements:

Longer opening hours during the busy periods, for events and festivals, perhaps with the cooperation of groups organising said events.

Investigate the cost of longer opening hours and affect on staffing arrangement.

Open the interior space of gents and ladies toilets for the public immediately. This time could be used to experiment with the popularity of having staff located there, a period of not paying to use the facilities. Investigate the possibility of selling advertising on the exterior of the Quay for extra revenue. Cllr Sampson suggested to go ahead with the short-term improvements. Cllr Ungerson suggested to run a pilot project this summer, the Council to cover the cost of staff and the toilets should be free for the visitors. Cllr Ungerson suggested that this report will come back and will be discussed in detail at the Heritage and Townscape Committee.

Cllr Moorhouse suggested that the use of the public lavatories should be free to use, especially for the people that need to use toilet more frequently, such as people with prostate cancer which has hugely increased in recent years. Cllr Gray mentioned that people paying Heritage harbour mooring fees would expect the lavatories to be free. DDC would receive these mooring fees and should contribute to managing the public conveniences. Cllr Sampson suggested to move forward with the short term recommendations. Cllr Ungerson suggested that we are not going ahead with the advertising on the exterior. It was suggested that we move forward with short term recommendations. **All members voted in favour.**

### **18.02.23 TELEPHONE BOX**

Council received a report and verbal update from Councillor Sampson regarding the phone box near the waiting room. Cllr Sampson suggested that Council grants permission to Andy Styles and volunteers to re-paint the Telephone Box in traditional, correct colours, including cleaning of the interior and exterior and other potential restoration work. Once complete and Officers are satisfied with the standard of work, allow the volunteers to include information beneficial to local community organisations, etc. Council covers the cost of the painting supplies and asks Officers to facilitate the volunteers in cleaning and restoring the Telephone Box. It was suggested that they will include couple of other phone boxes and the volunteers will restore them. **All members voted in favour.**

### **19.02.23 DEBATE NOT HATE**

Council received a report and verbal update from Councillor Sampson regarding the Increasing public abuse and intimidation on councillors and suggested the following: This council commits to challenge the normalisation of abuse against councillors and officers and uphold exemplary standards of public and political debate in all it does. The council further agrees to sign up to the LGA's Debate Not Hate campaign. The campaign aims to raise public awareness of the role of councillors in local communities, encourage healthy debate and improve the response to and support those in public life facing abuse and intimidation. Additionally, he suggested:

- Write to the Government to ask them to work with the LGA to develop and implement a plan to address abuse and intimidation of politicians.
- Regularly review the support available to councillors in relation to abuse and intimidation and councillor safety.
- Work with the local police to ensure there is a clear and joined-up mechanism for reporting threats and other concerns about the safety of councillors and their families and discuss the need to take a preventative approach that accounts for the specific risks that councillors face, as they do with other high-risk individuals, like MPs.
- Take a zero-tolerance approach to abuse of councillors and officers.

Cllr Moorhouse suggested the following amendments to be made:

Write to HM Government to request that they work with the LGA to develop and implement a plan to address abuse and intimidation of Politicians, Elected Representatives, Officers, Local Government Staff and Volunteers.

Cllr Sampson accepted this amendment to his proposal in the Council Chamber and when put to the vote was approved.

### **20.02.23 COUNCILLOR ATTENDANCE REGISTER**

Cllr Sampson suggested a physical register is kept at the Guildhall Offices and made available online. The Councillor Attendance Register should include all meetings at which a member attends in their capacity as a Councillor, meetings not attended, including apologies given and accepted. All members voted in favour. Cllr Sivrikaya abstained from voting.

### **21.02.23 PUBLIC PARTICIPATION POLICY**

Council received a report from the officers regarding the Public Participation Policy. Cllr Gray informed the council that this item was presented already during the

November meeting where the draft protocol was presented and rejected by the Council. It was then agreed that Cllr Gray, Cllr Wiles with the Help of Mr Ian Black will produce the revised version to come back to the Council in December. Revised version was submitted to the CEO but it never made to the agenda. Cllr Gray proposed not accept the version presented in this report, because this is not the version presented and should be binned and Cllr Gray will back with the revised version to the March council meeting and council to consider that. It was seconded by Cllr Sivrikaya and all members voted in favour.

### **22.02.23 CORONATION WEEKEND**

Council received a report and verbal update from Councillor Sampson regarding the Coronation weekend and informed the council that there is a deadline to apply for the street party street closures which is 3<sup>rd</sup> of March. Council to share this information on the website and social media and make as many people aware as possible. Cllr Sampson suggested to write to DDC and ask whether they could extend this deadline until the end of March.

### **23.02.23 SPEED ISSUES IN SANDWICH**

Council received a report and verbal update from Councillor Marie regarding the speed issues in Sandwich. This subject had been already discussed at the Heritage and Townscape Committee where members of public had shared their concerns. Cllr Marie suggested to Council to join a nationwide community Twenty is Plenty <https://www.20splenty.org/>

He also made a recommendation to purchase some wheely bin 20mph stickers and three banners, one for the Sandwich Junior School and two for the areas with speed issues. The total cost would be £325.00.

Cllr Moorhouse mentioned about the speeding in Moat Sole where people are trying to make up time after waiting at the train gates. Cllr Moorhouse suggested that maybe there is an opportunity to write to Railtrack and ask why the gates come down long before the train comes and the traffic is held back.

Member of the public Mrs Summerhayes mentioned that the signalling section between Deal and Sandwich is a long one. The barriers have to come down as soon as the train enters the section to make the line safe. Also the train will not be travelling at full speed because the it requires a long breaking distance to ensure it does not overrun the platform or a red signal. **Cllr Wiles proposed that Council moves to the vote on Cllr Marie's recommendation and advise the responsible finance officer about the purchase of 20mph stickers and three speed limit banners. This was seconded by Cllr Ungerson and all members voted in favour.**

### **24.02.23 KING STREET ROAD CLOSURE SIGN REPLACEMENT**

Cllr Moorhouse reported that the traders in King Street have submitted a request for the supply of a new Road Closure Sign for the four hour Saturday pedestrianisation. Cllr Moorhouse suggested the one of these can be sourced for less than £50

**RECOMMENDATION:**

Council to decide whether they would like to support this purchase. All members voted in favour.

### **25.02.23 CONFIDENTIAL MATTERS**

**Chair suggested to discuss this matter after the Toll Bridge Fund meeting. All members voted in favour.**

Under the Public Bodies (Admission to Meetings) Act 1960 (extended by s.100 of the Local Government Act 1972) the public will 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:

1. Information relating to a particular employee, former employee or applicant to become an employee of, or a particular officeholder, under the authority.

**RESOLUTION: That the press and public be excluded for the following items of business. All members voted in favour.**

2. To approve the Minutes of the Extraordinary Meeting of STC held on Monday 6<sup>th</sup> of February 2023 and to consider any matters arising from those minutes not covered elsewhere in this Agenda.

**Minutes were approved with the alterations as an accurate record of the meeting.**

3. Council received and considered additional report regarding the Extraordinary Meeting.

**26.02.23**

**DATE OF NEXT MEETING**

Monday 27<sup>th</sup> March at 7pm, within the Guildhall

Signed.....

Date.....