

# MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held at John Spanton Sports Pavilion

St Mildreds Road, Minster

on 4<sup>th</sup> July 2023 at 7.00pm

Present: Councillors: Quittenden, Fordyce, Ingleton, Fleming, Bates, Jones, Crow-Brown, Local, Owen, Webzell

Also present: Kyla Lamb (Parish Clerk), Clare Wilsdon (Assistant Clerk), Community Warden Karl Aylett, Cllr Smith (TDC), Cllr Bambridge (TDC)

The Chair reported that two new Councillors Cllr Tom Webzell and Cllr Jordan Smith had been co-opted to fill the two vacancies and they have signed their declaration of office and completed their Declarations of Pecuniary interest.

## 72. APOLOGIES FOR ABSENCE

Cllr Jordan Smith

## 73. MINUTES

**RESOLVED: That the Minutes of the Council meeting held on 6<sup>th</sup> June 2023 be approved and signed.**

## 74. MEMBERS INTERESTS

Cllr Local – Agenda item 15 Minute 71 – Planning application FH/TH/23/0648, 95 Tothill Street.

## 75. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Aylett gave a report as follows;

- Reported fly-tipping incidents.
- Assisted a resident report a car vandalism incident via 101.
- Caravan on farm access road adjacent to dual carriageway has been reported.
- Attended meeting to discuss future of KCC community warden service. Budget cuts of £1M to the service are proposed. This will mean fewer wardens in post and will affect the whole of Kent. Public consultation will be live from 12<sup>th</sup> July. Encouraged all to participate in this consultation.

Police Constable Beth Ninnim was not present.

## 76. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Bambridge reported as follows:

- Attended meeting with James Wraight (KCC Project Manager, Major Capital Programme) with Cllr Crow-Brown to discuss the North Thanet Link Highway Improvement Scheme. Option 1 to be funded by the Department of Transport and Option 2 primarily via Developer contributions.

- Reece Pugh to continue work of Ash Ashbee to reduce housing numbers.
- In the next Local Plan consultation in 2025, would like re-designation of the village gaps and would like support from parish councils for this.
- Manston airport judicial review hearings take place in the next few days and will hopefully be thrown out.

Cllr Ingleton asked about housing numbers as Thanet is taking a disproportionate number.

Cllr Smith (TDC) reported as follows:

- Attended planning committee meeting including reserved matters for the bridleway on land west of Tothill Street. The developer had already taken on board the preferred option that had been discussed.

Cllr Crow-Brown reported as follows;

- Is included in the working group looking at waste sites proposed for closure by KCC including Richborough. These proposals do not take into consideration population growth of 40K over the next 10 years. Also, many elderly people prefer to use the Richborough site due to safer layout of access.

Cllr Ingleton reported on the National Highways Strategic Road Consultation and its proposal to re-designate the A299, A229 and A249 as trunk roads.

## **77. CHAIRMAN'S ANNOUNCEMENT**

Bruno Peak, Pageant-Master has been in contact to propose participation in beacon lighting for commemorations for 80<sup>th</sup> anniversary of D-Day in 2024.

Thanks to Cllr Owen for his dedication to running Minster Matters community magazine for 18 years which is going on line next month until the end of this year instead of hard copies.

Arrangements for the 80<sup>th</sup> anniversary of Baron Jean de Selys Longchamp continue. A presentation of the biography of his life will take place at the Holiday Inn on the evening of Tuesday 15<sup>th</sup> August.

Renovation work has started on the windows at the cemetery chapel.

## **78. REPORT OF THE CLERK**

The Clerk invited Councillors to attend a meeting with members of St Marys Church, on Tuesday 11<sup>th</sup> July at 1.15pm, to discuss its status as an Eco church.

## **79. DOCUMENTS AVAILABLE FOR INSPECTION**

None available.

80. **SECTION 106 AGREEMENT**

This item will now be moved to the planning agenda.

81. **DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET OL/TH/18/1488**

Reserved matters application including the bridlepath improvements has been approved.

The Clerk has contacted Barratt-David Wilson homes requesting an update on progress at the site including site entrance works and the cemetery expansion.

82. **QUEENS GREEN CANOPY REPLACEMENT OAK TREE AND GUARD**

Members considered an offer by the Royal British Legion to pay for a replacement Oak tree and a steel tree guard by Cllr Jones.

**AGREED: to defer this item to the autumn, when the weather is more favourable for tree-planting.**

83. **COMMUNITY EMERGENCY PLAN**

**RESOLVED: to close the meeting to allow former Councillor, Penny Gimes to update members on the process of producing a community emergency plan.**

**RESOLVED: to reopen the meeting at 7.43pm**

Members considered whether to review and update the Community Emergency Plan and appoint a new person to manage it.

**AGREED: To hold a list of contacts that can be utilised in an emergency situation, without the requirement for the Community Emergency plan document to be updated.**

84. **PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE**

**RESOLVED: That the minutes of the Planning, Highways & Transportation meeting held on 27th June 2023 be received and the recommendations within them be approved, including the revised Terms of Reference for the Planning, Highways & Transportation Committee.**

85. **REVIEW OF INTERNAL AUDIT REPORT FOR 2022/2023 AND CONSIDER ANY RECOMMENDATIONS**

Members considered the audit report and recommendations, prepared by our internal auditor David Bucket for the year 2022/2023.

Cllrs Local and Bates expressed that they are dissatisfied with the laptops provided. The Clerk responded that this would have to be reviewed outside of this meeting as it is not on this agenda and further consideration given at a future meeting as an agenda item.

**86. PLANNING APPLICATIONS**

Planning applications will now be considered as part of the Planning, Highways and Transportation committee and their meetings therein unless they are a large strategic application.

**87. COMMITTEE REPRESENTATIVE REPORTS**

Members received reports from representatives of the following bodies:

TALC	Cllr Quittenden reported that no meeting was held this month. The next meeting is scheduled for 12 <sup>th</sup> July 2023
Minster School	Cllr Fleming reported that she hoped to arrange a meeting with the school before the end of the school term.
Twinning Assn.	No representative available.

**88. REPORT OF THE RFO**

**RESOLVED:**

- (a) the Bank balance statement be received and noted,**
- (b) the statement of Receipts and Payments for the month of June 2023 be approved.**
- (c) the quarterly budget/income/expense report to 30<sup>th</sup> June 2023 be received.**

**89. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS**

Danny Day informed the council that Dee Tompkins, a regular attendee of council meetings has sadly passed away.

Danny Day also asked that the council do not show complacency over having emergency plans in place.

Cllr Bambridge advised Cllr Fleming that she is happy to liaise over planning matters or request the calling in of applications at planning committee meetings.

Cllr Chapman (Cliffsend) asked what the top three issues that are dealt with by the council are. Cllr Quittenden responded, housing, parking and anti-social behaviour.

Barbara Quittenden asked if anyone is aware who was responsible for painting over the yellow lines in Norton Drive.

Cllr Fricker (Cliffsend) raised his concerns that although many residents of Cliffsend use the GP surgery in Minster, there is limited connectivity between the villages.

Cllr Gimes commented that many GP's now work part time.

**Time concluded: 8.15pm**

**5<sup>th</sup> September 2023**