

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held at the Library & Neighbourhood Centre,

4a Monkton Road, Minster

on 5th July 2022 at 7.00pm

Present: Councillors: Mrs. Gimes (Chairman), Crow-Brown, Burden, Day, Quittenden, Jones, Torbett, Mills, Owen, Fleming, McCarthy

Also present: Kyla Lamb (Clerk to the Council), Clare Wilsdon (Assistant Clerk to the Council), Cllrs Wright (KCC & TDC) and Smith (TDC)

64. APOLOGIES FOR ABSENCE

Community Warden Karl Aylett, PCSO Forsyth.

65. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 7th June 2022 be approved and signed.

66. MEMBERS INTERESTS

No members interests recorded.

67. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Aylett was not present but provided a report, read out by the Chairman as follows;

- Investigated a report of neglect of two horses. No further action required.
- Dangerous fallen tree in the car-park at Rose Gardens was finally cleared after several reports to Orbit Housing.
- Assisted TDC serve enforcement letters to local residents regarding land rights and rubbish.
- Advised the Abbey to report a couple of incidents via 101.
- A caravan was parked at the skate-park and advised to leave as it was on council land.
- Two loose sheep were found in a residents garden and safely returned.
- Still covering additional areas and social services/welfare visits whilst new wardens are being recruited.

PCSO Forsyth was not present but provided a report, read out by the Chairman as follows;

- Several reports of theft and bilking from the services in Tothill Street.
- Report of a male acting suspiciously and trying car door handles in Tothill Street in the early hours of a morning.
- Expensive garden ornament stolen from St Mildreds Road.

- A male staying in a caravan on the service road adjacent to the dual carriage-way has been reported to the relevant department.

68. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Crow-Brown reported as follows;

- Attended a briefing by the Leader of TDC, the interim CEO and Director of Housing and Planning, and Director of Regeneration. This briefing included challenges faced in Thanet such as high youth unemployment.
- Margate and Ramsgate have received £53M funding following successful funding bids.
- Councillors and officers took a tour round Thanet to see new housing in Westwood, the Royal Harbour, Thanet Parkway, Broadstairs and Cliftonville.
- KCC Childrens Services have been rated 'outstanding' following an Ofsted inspection in May.
- Visited Moat Farm to see 90 acres of grassland that is habitat to Long-horned bees and a variety of bumblebees and wildflowers.
- Provided assistance to some residents who were experiencing delays in blue-badge renewals.

Cllr Wright reported as follows;

- Attended tour of Thanet but was disappointed it did not include any villages.
- Visiting adult social services to experience what having dementia is like.

Cllr Smith reported as follows;

- TDC internal governance issues are being addressed and there is an acting CEO in place.
- Assisting with waste management issues.
- Thanet Green Party are engaging with new leadership at Southern Water.
- District Councillor numbers are being reduced across the country.

69. CHAIRMAN'S ANNOUNCEMENT

Cllr. Mrs Gimes reminded everyone that a council meeting is not held in August.

The new parish office is expected to be completed in August and once the parish council have vacated their office at the library, council meetings will be held in the pavilion at the recreation ground instead of the library meeting room.

July 4th-8th is rural housing week.

The KALC conference updated Councillors on calculating a Carbon footprint and warned of only using air source heat pumps in well insulated buildings, in order for them to be most effective.

70. **REPORT OF THE CLERK**

Nothing to report.

71. **DOCUMENTS AVAILABLE FOR INSPECTION**

Plans for the planning application at the Land off Foxborough Lane.

72. **SECTION 106 AGREEMENT**

The Clerk will send an email to Richard Heaps in order to review items on the Highway Improvements Plan.

73. **REQUEST TO INCREASE THE SIZE OF THE GRASS PITCH AT MINSTER RECREATION GROUND**

Members considered information provided by Minster Football Club and a request to widen the current football pitch in order to satisfy league requirement now they have been promoted. The widening of the pitch requires moving the tap for the cricket square at a cost of approx. £500.

RESOLVED: To approve moving the tap at a maximum cost of £500 as detailed and for the work to be carried out immediately in order that the pitch be prepared and ready for the new season.

Cllr Wright offered to provide members grant funding of £300 for this work.

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

The Chairman reported that a meeting was held with Barratts in June. An application for Stage 1 reserved matters will be submitted soon. Concerns were raised over the Highway issues but Barratts said they have no control over the contribution that is being made to the Spitfire Way junction. In Tothill Street it was agreed to look into installing a mini-roundabout to help traffic flow, but this would require moving the entrance to the development so that it is in line with Hill House Drive entrance. This would cost an additional £500K instead of £250K and would therefore require additional houses to be built on site to cover the cost.

The development will be under the David Wilson Homes banner and a comparable site has been built at Staplehurst. Affordable housing of 30% will be included. Barratts are keen to ensure there is regular communication with the council and residents throughout all stages of the build.

With regards to the land that was previously identified as suitable for an extension to our cemetery, Barratts explained that they are not able to build on this land. Any proceeds from a land sale would be passed to directly to St Johns College. The land value is approx. £26K. We have written to ask if the land can be gifted to the parish council.

75. DEVELOPMENT PROPOSALS FOR LAND NORTH OF FOXBOROUGH LANE OL/TH/22/0414

There has been no progress on this application aside from a comment by Natural England who were critical of the proposal.

76. NEW PARISH OFFICE BUILDING

Cllr Torbett reported that completion of the parish office build is still expected to be in August. Flooring, ironmongery and paint finishes have been chosen. Windows are to be fitted next week and 2nd fix electrics, followed by plumbing. Week commencing 8th August should see the building signed off. A saving of over £2.5K on the lift will pay for replacement computer equipment required by the Clerks

Members considered a quotation from J&J Systems to provide new computer equipment and ongoing IT support for the parish office
£2235 for computers and equipment and an additional monthly cost to existing costs of £28.82 which will include full support and cloud back up of the new office computers

RESOLVED: To approve the quotation by J & J Systems.

Members considered a quotation for £1796.80 for alterations that are necessary for the CCTV system due to the relocation of the parish office.

RESOLVED: To approve the quotation by Sunstone.

77. REPLACEMENT DEFIBRILLATORS AND EXTERNAL BOXES AND A REQUEST TO PROVIDE AN EXTERNAL BOX BY THE ROYAL BRITISH LEGION

Members considered a quotation from London Hearts for replacement defibrillators and cabinets as the current equipment located at the co-op and village hall is almost ten years old, the models have been discontinued and we can no longer purchase consumables for them.

The quotation is for comparable equipment and cabinets that have a guarantee of 10 years. The batteries require replacing every 5 years at cost of £200 and the pads are £45 every 3 years. Free online training is provided on purchase.

RESOLVED: To approve the purchase of 2 x defib machines and cabinets at a cost of £1225 each

Members further considered a request by the Royal British Legion to consider funding an external box to house the defibrillator that has been supplied to them

RESOLVED: To approve 50% of the cost of a cabinet up to a maximum contribution of £250.

78. CLIMATE LITERACY TRAINING

Members were asked to consider whether a representative should attend a day of Climate/Carbon Literacy training to be delivered by Rachel Coxcoon, founder and Director of Climate Guide in August/September at a cost of approx. £118.

AGREED: That attending the training offered was not necessary.

We may request that the TDC Home energy officer attend to speak to us advise on ways that residents can reduce energy costs.

79. ENGLISH RURAL/WANTSUM AFFORDABLE HOMES

Following a meeting with English Rural and Wantsum Homes in June, Alison Thomson (English Rural) has contacted us to advise that she has identified two possible rural exception sites that may be suitable for development for local people. Members considered whether to support further investigation of these sites.

AGREED: To support English Rural should a suitable rural exception site be identified.

Cllr Day voted against this proposal.

80. PLANNING APPLICATIONS

Cllr Crow-Brown provided an update as follows;

Applications

F/TH/22/0558 – Former Paddock, Way Hill, Minster

Erection of 1No two storey 6-bed detached dwelling

OBJECT – Outside the village envelope, removal of hedgerow and green space

FH/TH/22/0801 – Waybank, Way Hill, Minster

Retrospective application for the change of use of garage to ancillary living accommodation and garage.

NO OBJECTION

F/TH/22/0734 – The Stables, Ivy Cottage, Minster

Erection of a two storey 4-bedroom dwelling-house (Class C3) following demolition of existing stables.

Further consideration would be given as this had only been received today and comments sent to the Clerk.

F/TH/22/0824 – Chapel House, Thorne Hill, Minster

Variation of condition 10 of planning permission F/TH/21/0965 for the 'change of use of existing main building to wedding function venue with accommodation together with associated development including erection of single storey pitched roof function room together with erection 8no single storey guest/visitor lodges, formation of parking are, alternation to access (north) associated operational development including alterations to existing buildings and landscaping to allow alterations to opening hours.

OBJECT – Hours of use to remain as agreed until 11:30

F/TH/22/0841 – Spitfire and Hurricane Museum, Manston Road, Minster

Erection of a single storey flat roof building to provide ancillary facilities to museum, following removal of existing modular building together with Installation of roller shutter door in side elevation of museum. **SUPPORT**

F/TH/22/0771 – Hoo Farm, 147 Monkton Road, Minster

Erection of visibility splays with creation of access path to farm for farm vehicles
SUPPORT

Decisions

FH/TH/22/0587 – 17 High Street, Minster

Erection of two storey rear extension following demolition of existing single storey extension
GRANTED

F/TH/20/1749 – Way House, Wayborough Hill, Minster

Change of use of outbuilding into 1no 2bed dwelling with raising of roof and insertion of rooflights and erection of a single storey extension together with internal works.
GRANTED

F/TH/20/1707 - Way House, Wayborough Hill, Minster

Application for listed building consent for external works including raising of roof and insertion of rooflights and the erection of a single storey extension together with internal works to facilitate the change of use of outbuilding into 1No 2bed dwelling
GRANTED

81. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC	Cllr Quittenden reported that the next meeting is being held on 18 th July.
Minster School	Cllr Mills reported that he is now a Governor at the school. The school have asked a number of questions about the build of the parish office. These were passed to the clerk.
Twinning Assn.	Cllr Burden reported that several members visited Armbouts Cappel in June, the first time since the pandemic. A quiz night is being held on 30 th July.

82. 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 2022 be approved.**
- (c) the quarterly budget/income/expense report to 30th June be received.**

83. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Mr Harris responded to an earlier query about whether the defibrillators in the village had every been used and confirmed that he was aware that it had been. Mr Harris also asked if there was a path to the new parish office. The Clerk confirmed that there is an existing concrete/hardstanding up to the entrance from the rec gates.

Time concluded: 8.47pm

6th September 2022