

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held via Zoom Remote Meetings

on 1st September 2020 at 7.00 pm

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

Also present: Kyla Lamb (Clerk to the Council) Clare Wilsdon (Assistant Clerk to the Council), Cllrs Hart, Roper and Pugh (TDC), Cllr Hurst (KCC), PCSO Adrian Butterworth.

79. APOLOGIES FOR ABSENCE

Cllrs Kearns, McCarthy (MPC), Community Warden Karl Aylett.

80. MINUTES

RESOLVED: That the Minutes of the meeting held on 7th July 2020 be approved and signed by the Chairman when able to do so.

81. MEMBERS' INTERESTS

None declared.

82. POLICING AND COMMUNITY WARDEN REPORT

PCSO Adrian Butterworth reported as follows;

- **Crimes of Note;**
 - Vehicle damage in Rose Gardens
 - Traveller incursion in Columbus Avenue – moved after three days and site re-secured.
 - Criminal damage to litter bin at children's play-area
 - Rogue traders in Brockmans Close – false details given
 - Criminal damage to a sign in the community orchard.
 - Theft in Tothill Street (CCTV to be viewed)
 - Criminal damage to vehicles and property in Prospect Road, Petts Crescent and Thorne Road (all related)
 - Attempted burglary in the High Street
- **Anti-social behaviour;**
 - Noise complaint by residents from properties close to skate-park
 - Nuisance motor bikes reported in recreation ground and skate-park area
- **Items of good work;**
 - Four illegal Eritrean migrants stopped in the High Street after exiting the back of a lorry on the A299, were handed into immigration officials.
 - High visibility patrols carried out alongside the Community Warden. Welfare checks carried out.
 - Continuing to work with the Parish Council to assist in dealing with noise complaints at the skate-park. Warranted officers have attended the site but due to poor weather the site was empty on these occasions.

- **Updates to previous reported issues;**
Fly-tipping on the top road between Minster and Monkton is still a problem. A suggestion was made to TDC to place a covert camera to help identify offenders.

Community Warden Karl Aylett not present as he is on leave.

83. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Hurst reported as follows;

- A lot of meetings have been held in relation to funding.

The Clerk thanked Cllr Hurst for providing the Parish Council with bottles of hand sanitiser.

Cllr Roper reported as follows:

- Information is being collated on properties that have been empty for more than two years in order for them to be brought back into use.
- East Kent Housing has been brought back in-house. Tenants will be notified.
- £5.6M extra has been spent due to Covid-19. A shortfall of £800K to be covered by reserves.
- Your Leisure are experiencing financial problems.
- Iain Livingstone gave an update on changes to planning including a change whereby a change of class no longer requires planning permission.
- Restrictions are being introduced to stop Camper-vans parking up overnight.
- 170 new signs for cyclists have been erected.
- Questions are being raised next week in relation to two proposed traveller sites at Potten Street and Shottendane Road

Cllr Hart reported as follows;

- Planning changes have been implemented to make things run more smoothly.

Cllr Hart complimented the Parish Council on the Minster Recreation ground and play-park that is kept clean and tidy.

Cllr Pugh reported as follows;

- Recently attended the meeting of residents and the Parish Council at the skate-park to help address noise complaints.
- Green waste bin collections are being carried out and there should be no need for bonfires
- The proposed travellers sites are both unsuitable.
- Concerns over banners placed on bridges over roads by Extinction Rebellion protesters.

84. CHAIRMAN'S ANNOUNCEMENT

Cllr. Mrs Gimes had nothing to report but hopes face-to-face meetings can resume soon.

85. REPORT OF THE CLERK

Nothing to report.

86. DOCUMENTS AVAILABLE FOR INSPECTION

None.

87. PARISH COUNCILLOR VACANCY

Four applicants for the position of Parish Councillor are to be interviewed with a fifth withdrawing his application. The successful applicant will hopefully be in place by the October meeting.

88. SECTION 106 AGREEMENT

The Clerk reported that the Highways Improvement plan has been sent to Richard Heaps at Kent highways and an acknowledgement has been received but no action has been made as yet.

89. AGENCY PAYMENT RENEWAL AND TAKING OVER THE HIGH STREET AND MONKTON ROAD CAR PARKS AND PUBLIC TOILET

Completion of the asset-transfer has not yet reached its conclusion.
The street-light in the car-park by the public toilets has now been repaired.

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

The expiry date for this application is now 3rd September 2020.

91. OPERATIONS COMMITTEE

RESOLVED: That the Minutes of the Operations Committee meeting held on 12th August 2020 be received.

92. SHED PROJECT

Cllr Burden reported that following Mental Health Week, further sites are being sought for a Shed Project. Cllr Quittenden will speak to the Abbey to ask if they may have a suitable site.

93. COVID-19 SUPPORT BY MINSTER PARISH COUNCIL

The Chairman reported that although there is no update on this item at this time, it will remain in place in pending any future changes to the current situation.

94. SKATE-PARK ANTI-SOCIAL BEHAVIOUR

The Chairman reported that local residents continue to report anti-social behaviour at the skate-park including amplified music, the use of bad language, smoking cannabis and urinating along their fences. Further to a meeting held with residents, the Parish Council and Cllr Pugh (TDC), PCSO Adrian Butterworth on 20th August 2020 to discuss the issues, the following actions have been taken;

- No smoking signs have been placed around the area
- Improved signage is to be erected to discourage anti-social behaviour.
- PCSO and Community Warden making frequent visits to the skate-park.
- Councillors making frequent visits to monitor the area.
- Police officers to attend the site when available.

Members were asked to consider further measures to alleviate the complaints including the suggestion of building a bund or an alternative barrier to provide further sound-proofing and discourage skate-park users from congregating close to the boundary of the properties. Cllr Quittenden has raised this suggestion with Paul Valek who agreed this may be a suitable solution to some of the issues.

AGREED: To explore the feasibility of building a bund/barrier. Advice to be sought on requirements for planning consent. Cllrs Hart and Hurst to visit site to offer advice.

A further meeting with the residents has been agreed to update them on progress in one month's time from the initial meeting.

95. ACCESSIBILITY STATEMENT FOR MINSTER PARISH COUNCIL

In line with new government legislation, the Council website is required to be fully compliant by September 2020. Members considered the draft Accessibility statement.

RESOLVED: to accept and adopt the Accessibility statement and publish it on the website.

96. CONSIDER PLANS FOR PARISH OFFICE AT THE RECREATION GROUND

Following the July meeting, a pre-application advice meeting was held with Jenny Suttle (Planning officer TDC). The officer advised that although there is an existing building on the site, it is deemed as public open space and should not be developed further even though the plans are a very slight increase in footprint on the concrete apron. A Design Statement will require submission detailing the need for the building which out-weighs the constraints of the open space policy.

RESOLVED: On receipt of the pre-application report from TDC, a Design Statement should be prepared and submitted by the Clerk, Chairman and Dave Dorman.

97. PLANNING APPLICATIONS

A planning committee meeting is to be held on 8th September 2020.

98. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC

Cllr Quittenden reported as follows;

A meeting was held on 13th August 2020.

A report on Manston Airport was given by Cllr Hayfield. The site will remain an overflow lorry-park for Brexit until next year.

The value of having a Neighbourhood plans was discussed as they are largely disregarded by TDC.

The Clerk of Broadstairs Town Council has resigned.

Adrian Verrall has declined two invitations to attend and discuss the new Local Plan but has suggested any questions are submitted to him via email.

Minster School

The Chairman reported that the new term will begin this week.

Village Hall

No update as the Village Hall is still closed.

Twinning Assn.

Nothing to report.

99. REPORT OF THE RFO

RESOLVED:

(a) the Bank balance statement be received and noted,

(b) the statement of Receipts and Payments for the months of July and August 2020 be approved.

100. QUESTIONS FROM THE PUBLIC

No members of the public attended.

6th October 2020

Time concluded: 8.04 p.m.