

Cliffsend Parish Council

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Minutes of the Parish Council Meeting

Held on Thursday 14th October 2021 at 7.30pm in the Village Hall.

Meetings of the Council are recorded. AV recordings are retained only until draft minutes are adopted as a true record.

Present – Cllr Lyon (Chair), Cllr Harrison, Cllr Chinnery, Chris Barton, Alison Willoughby-Browne (Clerk), 10 members of the public.

- 46/21-22 Welcome and apologies for absence** - Clerk welcomed those present, advised that the proceedings were being recorded and read out a fire-safety notice. Apologies received from County Cllrs Shonk and Constantine, PCSOs and DCllr Brenda Rogers. Jim Forrest (Chairman) resigned in August; Cllr Lyon agreed to chair the meeting.
- 47/21-22 Declarations of interest and co-option of new Councillor** - Cllr Chinnery declared an interest in the Village Hall. Chris Barton was interviewed for Cllr vacancy in August. Declaration of Acceptance had been read, signed and countersigned by Clerk. He was welcomed as a Cllr.
- 48/21-22 Adoption of the minutes of 8th July 2021 as being a true record** - 8th July minutes proposed by Cllr Lyon, seconded by Cllr Chinnery (only two remaining Cllrs present at last meeting) **Cllr Lyon to sign the minutes as a true record.**
- 49/21-22 Matters arising from the above minutes** - none other than to be discussed.
- 50/21-22 Working Party & Councillor Reports** -
County Cllr – report via email from CCllr Constantine; trying to arrange two public meetings.
1. with Southern Water, hopefully in November, on sewerage outfalls in particular.
2. with Thanet Police about increased safety for women. Regular updates on work as County Councillor on website: Karen4labour.uk, also on Facebook. Regularly contacted by locals and always respond to try and resolve issues.

PCSO – report via email; have been attending village whilst on shifts both during day shift and night shifts with no issues. Would like to re start the Neighbourhood Speedwatch again but need some volunteers if anyone is interested please let us know and we can pass to relevant departments and get started with training. Well done to all involved in South and Southeast in Bloom competition, hope we can get on board for next year.

Cllr Lyon warned that there is a driver of a small white car stopping women. Has been published on Facebook. **Clerk to publish information on noticeboards and website and ask for garage to display a notice.**

Meadow and Open Spaces – Cllr Lyon has been trying to locate the Southern Water bench, will pursue (was handed over to TDC for sanding and finishing). Hedge from train line to be cut, and meadow will be cut back fully for winter. Jubilee bench can't be moved at the moment because of lack of cement. **Cllr Barton offered to contact TDC.**

Highways – Cllr Harrison has spoken with WW Martin about how dangerous Cottington Road is; that it should be 20mph. Foliage needs to be cut back.

Communication received from WW Martin, suggesting 30mph rather than 60mph, overlapped with traffic surveys that have supported 20mph in the village.

Finance – as part of audit requirement and Standing Orders, Cllr Chinnery and Clerk examined 2nd quarter accounts, budget and year-to-date – 30th Sept (also circulated to Cllrs) bank account statement checked against accounts, on track. 2nd tranche of precept received (£8253.50) over £59k in account; some restricted for Highways Improvement Plan.

Youth – Cllr Chinnery commended previous lead on work re' a hard-court in play area, Cllr Chinnery had requested email trail between ex-Cllr Pooley and TDC, the last action was for TDC to look at the lease with the Trust six months ago. A lengthy discussion ensued. **Cllr Barton to contact TDC.** Cllr Chinnery wanted it on record that the Council did not support ex-Cllr Pooley.

51/21-22 Vice-Chairman's Statement -

Parish Council received a complaint regarding a breach of General Data Protection Regulations (GDPR). Complaints procedure – whether a resident, or internally, the complaint is addressed by Chairman, Vice-Chairman and Clerk. This particular complaint was addressed by Vice-Chairman and Clerk, as the Chairman resigned shortly after the complaint was made, who spoke with the person responsible. Subsequently, two Cllrs attended a GDPR course (unfortunately, internet issues forced one to abandon; notes obtained and to re-book). If Council receives complaints then they have to be addressed, this was a serious issue. If a complainant is not happy with the outcome, the complaint can be sent to the Acting Monitoring Officer at TDC. The Parish Council was advised by TDC that we should send all complaints straight to them but it was decided (June) that the CPC would deal with in-house first of all.

52/21-22 Financial Matters -

Cllrs Lyon and Harrison had approved September's payments, and supporting paperwork, before the scheduled September meeting. Cllrs Harrison and Barton approved the payment schedule, and supporting paperwork, for the October payments. Contractual payment: Clerk's salary.

September Payments

Payee	Description	Invoice No	Method	VAT	Excl VAT	Total
BMH Electrical	Defibrillator cabinet	INV-0879	Transfer	18.00	90.00	108.00
KCC	ATC surveys	900132828	Transfer	-	1127.00	1127.00
Harmer & Sons	Meadow maintenance	18719	Transfer	18.00	90.00	108.00
Clerk	Zoom subscription	INV95821946	Transfer	23.98	119.90	143.88
Clerk	Mobile phone top-up	-	Transfer	-	10.00	10.00
Clerk	Telephone calls	-	Transfer	-	14.49	14.49
Harmer & Sons	Meadow maintenance	18895	Transfer	18.00	90.00	108.00
KALC	Councillor training	1845954715	Transfer	28.00	140.00	168.00

October Payments

Harmer & Sons	Meadow maintenance	18975	Transfer	18.00	90.00	108.00
Clerk	Mobile phone calls	-	Transfer	11.78	58.91	70.69
Total				135.76	1830.30	1966.06

53/21-22 Public Questions -

Resident - why wasn't the recovery of the conditional grant of 2018 on the agenda? Parish Council dealing with this offline, discussions and decisions have to be open in public. Parish Council negligent by not monitoring the cash flows of coffee morning. Freedom of Information request submitted for everything that CPC has relating to coffee morning funds.

Clerk explained that the priority of this meeting was to address September's agenda, was to be raised under Correspondence received (Subject Access Request) and would have been on next agenda. Discussed in depth. Clerk had consulted the Internal Auditor, was awaiting further information from previous coffee morning organisers and TDC. Cllr Barton suggested that the wording of grant applications needs to be more precise.

Resident - can anything be done about speeding traffic in Foads Lane? See traffic surveys.

Village Hall Management - fence replaced in car park, had to lose some of the car park due to overhanging trees. Also, asbestos pipe in meadow. **Cllr Lyon to investigate.**

54/21-22 Planning Applications -

F/TH/21/1056 corner of Bakers Field (food retail/hot food takeaway/flats). Cllr Harrison advised that there had been a private meeting 12th October between Bakers Field residents and developer; DCllr Rogers is likely to request a late call-in. Cllr Chinnery was concerned that Cllr Harrison had attended representing the Parish Council. A resident asked whether a further meeting could be arranged so that anyone from the village could attend. **Clerk to contact developer.**

F/TH/21/0965 Chapel House, Thorne Hill (main building to wedding venue use) TDC Planning approved application. Although not our parish, a resident was concerned about increased traffic, fireworks etc.

R/TH/21/1109 land East and West Haine Road (Phase 3 of development). To make people aware of application as probably will reach our parish, eventually.

FH/TH/21/1273 6 Meverall Avenue (erection of single storey flat)

F/TH/21/1438 2 Clive Road (erection of 2 storey 3-bedroom dwelling)

55/21-22 Current Topics –

Councillor vacancies – Cllr Lyon - need new blood. Chairman resigned in August, another Cllr in September, interviewee who accepted position decided that they wouldn't continue with co-option. Therefore, 3 Cllr vacancies; published on noticeboards and website, to date no applicants, initial deadline 15th October. Resident asked if the Council had looked internally, have got to try and turn it around. Cllr Chinnery had mooted for all Cllrs to resign. Another resident suggested that the Council needs to have more ambition, demand a greater precept etc. Another felt that there are a lot of passionate people but they are worried that their actions wouldn't get put forward. Cllr Barton suggested that we think about how we advertise, people need to be reached. Vacancies could go on Facebook.

Ongoing review of Council procedures – Council reviewed Risk Management Statements and Standing Orders, some adjustments made. Proposed by Cllr Lyon, seconded by Cllr Barton, all in favour.

Grant applications – one withdrawn – grant application for Christmas Fayre, for Santa's gifts, selection boxes for 50 children (£125) any left over to be donated to the Salvation Army. Application was circulated when received, part of COVID recovery, proposed by Cllr Barton, seconded by Cllr Lyon, all in favour. Grant to be paid on receipt of invoice or purchase receipt.

Meadow maintenance – contractor to cut back hedges. An email from a resident questioned whether gentler methods could be used, Cllr Barton - would probably result in more cuts, therefore, more costly, doesn't know anyone that does any differently with an area that size.

Twinning with Ambleteuse – Cliffsend twinning with a village in France, Cllr Harrison confirmed that this had come up before, a long time ago, we are a small Council, more houses are being built, might be better to wait until airport built, will be more work for Clerk and not sure what benefits it would bring. **Clerk to ask for more information.** Cllr Barton clarified that there is a lot of funding for villages in France but not here, not of much benefit.

Update on bus transport – Cllr Chinnery - the person she had spoken to re' buses is in charge of transport in southeast, details of a summit have been circulated. Parish Council published the online bus survey, KCC analysing the data, need to keep a close look at website to see what results are. Resident mentioned shortage of drivers.

Canterbury Road West development – Council has had two meetings with developer, last meeting was to see what amenities they are going to offer.

Extension of meeting for a further 15 minutes. Proposed by Cllr Lyon, seconded by Cllr Barton, all in favour.

Traffic Surveys – results support 20mph throughout village, now have to have look at what measures we take, what is best for the village e.g. raised table, speed bumps. **Parish Council to ask KCC to produce a design, and at what cost** and then present that as an option to residents. Cllr Barton believed that results looked similar to previous surveys.

56/21-22 Clerk's Reports -

- South East in Bloom (Parish in Bloom) Cliffsend received highly commended. Resident has planted bluebells in Earlsmead Green. Judge said that it can't just be the Parish Council, need resident participation.
- broken bench; reported to police, issued crime number but no investigation.
- update from Eurovia/BAM Nuttall; will contribute to planting of trees, meeting up with their designer.
- contacted developer of Sportsman Inn site to find out about micro-pub; commercial unit in plans, whoever buys the unit will decide what to do with it.

Second extension of 15 minutes proposed by Cllr Chinnery, seconded by Cllr Barton, all in favour.

- verge Foads Hill not adopted by KCC yet, pursuing Primrose Way with regard to Plan Bee, still waiting for reply from KCC.
- lights in Cliffsend Road thanks to previous Chairman.

57/21-22 Correspondence Received –

- Monkton Parish Council – Serco grass mowing contract.
- Resident – complaint re' building works and Thanet Parkway; Cllr Harrison addressed.
- TDC – call to action – removal from sale of cheap polystyrene body-boards.
- Birchington Parish Council Clerk – Neighbourhood Plan Information.
- Residents – complaints re' building works Arundel Road; TDC Planning Enforcement.
- Residents – rat sightings; circulated and advice given.
- Resident – Thanet Parkway financial payments made to CPC/CVH; no payments received.
- Resident – query re' Cliffsend retail unit; informed of planning application.
- Resident – meadow management and use of gentler methods; circulated, discussed.
- Resident – overuse of train horns; complaint raised with Network Rail, warning to workers.
- Resident – disruption to welfare by lorry traffic, and noise; Cllr Harrison addressed.
- TDC – community led housing workshop; Cllr attended.
- French PR – twinning with Ambleteuse; discussed.
- Resident – complaint re' Facebook post; Clerk requested removal.
- Resident – overgrown verges and foliage Sandwich Road; KCC investigated.
- Minster Cllr – HugoFox service advice re' planning tracker.
- TDC Environmental Protection – results from mosquito check; no spraying planned.
- Resident – sound pollution: speeding motorbikes/developments; Police matter.
- TDC – community impact: Afghanistan resettlement.
- Resident – ? mosquito spraying in Autumn; advised of latest check reports.
- Climate & Ecological Emergency Bill Alliance – advice on legislation.
- Resident – concern re' Chapel House, Thorne Hill as wedding venue; see Planning App's.
- Resident – mosquitoes, train horns, parking on Sandwich Road; advice sought from KCC.
- Resident – Subject Access Request; acknowledged, response to be sent within GDPR timeframe.
- Resident – brambles, trees in meadow, planters; decision to be made re' planters.
- Residents – short notice of complete closure of Arundel Road; TDC Planning Enforcement informed.
- Ramsgate Town Clerk – networking, keen to foster relationships with other parishes.
- Westgate-on-Sea Town Council – notification of Neighbourhood Plan Consultation period.
- MGjv – Sandwich Road resurfacing; published.
- Office of Kent Police and Crime Commissioner – Police and Crime Plan Survey; published.
- Resident – CPC support of Christmas Fayre; see Current topics.
- Resident – hazardous trees, Earlsmead Crescent; TDC investigated, further work required.
- KALC – Queen's Platinum Jubilee Beacons; circulated.
- WW Martin Ltd – Traffic Order Regulation for Cottington Road; discussed.
- TDC – Sustainable Partnerships 2022; circulated.

Cllr Chinnery felt that, after much thought, she had no alternative but to tender her resignation.

Meeting concluded at 21:56 Date of next meeting – **11th November 2021**