

MINSTER PARISH COUNCIL

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

4a Monkton Road, Minster

on 7th June 2022 at 7.00pm

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

Also present: Clare Wilsdon (Assistant Clerk to the Council), Cllrs Pugh and Smith (TDC), Community Warden Karl Aylett

39. APOLOGIES FOR ABSENCE

Kyla Lamb (Clerk to the Council), Cllr McCarthy.

40. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 3rd May 2022 be approved and signed.

41. MEMBERS INTERESTS

No members interests recorded.

42. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Aylett reported as follows:

- Annual leave, sickness and covering an alternative area has reduced time spent in the village this month.
- Replacement wardens for Westgate and Thanet Rural Villages and being recruited

PCSO Forsyth was not present.

43. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Crow-Brown reported as follows;

- Attended the Kent Armed Forces Covenant conference in Folkestone. Former Minster PCSO Adrian Butterworth was presented with a community award for his work both with refurbishing the Trinity Square War memorial in Margate and with Age UK.
- KCC continue to work with District and Borough Councils to deliver the Homes for Ukraine scheme with 3062 matched applications, to 1235 Kent sponsors as at the end of May. DBS checks and home/welfare checks are putting significant pressure on resources. Finding school places for refugee children can be a challenge.

- KCC received a grant of just over £11M from the Household Support Fund Extension. This is being allocated to free school Meals for the May half term as well as a £50 flat rate for the summer holidays.

Cllr Smith reported as follows;

- There has been no progress on the planning application for Land North of Foxborough Lane.
- Waste issues in St Marys Road have been dealt with, hopefully leading to a prosecution of the offender.
- The 'Party in the Park' held at Minster recreation ground for the Jubilee celebrations was an excellent, well organised community event, enjoyed by everyone.
- TDC have been dealing with major internal issues for a long time but these should soon show signs of improvement.

Cllr Pugh reported as follows;

- Party in the Park was excellent and the Tug of War was great fun.
- A review of green waste collections has been made following complaints of non-collections due to a larger vehicle having difficulty accessing some roads. A list of those roads that are difficult to access is to be compiled.
- There has been no progress on the planning application for Land North of Foxborough Lane, but comments can still be made on the application via email, even though the deadline has passed.

Cllr Jones queried the difficulty experienced by the green waste collection as in his opinion it appears to be smaller than the vehicle collecting the normal waste. Cllr Pugh responded that he would look into this.

44. CHAIRMAN'S ANNOUNCEMENT

Cllr. Mrs Gimes reported that it was disappointing to see that youths had damaged the skatepark by lighting a fire on the ramp area, setting off fireworks, breaking glass and burning out the litter bin. There is however good CCTV footage showing the youths involved and this incident has been reported to the police.

KCC is currently consulting on a proposal to prevent any goods vehicles with a laden weight that exceeds 7.5 tonne to proceed on various roads in Thanet, including a number of roads in Acol.

45. REPORT OF THE CLERK

Nothing to report.

46. DOCUMENTS AVAILABLE FOR INSPECTION

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

47. SECTION 106 AGREEMENT

Nothing to report.

48. THE QUEENS PLATINUM JUBILEE WEEKEND 2ND-5TH JUNE 2022

The Chairman reported that last weekend's Jubilee events went very well and there has been very positive feedback. She expressed her thanks to all who attended the events including the Beacon lighting at the Church, Party in the Park and the church service. Good weather helped and the great atmosphere was a memorable way of the village community showing appreciation of the Queen.

She also thanked: Cllrs Quittenden, Crow-Brown and McCarthy for helping to organise the event. Other Cllrs who assisted setting up, providing first aid and clearing up after the event. Neil, Rob and Jacqui who helped before, during and after the event. Cllr Fleming and Clare Wilsdon who brought family and friends along to help set up. Karen Brazil for judging the 'Best dressed family', Minster WI for providing strawberry teas. Minster Football Club for setting up the football activities and Tug of War. Nic Powley of Skate Pharm for setting up a variety of activities on the skate-park, including lessons and demonstrations. Kent Fire Brigade also attended during the afternoon. And the owners of a variety of different vehicles, including a traction engine which tirelessly circled the ground giving rides to many happy children.

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

The Chairman reported that a meeting is to be held with Barratts this week to discuss the possible extension to the cemetery and to re-examine the highways issues that the development may cause.

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

No further update.

51. NEW PARISH OFFICE BUILDING

Cllr Torbett reported that completion of the parish office build is now expected in August. The roof is finished and the rooflights have been installed. Samples of interior fittings are to be discussed in the next few weeks.

52. CHAIRMANS CHAIN OF OFFICE

Members were asked to ratify the decision to have the new Chairmans chain of office gilded in 4 microns of gold. This is an increase in cost of £1270 due to the increase in gold prices.. The total cost will be £6120.

RESOLVED: That the decision to have the Chairmans chain gilded in 4 microns at an additional cost of £1270 be ratified.

53. 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: To defer the decision whilst more information is gathered.

54. POLICY & FINANCE COMMITTEE

RESOLVED: That the Minutes of the meeting held on 17th May 2022 be received and the recommendations within them be approved

55. ANNUAL RETURN – RISK MANAGEMENT STATEMENT

Members considered the Risk Management Statement for 2022/2023.

RESOLVED: that the risk management statement for 2022/23 be approved and signed by the Chairman.

56. ANNUAL RETURN – STATEMENT OF INTERNAL CONTROL

Members reviewed the statement of Internal Control in support of the Annual Governance Statement for the year ending 31/03/2022.

RESOLVED: To approve the Statement of Internal Control for 2021/22 and the Chairman and Parish Clerk/RFO to sign.

57. ANNUAL RETURN – GOVERNANCE STATEMENTS

Members reviewed the Annual Return Governance Statement for 2021/2022, Section 1 of the AGAR for the year ending 31/03/2022. The Parish Clerk read each one to Members for approval.

RESOLVED: that the Annual return Governance Statement for 2021/22 be approved and signed by the Chairman and Clerk and Minute reference 57 be added.

58. ANNUAL RETURN – ACCOUNTING STATEMENTS

Members reviewed the Accounting statements for 2021/2022. Section 2 of the AGAR for year ending 31/03/22.

RESOLVED: that the Accounting statement for 2021/2022 be approved and signed by the Chairman and minute reference 58 be added. The Clerk/RFO had already signed and dated the document.

59. NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

Members noted that the above notice will be displayed on the parish noticeboard and website on Friday 10th June 2022 and that the period for notice for public inspection of the accounting records is Monday 13th June 2022 to Friday 22nd July 2022.

60. PLANNING APPLICATIONS

Cllr Crow-Brown provided an update as follows;

Applications

FH/TH/22/0720 - 4 Tollemache Close, Ramsgate

Erection of first floor side extension together with alterations to fenestration to rear –
NO OBJECTION

L/TH/22/0346 - 9 Church Street, Minster

Application for Listed Building Consent for replacement of existing single glazed windows and doors to double glazed timber casement windows and doors on the west and south elevations of property.

OBJECTION application as it has not demonstrated a need for replacing all of the rear windows and door. There is no reference to consideration for full restoration and that they are beyond repair.

FH/TH/22/0702 - 60 Greenhill Gardens, Ramsgate

Erection of a single storey front/side extension
NO OBJECTION

F/TH/22/0131 - Land between 44 & 46 Monkton Road, Minster

Erection of a detached, two storey three bedroom house

At the request of neighbouring residents and additional information being submitted, the application was considered but remained **NO OBJECTION**

Decisions

F/TH/22/0487 – 135 Monkton Road, Minster

Variation of conditions-Erection of 4No detached dwellings with associated parking, access and landscaping to allow alterations to materials and fenestration.

- **GRANTED**

F/TH/22/0366 – 4 Cornelis Drive, Minster

Variation of condition 2 of approved planning permission Erection of first floor extension and side extension to existing garage to created ancillary residential accommodation to allow the change of materials for cladding. - **GRANTED**

F/TH/22/0321 – 8a St Mildreds Road Minster

Erection of a detached two storey 3-bed dwelling – **GRANTED**

F/TH/22/0169 – Charles River UK Ltd

Erection of security gatehouse – **GRANTED**

F/TH/22/0148 – 6 St Mildreds Road, Minster

Erection of a detached two storey three bedroom dwelling - **REFUSED**

F/TH/21/1811 – Richborough Energy Park

Variation of condition 2 and removal of condition 4 of planning consent Extension of the existing 400kV substation to remove restriction and allow alteration to boundary fence and use of 4t telehandler Oct-Mar – **GRANTED**

61. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC

Cllr Crow- Brown reported that the last meeting focused on sewage problems and Southern Water.

	Cliffsend Parish Council has a new Chairman
Minster School	No update.
Twinning Assn.	Cllr Burden reported that a visit to France is being arranged in May. A contingent visited from France on the Jubilee weekend and the tree planting was held. Thanks to Cllr Mrs Gimes for attending the tree-planting and Neil for preparing the site for planting.

62. 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 May 2022 be approved.**
- (c) the Hampshire Trust Bank deposit is to be reinvested for a two years at a rate of 2.11%**

63. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Mr Brown asked what happened to the sign for Thanet Scouts that is missing from the by the church. Cllr Quittenden responded that is was damaged by a works vehicle. The Clerk will report it as missing via the online portal.

Time concluded: 8.09pm

5th July 2022