

# Cliffsend Parish Council

The Village Hall, Foads Lane, Cliffsend, CT12 5JH  
Email: [clerk@cliffsendpc.org](mailto:clerk@cliffsendpc.org) Telephone: 07849 160192  
[www.cliffsendpc.org](http://www.cliffsendpc.org)



## Minutes of the Parish Council Meeting

Held on Thursday 18<sup>th</sup> March 2021 at 7.30pm via Zoom.

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

Present – Cllr Rogers (Chair), Cllr Lyon, Cllr Forrest, Cllr Harrison, Cllr Mortimer, Cllr Pooley, Tricia Chinnery, Alison Willoughby-Browne (Clerk), DCllr Rogers and 9 members of the public.

**112/20-21 Welcome and apologies for absence - PCSO Litchfield.**

**113/20-21 Declarations of interest and co-option of new Councillor -** Cllr Rogers stated that at last we have received a reply from TDC regarding declarations of interest. After being interviewed, Tricia Chinnery was recommended then accepted as a replacement to Dave Ashley. The Declaration of Acceptance of Office was read out; Cllr Chinnery was welcomed and congratulated.

**114/20-21 Adoption of the minutes of 11<sup>th</sup> February 2021 as being a true record -** 11<sup>th</sup> February minutes proposed by Cllr Harrison and seconded by Cllr Forrest, all in favour. Chairman to sign the minutes as a true record.

**115/20-21 Matters arising from the above minutes -** no matters arising.

**116/20-21 Working Party & Councillor Reports -**

DCllrs – DCllr Rogers had received complaints regarding 40 tonne lorries coming into the village from Sandwich Road to Foads Hill and Cottington Road. They have not been following planning permission conditions – Meverall Avenue to Cliffsend Road to Cottington Road. Reported to Iain Livingstone, DCllr Rattigan had contacted developers. Southern Water had been contacted about rats at the pumping station/Foads Lane site, they are going to carry out a 3-day rat riddance programme, DCllr Rogers also asked for site to be cleared, to pursue and also inform of two rusty sewage pipes left.

PCSO – no report, two incidences have been reported; group of youths roaming Cliffsend and throwing eggs at properties and cars. The same evening - gathering in playground, car left gathering at speed. PCSO Litchfield happy that we are entering Cliffsend in Bloom.

Meadow and Open Spaces – Cllr Lyon reported that Cllr Harrison was also now on the Working Group and expressed thanks for her work on the boxes (planters). As it is bird-nesting season TDC cannot clear out the bushes in the playground. Cllr Lyon suggested that a meeting about the meadow can be held in the Village Hall once it is up and running again.

The Chairman had received a memo stating that from 7<sup>th</sup> May virtual meetings may no longer be permitted and we will be expected to go back to physical meetings. However, we have to consider that access to the village hall might not be possible so soon.

Cllr Forrest questioned the position with the lease, previously it was discussed and minuted that contact had been made with a previous Cllr who believed that the lease was not valid as contracts hadn't been exchanged, what have we done to address this? It was agreed to arrange a separate meeting before the April meeting to discuss.

Highways – report circulated. KCC decided to go ahead with safety audit without telling Cllr Forrest, they did not recommend street lighting on Cliffsend Road (considered only highways safety, not personal safety or security). If we want lights we will have to pay for them. Cllr Forrest had received an email from Network Rail advising that they are going to put in a 2m high wire-mesh fence to replace the three strands of wire. They will also put boards flush with fencing and back fill with concrete to remove the gap between kerbstone and fencing.

The Highways Improvement Plan Traffic Regulation Order went through with only 3 objections, therefore, doesn't have to be referred to Joint Transportation Committee, double-yellow lines will cost £577.80, will not go ahead before elections. Motion to support the funding was passed unanimously.

Cllr Rogers questioned why should some of these costs come down to the PC as we don't have a lot of money, Cllr Forrest advised that KCC spend their money where there are recent fatalities. Cllr Rogers and Cllr Pooley witnessed cars doing more than 25mph on Foads Hill and a near-accident. A mail-drop to residents will be considered for a raised table in Foads Hill-Road/Cliffsend Road, need to avoid complaints as in Acol. There will be a gateway in Cottington Road when development done.

Millwood Designer Homes will kindly donate £2,500 towards road safety on top of the £5k from WW Martin/Orbit Homes. Southern Water financials will be completed in 3 weeks time, they have guaranteed a £5k donation at least. The raised table will cost £15k, once built the maintenance is down to KCC. DCllr Rogers suggested contacting Tim Willis re' S106 monies as no response had been received from Iain Livingstone or Bob Porter. **Clerk to chase up the Millwood Designer Homes S106 monies.**

Finance – the Working Group met to carry out the budget monitoring where each line of the budget was compared against spend to the end of the financial year. The current bank balance is £48,487.18, the accounts reconcile with this. Cllr Lyon checked and initialled the bank statement and account sheet.

Youth – nothing to report.

**117/20-21 Financial Matters** - Three checks that we have to do – budget monitoring, Cllr other than Chairman to check the bank statement against accounts and all Cllrs to check the accounts against the bank statement quarterly, the latter was approved unanimously.

Cllrs Lyon and Rogers had previously checked the following payments with supporting documents (Mr Clark already paid). Clerk owes about 18 hours to the Village Hall.

### **March Payments**

Payee	Description	Invoice No	Method	VAT	Excl VAT	Total
Mr Clark	Repair of Noticeboard	-	Transfer	-	60.00	60.00
Clerk	Home Working Allowance	-	Transfer	-	346.00	346.00
Clerk	Village Hall Support	-	Transfer	-	540.00	540.00
Clerk	Mobile Phone Top-up	-	Transfer	-	10.00	10.00
SEiB	South East in Bloom	-	Transfer	-	60.00	60.00
Cllr Harrison	Planter Expenses	-	Transfer	-	21.50	21.50
<b>Total for Month</b>				<b>0.00</b>	<b>1037.50</b>	<b>1037.50</b>

Cllr Forrest proposed that the Council accept the payments, Cllr Lyon seconded, motion carried.

**118/20-21 Public Questions** - no questions.

Cllr Forrest stated that he is now on the Residents Association Committee, he has written to the Monitoring Officer to add this to his DPI. Cllr Harrison wondered whether we should have a representative on the Village Hall, would need clarification from the Trustees. The Chairman stated that the advice from TDC was that if Cllr Pooley and Cllr Chinnery have spouses associated with management or Trustees of the Village Hall they would have to declare that interest. Cllr Forrest disputed this and will be seeking advice from the Monitoring Officer, Cllr Pooley also investigating further.

## 119/20-21 Planning Applications -

Cllr Harrison advised that 23 Foads Hill has been passed - no longer commercial.  
FH/TH/21/0126 12 Nicholas Drive (erection of a single storey rear extension)  
F/TH/21/0043 Land adjacent to Lord of the Manor roundabout (erection of 2 single storey buildings) - not our parish but was discussed before with concerns about the access. DCllr Rogers' ward – the traffic will be one-way, no crossing of carriageway.

## 120/20-21 Current Topics -

Update on Village Hall – Clerk received a letter from the Chair of the former Shop Association releasing the bench funds to the Parish Council with no restrictions, a copy was circulated to Cllrs and then read out at the meeting.

A discussion followed and the Clerk read out the letter sent to the Chair of former Shop Association and minutes of the February meeting were revisited as Cllr Forrest expressed his disappointment that the funds were not designated to the Village Hall. Cllr Rogers said it was no good releasing funds merely to be tied-up elsewhere; it was virtually certain the bulk of the released funds will be for the Village Hall. Cllr Forrest agreed that if we do it in a way that we claim back the VAT, the VAT could be reused again for the Village Hall as well.

Cllr Pooley queried whether we still have the recordings from the previous meetings, from January, it may make things clearer.

Clerk - the auditor advised this was the best way to go as far as the shopping list goes so that we would be able to then claim back the VAT. Cllr Mortimer supported this stating it is about the audit, not about not supporting the Village Hall. Mr Pooley as Hall Trustee and Residents Association member had spoken with the Clerk, he believed there had been some confusion over the last few meetings of how the money would be released to CPC. Repairs will total about £25k, Parish Council can liaise and Hall can give list of what is needed.

Update on bins – Cllr Harrison updated on progress with planters and potential placing of the picnic table on Earlsmead green. Cllr Chinnery said she would be happy to visit more residents, Cllr Harrison said there was no need as she had called on many houses and had spoken with 12 residents. The Chairman stated that we just want to make sure that the bench goes in a useful place where people will appreciate it and TDC will be happy as well.

Cllr Pooley had contacted DCllr Rogers, she had kindly found out what we could do about bins; if we buy the bins TDC will empty them, they are not supplying bins anymore especially not dog bins. As a council we need to work out where to put them if we buy them. Cllr Forrest queried whether we have to pay for them to be installed? Cllr Mortimer asked how many bins we have and how often are the bins full and overflowing, is there an issue of how often they get emptied? Rather than buying more bins maybe they need to be emptied more regularly?  
**Clerk to check price, installation costs, how many bins we have and how often they are emptied.**

Parish Council insurance – Clerk researched, circulated new policy schedules. Came and Co have been our broker for last three years, this year requested an assets register with replacement values and also installation values for the gym equipment. Another broker was approached - BHIB - probably for larger councils, values too high for what we need. Clerk updated the Schedule of Assets (also removing items on the list with a value less than the excess) after contacting previous supplier of outside gym equipment for a quotation, in 2014 we paid just under £6k, they came back with a quote for £13,610! Whether we would replace if it was damaged was discussed, also public liability. The premium offered came out lower using a different company/underwriter - £501 compared with £724 last year. Cllr Forrest proposed that we accept this quotation, seconded by Cllr Mortimer, all in favour. Will be added to payment schedule April, payment March. Cllr Harrison questioned whether the playground equipment was inspected regularly by TDC.

Update on meeting with TDC Biodiversity and Horticulture Officer – Cllr Pooley reported on the meeting and the events that had preceded it -TDC started to erect fencing and were going to place wildflower plugs in Earlsmead green but no one had been consulted, residents were unhappy that green was being taken over (*factual statement disputed by a resident*). Sadly we lost the plugs as they were then allocated elsewhere.

The meadow and Primrose Way were discussed with the Officer, he provided a list of things that could be done (October – late February 2022) woodland plants in Primrose Way, dog-rose in the meadow hedges, residents would like trees replaced to compensate for those removed in Thanet Parkway development, and flowers (including edible ones). Cllr Forrest said there is potential for the meadow and we need to start engaging with people now.

The lease states that we can do what we want to develop except for a 20m exclusion zone at top of the meadow, we need to establish if the lease is valid. Cllr Harrison stated that residents are concerned about the mature trees being cut down; more noise, lack of privacy, it is something we need to take up. **Cllr Forrest to take the lead**, after the additional meeting he will establish contact with the landowner.

The Chairman proposed a 15 min extension to the meeting, seconded by Cllr Forrest.

Cllr Lyon said she would like to be involved.

#### **121/20-21 Clerk's Reports -**

- Contacted electrician re' defibrillator cabinet, waiting for response.
- Contacted TDC four times re' S106 monies, to contact Tim Willis.
- Audit date 19<sup>th</sup> May.
- Official letter of thanks to WW Martin and Orbit Homes from PC required.
- TDC planning enforcement visited property in Beech Grove; fly-tipped materials to be removed and tree trunk protection constructed around base of trunk to avoid damage and ingress of damp to protected tree, by 17<sup>th</sup> March. The tree has been pollarded, harmed but not in a detrimental way.
- Cllr Pooley addressed concerns about bird scarers, Clerk contacted TDC; farmer is complying with NFU guidelines (avoid using within 200m of sensitive buildings, not allowed before 7am and after 10pm). Farmer reported that he won't have a need for use in about two weeks.
- Latest mosquito check in March; checked 3 areas - considerable surface water in line with recent rainfall, larvae found in a part of one area, does not trigger requirement for spraying. Further visit early August.

Cllr Rogers thanked Cllr Lyon for arranging the cutting back of the hedge in Foads Lane. He also witnessed gutters being sprayed with weed killer.

#### **122/20-21 Correspondence Received -**

- Idox Group – webinar on sourcing external grants and funding; circulated to Cllrs.
- Eurovia Contracting (contractor for Thanet Parkway) – introduction, access to funding through corporate group; circulated to Cllrs and CVH Trustees.
- Meadow owner – options for meadow, Jubilee bench and skunk smoking.
- Resident – archaeology link on website not working; fixed.
- Landscape Services – would like to quote for maintenance of meadow; explained that we had agreed a contract for this year, invited to quote for next year.
- TDC – online planning consultations, Statement of Community Involvement Review public consultation; circulated to Cllrs, posted on website.
- Resident – concern regarding reservoir gate left open on farmland; message left on landowner's answering machine.
- Assistant to Birchington Clerk – building a contact base with other Parish and Town Councils; Clerk responded and joined WhatsApp group.
- Resident – damage to posts in Cottington Road; resident contacted WW Martin and BAM and has received confirmation that this will be sorted out.

Correspondence not listed – Resident regarding environmental issues, email had been circulated. Cllr Forrest supported the valid points raised in the email. To discuss further.

TDC - registration to vote; published on website. 6<sup>th</sup> May elections to be held at St Augustine's Golf Club.

The meeting concluded at 21:43

Date of next meeting – **8<sup>th</sup> April 2021, AGM 6<sup>th</sup> May.**