

Cliffsend Parish Council

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website: <https://www.hugofox.com/community/-15862/home/>



Minutes of the Parish Council Meeting
Held on Thursday 27th February 2020 at 7.30pm in the Village Hall

Present – Cllr Galvin (Chairman), Cllr Rogers, Cllr Mortimer, Cllr Ashley, Cllr Harrison, Cllr Forrest, Alison Willoughby-Browne (Clerk) and 10 members of the public.

- 116/19-20 Welcome and apologies for absence -**
Welcome to new Councillors and new Clerk. Chairman advised that the proceedings were being audio-recorded. Apologies from Cllr Lyon, DCllr Rogers (on behalf of herself and new DCllr Rattigan) Community Warden Tony Gander.
- 117/19-20 Declarations of interest and appointment of additional officers -**
Cllr Harrison declared an interest in the Meadow and Cottington Road development. Cllr Rogers was nominated by Cllr Harrison for the role of Vice-Chairman, this was seconded by Cllr Galvin, all in favour.
Declaration was signed by Cllr Rogers and the Clerk.
- 118/19-20 Adoption of the minutes of 9th January 2020 as being a true record -**
9th January minutes proposed by Cllr Ashley and seconded by Cllr Forrest, all in favour. Cllr Galvin signed the minutes as a true record.
- 119/19-20 Matters arising from the above minutes -** None.
- 120/19-20 Working Party & Councillor Reports -**
CCllr not present.

DCllr Rogers via email - welcomed Marc Rattigan the newly elected TDC Cllr for Cliffsend and Pegwell, he is already involved in ward matters. Both Cllrs will be attending the Sportsman appeal on 11th March and Cllr Rogers has called in the reserve matters on Cottington Road to be heard at the planning committee at TDC, both will be objecting to the changes in the application.

Community Warden - Tony Gander via email - Friday 6th March will be Tony's last shift as Community Warden, he has been a warden for 15 years and is now moving on. The Thanet team will cover until a warden can be placed. He expressed his thanks for help and support received.

Finance Report - Cllr Rogers stated that as per the audit the Council is required to produce an update at least once a quarter, at present time after the payment schedule is accepted we will have almost £36,900 in the bank. Income including precept £17.5k, compared with £16k budget, extra - Southern Water Grant of £1,500. Spend approximately £1,000 less than income. Last VAT refund March 2017, estimated as nearly £3,000 refund due, will be completed annually in the future as soon as accounts done.

Meadow Report - see appended report, costs to be budgeted £485. Cllr Ashley proposed that we accept the recommendation that the Council takes on the maintenance of the trees, Cllr Rogers seconded, all in favour.

Important that visitors are safe, tree #9 staked, Cllr Forrest purchased stakes. Require professional advice. Cllr Ashley on behalf of Parish Council apologised to owners of existing plot for any upset we may have caused by not being diligent in decision making and following through actions of previous Councils. Cllr Mortimer proposed that we contact the current tree #4 owners, Cllr Ashley seconded, all in favour.

The trees are not mentioned in our existing insurance policy, Clerk to investigate possibilities of coverage, they also need to be added to assets register.

Cllr Forrest to investigate presence of hogweed and ragwort in Meadow. Warning signage may be required if either suspected, or present.

Cllr Harrison gave a summary of the Meadow Project (2007) including arrangements for future maintenance. Cllr Rogers undertook to review past minutes for confirmation of this.

Community and Safety/Highways - see appended report, Bakers Field development; bollard-type lighting, road not to be adopted. Highways improvement plan, meeting with KCC Highways 18th March.

Cllrs Mortimer and Forrest, and resident Tony Bontoft on this working party.

Cllr Ashley asked for S106 monies to be explained to the members of public present. It was proposed by Cllr Ashley that the working party be renamed Highways Group, this was seconded by Cllr Mortimer, all in favour.

121/19-20 Financial Matters - Cllrs Ashley and Harrison approved the following for payment.

Payee	Description	Invoice No	Chq No	VAT	Excl VAT	Total
Countrywide	Meadow Maintenance	95531	100907	40.83	204.17	245.00
Countrywide	Meadow Maintenance	100489	100908	40.83	204.17	245.00
Village Hall	Monthly Hire Nov-Oct	-	100909	-	264.00	264.00
Cllr Rogers	Expenses	-	100910	-	5.18	5.18
Clerk	Wages	-	100911	-	409.50	409.50
PKF Littlejohn	Audit Fees	SB20194299	100912	48.00	240.00	288.00
Total for Month				129.66	1327.02	1456.68

Cheques were signed as appropriate by Cllrs Galvin, Mortimer and Rogers.

122/19-20 Planning Applications -

FH/TH/20/0019 24 Foads Lane - erection of conservatory on rear of property, no objections. Proposed by Cllr Ashley, seconded by Cllr Forrest, all in favour.

F/TH/18/1059 Sportsman Inn Redevelopment; February 5th original appeal, now 11th March. Cllrs Forrest and Galvin to attend. The Parish Council objected almost unanimously last time.

R/TH/20/0171 Land East of 40 Canterbury Road West, Ramsgate, Kent - variation of original application of 2018, changes to landscaping and change in mix of homes and affordable homes, also re-siting of some of the plots placed over main pipes. Cliffsend Parish Council has time to respond, Cllr Galvin to investigate further.

R/TH/19/1780, R/TH/19/1781 Orbit Housing in Cottington Road. 115 documents on application. Objections from Kent Police and Kent Highways. Other issues include possible further archaeological evaluation and mosquitoes.

Cllr Galvin explained about the planning application process, encouraging as many residents as possible to submit comments. Cliffsend Parish Council will submit a strong objection. Clerk has asked for an extension to the appeals process since many documents were 'unavailable' but TDC response was not satisfactory.

Cllr Forrest suggested that a Parish Councillor be a point of contact for each major development. A lot of emotion has been expressed on developments and advice could be offered to residents. Cllr Ashley supported this idea, we need to involve as many people as possible e.g. flyers through doors.

A member of the public suggested that we invite an Orbit representative to a Council meeting, suggested that we hold a public consultation at time of their choice, Clerk to request.

123/19-20

Current Topics -

Ongoing review of Council procedures - annual review of standing orders; an analytical review to be carried out by Cllr Rogers and Cllr Ashley initially.

Update on Southern Water gifted bench - bench delivered, suggestions requested from residents as to ideas/siting; in Parish Council post box, for one month or by email to the Clerk. Publicise on noticeboards and website. Clerk researching into relevant voluntary sector to check that specification is actually wheelchair-friendly before siting.

Update on defibrillator - purchased by and an asset of the Council, implied Council could be liable for its use. Clerk has contacted supplier whose response, whilst helpful, has been lacking in some aspects. Cllr Ashley to update at next meeting arrangements for routine maintenance and key holders.

Update on Bakers Field S106 monies - Cllr Galvin stated that in his last communication with TDC, they said that 50% of the development needs to be occupied before they release any money. This money, when received will stay in Cliffsend, could be spent on roads. Suggestions will be made by TDC as to use. Cllr Forrest has enquired as to how much this will be, awaiting a response. Further request must be by Clerk on behalf of Council.

Update on website - confusion caused by two websites. The free service provided by Cantium is to be withdrawn and replaced by a subscription service later in 2020. They were advised that we were pursuing an alternative service using Hugo Fox - <https://www.hugofox.com/community/-15862/home/> Facebook pages similar to website, now being removed by former Chairman.

Review of timings for Council meetings - in conjunction with the Village Hall Committee, Council will consider whether there are suitable and agreeable alternatives to meetings on Thursdays. This frequently conflicts with TDC meetings and/or elections. Agreed that meetings often extend beyond 21:30 and should, in future, be averted through better focused discussions and control.

124/19-20 Clerk's Reports -

Damage to noticeboard on Canterbury Road West - Cllr Harrison investigating price to repair and improve locking mechanisms.

125/19-20 Correspondence Received -

- Clarity on finish date for Southern Water works and closure of Sandwich Road.
- Spitfire and Hurricane Museum VE Day celebrations 8th May.
- Internal Auditor invoice and report.
- Training for Councillors and Clerk - email received from member of the public and a suitable response was given.

126/19-20 Public Questions -

A resident expressed concern over access to and downloading information from the website. Cllr Ashley advised that we will ensure enough agendas are supplied for members of the public. Cllr Rogers to send email to resident with website link. Accurate information to be made available wherever possible.

Member of public asked if we still have a village caretaker. Bus stop at end of Foads Lane is full of mud and water, drain covered, advised a TDC matter. On Sandwich Road, activities of tankers have led to suspension of bus stop. Temporary sign required as buses will not be hailed, requiring passengers to walk to Hugin Green stop. Cllr Harrison offered to liaise with Southern Water representative attending coffee morning every fortnight.

Thanet Parkway not mentioned under planning applications - apologies, still ongoing, probably will go ahead as money allocated. Worry that users won't pay for parking and will use streets. Unfortunately, the station will be in the wrong place to support the airport.

Resident drew attention to road safety measures in place elsewhere within the district. These to be evidenced at forthcoming Highways Meeting 18th March.

At bottom of Foads Lane, roadside foliage of property adjacent to bus stop is still a cause for concern, despite TDC having issued an enforcement notice. To be followed up.

Date of next meeting - March 12th 2020