

## CLIFFSEND PARISH COUNCIL

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Clerk/RFO to the Council: Anne Griffiths  
Cliffsend Parish Council, Cliffsend Village Hall, Foads Lane, Cliffsend,  
Ramsgate, Kent CT12 5JH

### DRAFT MINUTES

THURSDAY 13 DECEMBER 2018

The meeting opened at 19.35.

**Present:** Councillors Blaydes (Chairman), Francis-Cable, Hellyer, Hovenden, Lyon, and Searle

**Also Present:** Anne Griffiths (Clerk/RFO), Councillor Townend (TDC), and five members of the public.

#### 1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Messenger (KCC) and Councillor Rogers (TDC).

#### 2. DECLARATIONS OF INTEREST

No Declarations were received.

#### 3. MINUTES AND MATTERS ARISING

i. Acceptance of the Minutes of the meeting held on 8 November 2018 was proposed by Councillor Hellyer, seconded by Councillor Searle, and **agreed by unanimous vote**

ii. **Matters arising:** A numbering error had been noted in the previously approved Standing Orders. This had been corrected and the Standing Orders were put to the vote with the correction. Councillor Blaydes proposed acceptance, Councillor Lyon seconded, and **approval was unanimous**.

#### 4. REPORTS

i. **Finance & General Purposes Committee** The Committee met prior to this meeting. Councillor Searle had presented two quotations received in respect of annual mowing and care of the hedges for the coming year. The current contractors, Landscape Services, had quoted 2337.90 plus VAT, Countrywide Grounds had quoted 2450.00 plus VAT. The meeting had voted to approve Countrywide Grounds' quotation. The meeting had also agreed to present to the main meeting the quotation received from Rob Broadley in respect of trimming the trees which had been approved at the last Finance and General Purposes Committee, but needs to be approved by the full Council meeting.

ii. **Planning** At the Planning meeting prior to this meeting, the Council had agreed to support the two applications discussed: TH/18/1564 – installation of cameras on level crossing at Foads Lane and TH/18/1677 – alterations to 20 Chapman's Fields.

iii. **County Councillors** No report received.

**iv. District Councillors** Councillor Townend was present. No formal report had been submitted, but he informed the Council that he had spoken to the builder at Arundel Road in respect of blocking the road. There was discussion of the location of the boundary wall. He wished everyone a Happy Christmas. Councillor Hovenden asked him if he would contact Paul Valek to investigate whether the builder is encroaching on KCC land.

**v. Community Warden/PCSO** No reports received.

**vi. Councillors' Reports**

Councillors Francis-Cable and Hovenden had nothing to report. Councillors Lyon, Hellyer and Searle indicated that matters on which they would report appeared later in the Agenda.

**5. PUBLIC QUESTIONS** Questions were raised in respect of rats and weeds on the asparagus field which are the responsibility of the landowner. The two issues will be added to a letter to the landowner, which is already in hand, regarding his garden wall on Cliffsend Road. Concern was expressed at the likelihood of social housing being included in new developments.

**6. FINANCIAL MATTERS**

i. The necessary documentation required by the Council's grant-making policy was produced to support the application for a grant by Cliffsend Residents Association

ii. **Payments Schedule RESOLVED: That the following invoices be approved for payment**

Date	Supplier	Description	Min ref	Chq No	VAT	Excl Vat	£
13 December 2018	Cliffsend Residents Association	Grant for lunch		847			300.00
13 December 2018	Chris Barton	Maintenance and general work		848			251.00
13 December 2018	Mitchell's Electrical	Repairs to tree lights		849			304.00
13 December 2018	Peter Francis-Cable	Tree lights		850			10.00
13 December 2018	HMRC	Tax - clerk's salary		851			479.08
1 January 2019	A.J. Griffiths	Clerk's Salary - December		852			523.43

## 7. REVIEW OF STANDING ORDERS AND SCHEDULE FOR REVISION OF POLICIES

- i. The correction to the Standing Orders had been dealt with earlier on the Agenda.
- ii. Consideration of a schedule to review remaining policies was deferred until the next meeting.

## 8. CURRENT MATTERS

- i. **Grounds maintenance** Boxes have been lined and Christmas trees erected.
- ii. **Roads** KCC's highways improvement plan was discussed. It was suggested that there was a need for realignment of the junction at Cliffsend Road, Foads Lane and Foads Hill. No detailed replies have been received.
- iii. **Meadow**
  - a. The quotation of £350 plus VAT from Rob Broadley in respect of trimming trees was put before the Council. Councillor Lyon proposed acceptance, Councillor Hellyer seconded, **approved unanimously**. The Clerk was asked to draft a letter to Mr. Chapman in respect of trimming the trees and contribution to the cost.
  - b. Councillor Searle presented the quotations from Landscape Services and Countrywide Grounds in respect of annual maintenance. These had already been detailed and discussed earlier in the Agenda. Councillor Blaydes proposed accepting the quotation from Countrywide Grounds, Councillor Lyon seconded, **approved unanimously**. Councillor Lyon proposed that the fees be paid by standing order, Councillor Francis-Cable seconded. The **proposal was carried by five votes in favour** with one abstention. Discussion ensued as to the January commencement date for the new contract. Councillor Francis-Cable proposed that this be accepted, Councillor Lyon seconded. The **proposal was carried by 5 votes in favour** with one abstention. Councillor Searle will, however, investigate whether it is possible to start the contract in March.
- iv. **New benches** Councillor Hellyer advised that the memorial bench was due to be delivered in the week following the meeting. He anticipated problems with access. He had contacted Thanet District Council with regard to the provision of bases and the remaining benches.
- v. **Noticeboards** Nothing to report
- vi. **Christmas trees** Councillor Francis-Cable reported on the celebration at the lighting of the tree on 8 December 2018. It was attended by 80-90 people and was a great success. He wished to record thanks to Chris Barton, Lynn and the Village Hall committee, those running the Coffee Morning, Councillor Blaydes and his wife for refreshments, and the children at Minster School for making decorations. The Clerk will write to the children in the New Year.  
Councillor Blaydes noted that the existing Christmas tree lights had been repaired and would be lit until Twelfth Night. The cost of removing them for the year is prohibitive and so they will remain in place until next Christmas.

## 9. PARISH HIGHWAYS IMPROVEMENT PLAN

Awaiting further information from Highways department.

**10. BUS 42 – PROPOSED CHANGE TO SERVICE**

A possible response had been circulated in advance and was discussed. Mention was made of the difficulties involved in using the No. 43 bus. Councillor Blaydes proposed that the draft response be approved subject to the addition of a comment in relation to the No. 43 bus and access, Councillor Lyon seconded, **approved unanimously.**

**11. CLERK'S REPORT**

The Clerk had no matters to report upon.

**12. CORRESPONDENCE RECEIVED**

The Clerk had received no correspondence.

**10. ANY OTHER BUSINESS**

Councillor Blaydes wished to record thanks to the Craft Group for the post-box decorations and for the poppies and banner.

Councillor Blaydes reported that the Village Hall had been booked for Parish Council meetings in the coming year. The bookings had been made for the same time on second Thursdays, but those subsequent to Council elections had been marked TBC.

**The meeting concluded at 21.03.**