



## St Nicholas-at-Wade with Sarre Parish Council



**Minutes of the Annual Parish Council Meeting held at the Bell Meadow Pavilion,  
St Nicholas-at-Wade on Tuesday 14<sup>th</sup> May 2019 at 7.30pm.**

**Present: Councillors G.Bryant (Chairman), L. Ageros, Ms. P. Cheniston, G. North, P.Radclyffe, D. Divers**  
**Also Present: Sara Archer – Clerk, Community Warden T. Gander**

### **1/19-20 ELECTION OF CHAIR & VICE CHAIR FOR 2019-20**

Cllr Bryant and Cllr Ageros were nominated for Chair. A vote was taken and it was confirmed that Cllr Bryant would be re-elected as Chair. This was seconded by Cllr Divers.

It was agreed that the position of Vice-Chair would not be appointed until the Parish Council had a full complement of Councillors.

**RESOLVED: Cllr Bryant to be re-elected as Chair for 2019-20.**

### **2/19-20 APOLOGIES FOR ABSENCE**

Apologies had been received from PCSO Forsyth.

### **3/19-20 DECLARATIONS OF INTEREST**

Cllr Ageros advised that all Councillors knew the applicant for planning F/TH/19/0175, however, as none were in neighbouring properties, this would not affect any decisions made. No declarations of interest were therefore registered.

The Clerk reminded Councillors to sign and return their DPI Forms as soon as possible.

### **4/19-20 PREVIOUS MINUTES**

Following the correction of attendees at the meeting held on 9<sup>th</sup> April 2019.

**RESOLVED: To approve all minutes of the last Parish Council meeting held on 9<sup>th</sup> April 2019 and Annual Parish Meeting held on 1<sup>st</sup> May 2019. These were proposed by Cllr Cheniston, seconded by Cllr Divers, all were in agreement and therefore signed by the Chairman as a correct record.**

### **5/19-20 CHAIRMAN'S REPORT**

The Chairman read his report as follows:

This is the first report of our new Parish Council and to start with can I apologise for the current state of the pavilion. You can obviously see that the refurbishment is well on its way and we hope to have it finished within the next few weeks.

A new Parish Council with a fresh start. This enables us to consider the future with much optimism. \*\*The Bell Meadow Community Partnership is due to start tomorrow with a meeting open to all residents and stakeholders. The meeting will be one to take nominations and, if necessary, to hold an election for the executive committee to manage the pavilion and Bell Meadow. This is a Parish Council driven initiative to ensure that we build upon the excellent work of the Bell Meadow Pavilion sub-committee that has been in operation since October. I would like to pay tribute to those that have worked so hard to ensure that we have attracted new users, gained a full licence for the building and made such headway in the refurbishment. I do hope that they will all be involved in the new community partnership.

We are looking for people that are driven by the desire to improve all our stakeholders' lives. The new partnership should be one that provides constructive and original ideas to provide a great experience. The nominees should expect to fulfil their role by actively participating in all the activities that will be put on in the pavilion and Bell Meadow.

\*\* Addendum to report:

Due to the delay by the Solicitor regarding the constitution, this meeting will be rescheduled, however, a public consultation will still be held tomorrow.

There is a major national event taking place next year. 8<sup>th</sup> May 2020 will be the 75<sup>th</sup> anniversary of Victory in Europe. This looks to be an incredible opportunity for the whole nation to say thank you for those that spent six years enduring a war that none of us have got close to experiencing.

This is an opportunity for our Parish to say thank you. We have less than a year to prepare for this, but it could be an event that all of us can come together and work towards a weekend that should be talked about for years to come. It would be good if all the groups in the village came together to form a committee that can do us all proud. The vision I have is one of a weekend of fun and entertainment for all. But we need to get started now. I will be approaching as many individuals as I can to bring together a team that will work for its community to deliver on this special occasion.

Please take a few minutes to read the national initiative and consider how you can help with this.

As you know, the local elections took place on 2<sup>nd</sup> May and I would like to welcome back Reece Pugh as one of our TDC elected Councillors and welcome new Councillors David Hart and Trevor Roper. I would also like to pay tribute to our former TDC Councillor, Derek Crow-Brown. Derek and I did not share the same political emblem but he was a very fine local Councillor. Derek attended virtually every one of our meetings since he was first elected, he was supportive and tried to help several residents with various issues that could be addressed by TDC. I have already written to Derek to thank him for all that he did for us over a period of four years and I would like to place on record our appreciation for his dedication.

Finally, I would like to thank Sue Orchard from Sarre for providing an excellent training session for us on Saturday 4<sup>th</sup> May. She brought along a team of volunteer first responders who gave up their time to train a number of us on how to use the defibrillator and carry out CPR. These volunteers not only provide their time free of charge, but they also must raise money to provide their own uniforms and equipment. I do hope that we will be able to hold an event soon to raise funds for them.

#### **6/19-20 CLERK'S REPORT/CORRESPONDENCE**

The Clerk reported on the main activities carried out by the Handymen since the last meeting which included grounds maintenance at Bell Meadow, St Johns Green, Manor Road, the cemetery and allotments. The meeting was also advised that the Clerk had received correspondence regarding the Community Led Housing conference run by TDC, Morris dancing event in St Nicholas in collaboration with the Wantsum Brewery and the KCC Waste and Recycling Charges Policy.

#### **7/19-20 VILLAGE REPORTS.**

Councillor Radclyffe reported that he had been litter picking within the village. He advised the benches needed some attention before the open gardens weekend and offered to repaint them.

Councillor Ageros confirmed the litter had increased slightly along the Ramsgate Road. The roads had been resurfaced in Sarre village and thanks were extended to Sonya Smyth for organising this. The gas works scheduled in St Nicholas had been postponed until after the Open Gardens weekend.

No feedback had been received regarding the Sarre village sign; therefore, Cllr Ageros would arrange for a leaflet to be produced and distributed in the village to consult with the residents and progress the project further.

Cllr Bryant reported notification had been received from the gas works company to confirm the works scheduled for Sun Lane would not be carried out until after the Open Gardens weekend.

Cllr Radclyffe advised that signs would be erected during this weekend to indicate disabled access only through Manor Road and The Length.

#### **8/19-20 THANET DISTRICT COUNCIL COUNCILLORS' REPORT**

No report received.

#### **9/19-20 KENT COUNTY COUNCILLOR'S REPORT**

No report received.

#### **10/19-20 KCC COMMUNITY WARDEN & KENT POLICE PCSO'S REPORT**

PCSO Forsyth was not present at the meeting however a report was submitted and read by the Clerk as follows:

Good evening everybody,

I hope you are all well

I have gone back over the last month to see which crimes of note can be disclosed and there are unfortunately a few:-

18.04.2019 – Burglary Downbarton Road

22.04.2019 – theft from a vehicle Sarre

08.05.2019 – burglary Manor Road

11.05.2019 – theft Old Road Sarre

Please be extremely mindful of security and if you have any cctv please check it for positioning and condition as frequently as possible.

As we all know, different seasons bring different crimes and issues, so as we head toward the warmer weather you should be advised of security measures. Please be careful when leaving windows and doors open, particularly front and back doors which may be left open for any length of time. Keep outbuildings, sheds and garages locked at all times and all tools and machinery safely under lock and key and out of sight.

Please be aware of rogue traders and fraudulent telephone calls, unfortunately these will probably always be a menace and you need to be vigilant and of course never disclose any personal information. Please always inform us of any suspicious activities.

My police surgeries, which if operational commitments allow, are the first Wednesday of every month. I am looking into combining all surgeries to Monkton Village Hall at 12.15 as I have only ever had one person attend any of my surgeries so given the time dedicated, it appears to make sense to reduce the 3 hours spent down to one hour per month. I shall send fresh posters reflecting this change.

Thank you all for the warm welcome I have received and I look forward to my first full year with you.

Cllr Ageros confirmed a prosecution had been made recently against hare coursers.

Community Warden Tony Gander was present however no report was available.

### **11/19-20 PAVILION SUB COMMITTEE**

A briefing note from the Sub-Committee was circulated to the Parish Council at the beginning of the meeting.

The plumbing works were in progress as was the decorating.

Cllr Divers confirmed the gas had been capped off due to a leak, however, the suppliers were dealing with the issues as a matter of urgency.

The new CCTV would be fitted in due course with access only permitted by the Clerk ensuring GDPR compliance.

Three events would be taking place at the Meadow, the Cycling Club, Year 6 Leavers and Open Gardens.

A summary of Health & Safety report and budget updated were circulated to members. The certificate of compliance from Kompan was still outstanding. Cllr Bryant would arrange a meeting with Kompan to discuss the existing issues.

Three quotes for an extension to the alarm system had been circulated to be considered by the Parish Council. Discussion took place with regard to the content of the quotes and the recommendation had been made to instruct Westgate Alarms to carry out the works.

**RESOLVED: To approve the recommendation to instruct Westgate Alarms to complete the extension works for the alarm system at the Bell Meadow Pavilion. Proposed: Cllr Bryant Seconded: Cllr Radclyffe.**

The decorator had requested the Parish Council considered a staged payment plan which had been circulated.

All were in agreement with the proposal.

**RESOLVED: To approve the staged payment plan for the decorator, as circulated. Proposed: Cllr Bryant, Seconded: Cllr Cheniston.**

The meeting was advised that due to the delay from the Solicitor in returning the constitution documents, the inaugural meeting arranged for tomorrow (15<sup>th</sup> May) would be delayed and instead the meeting would be an open public forum for questions and concerns to be raised.

### **12/19-20 CIVIC SPACES COMMITTEE**

No report.

### **13/19-20 PUBLIC QUESTION TIME**

- Documents removed from the noticeboard at the Pavilion were duly returned to the Chairman and passed to the Clerk to be kept with the records.

- The Chairman was asked to comment on behaviour at the Annual Parish Meeting which it was felt brought the Parish Council into disrepute. An apology for accusations made were also requested.

An extract from the Good Councillors Guide was shared with the meeting.

The complainants were advised to report any concerns regarding conduct of the Chairman to the Monitoring Officer at TDC.

- Concern regarding the potential development at Downbarton Road and Summer Road was raised. Parking and traffic issues were discussed. Clarification of the position of the Parish Council with regard to the planning applications was sought. It was confirmed the Parish Council would object to any further residential development in the village and concern was shared regarding the over development of the area.

- The implementation of double yellow lines at the church and near the junction with Manor Road was discussed. As this was a conservation area, permission would not be granted, however, other solutions may be explored, including the placement of a mirror to assist with visibility. Cllr Bryant would raise the issues with Paul Valek, Highways Manager.

- The issue of horses riding on the pavements in the village was discussed. The Community Warden would liaise with the Police and Highways department to discuss enforcement.

- It was requested that the details for the inaugural meeting of the new Bell Meadow Community Partnership were displayed more visibly.

### **14/19-20 PLANNING APPLICATIONS**

a) Council considered the following applications:

**F/TH/19/0281** - St Nicholas Campsite, Court Road, St Nicholas At Wade, BIRCHINGTON

Change of use of caravan park toilet and shower block to office unit. – NO OBJECTION, concern regarding any further development on site

**L/TH/19/0500** - Storage Building at Bramble Cottage, Ramsgate Road, Sarre, Birchington

Application for Listed Building Consent for the change of use and conversion of storage building to 1no. 2-bed dwelling, together with the erection of single storey side extension and alterations to fenestration – NO OBJECTION

**F/TH/19/0532** - 1 Bridges Close, St Nicholas At Wade, BIRCHINGTON, Kent

Erection of a two storey, 2-bed detached dwelling – OBJECTION on grounds of overdevelopment in area.

**F/TH/19/0175** - Huckleberry Farm, Down Barton Road, St Nicholas At Wade

Change of use of land for equestrian glamping and provision of 4No. mobile cabins for glamping use – NO OBJECTION, encourage developer to contribute to road improvements.

**TPO/TH/19/0609** - Wantsum Court, The Oaks, St Nicholas At Wade, BIRCHINGTON

B/TPO/1(1956) - 1No Holm Oak (TA) - Crown lift to 5m, cut back from lamp to give 3m clearance and removal of deadwood, 1No. Holm Oak (TB) – Crown lift to 5m, crown reduce by 3-4m and reshape reduce loading to lower limbs, clear properties and road  
REFER TO TREE OFFICER

b) None received.

## 15/19-20 FINANCE

(a) The Clerk presented the monthly bank reconciliation between the cash book and bank accounts.

**RESOLVED: To approve the monthly bank reconciliation for April. (Proposed: Cllr Cheniston Seconded: Cllr Radclyffe).**

(b) The Clerk presented the monthly payment schedule which included the following invoices:

M. Savage (Handyman's salary & expenses)	291.02
S. Archer (Clerk's salary & expenses)	746.47
J.Read (Asst Handyman's salary & expenses)	286.73
G. Bryant (Cleaner's salary)	96.00
G. Bryant (Reimbursement)	10.70
Monkton Parish Council (1/2 Clerks SLCC M'ship)	61.00
P. Paul (Remarking of football pitch)	75.00
Playing Fields Association (M'ship fees)	20.00
M. Feekings (CCTV equipment)	499.99

### Receipts:

Herne Bay Harriers	120.00
Enve Canine	150.00
A. Van Orsouw	80.00
Cemetery fees	300.00
TDC (1/2 Precept)	15096.50

**RESOLVED: To approve payment of invoices included in the monthly payment schedule for May (Proposed: Cllr Divers, Seconded: Cllr Ageros)**

(c) The Clerk presented Sections 1 and 2 of the 2018/19 Annual Return.

**RESOLVED: To approve Sections 1 and 2 of the 2018/19 Annual Return (Proposed: Cllr Bryant Seconded: Cllr Divers).**

(d) The purchase of a jet washer for the clearance of weeds and cleaning pavements was discussed and it was agreed that it would not be financially justifiable at the moment. It was therefore proposed that a machine should be hired for a day to assess its effectiveness.

**RESOLVED: To approve the hire of an industrial jet washer for one day. (Proposed: Cllr Bryant, Seconded: Cllr Ageros).**

(e) In view of the increased responsibilities, the Clerk explained the necessity of purchasing industrial equipment for the handymen. The handyman confirmed the equipment required included a strimmer, hedge cutter and pole saw. It was estimated the cost of such equipment would be approx. £3000. It was therefore proposed a budget of £3000 was set for the purchase of the equipment. The handyman would liaise with the Clerk and research costs.

**RESOLVED: To approve the purchase of industrial maintenance equipment for the Handymen to a maximum budget of £3000. (Proposed: Cllr Bryant, Seconded: Cllr Divers)**

(f) It was agreed the installation of village gates in Sarre would assist with traffic calming and give it an identity. Sonya Smyth volunteered to continue to make enquiries with regard to the installation on behalf of the Parish Council.

(g) Various options regarding the maintenance work and replacement hedge at the cemetery were discussed. The handyman would research the most suitable plants and costs and forward the information to the Clerk. The Farm would be approached to assist with the clearance of the mud and preparation of the area to be planted.

(h) The purchase of replacement benches for both villages was discussed. It was agreed that recycled plastic was the preferred option. Cllr Radclyffe would paint the benches in time for the Open Gardens and the handyman would research costs for the replacements and report to the Clerk.

(i) The Clerk presented the proposal for allotment plot 4 to be donated to the volunteer who operated the gates at Bell Meadow to show appreciation for the daily assistance given to the Parish Council. All were in agreement.

**RESOLVED: To donate allotment plot 4 to the volunteer gate keeper. (Proposed: Cllr Bryant, Seconded: Cllr Divers)**

#### **16/18-19 ADMINISTRATIVE ARRANGEMENTS**

(a) The Clerk confirmed details of the current bank signatories and bank checkers, in view of the recent resignations, Cllr North was approached to become an additional signatory.

**RESOLVED: To approve bank signatory and bank checking arrangements for 2019/20 (Proposed: Cllr Cheniston Seconded: Cllr Radclyffe).**

(b) The Clerk advised that the committee and group representatives should be reviewed when the vacancies had been filled.

#### **17/18-19 POLICIES & PROCEDURES**

The Clerk presented the Internal Control Systems and Risk Management Statement to be ratified. No amendments were made.

**RESOLVED: To approve the Internal Control Systems and Risk Management Statement. (Proposed: Cllr Bryant, Seconded: Cllr Cheniston).**

The meeting was concluded by The Chairman at 9:09pm