



St Nicholas-at-Wade with Sarre Parish Council



Approved Minutes of the Virtual Parish Council Meeting held via Zoom, on Tuesday 8th September 2020 at 7.30pm.

Present: Councillors G. Bryant (Chairman), L. Ageros, G. North, L. Fallon, D. Divers, P. Radclyffe

Also, Present: Sara Archer – Clerk, District Cllrs R. Pugh, Trevor Roper plus 3 members of the public.

48/20-21 EXCLUSION OF PUBLIC

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public will be excluded by reason of the confidential nature of the business to be transacted during the period 7:20pm – 7:30pm.

49/20-21 APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Ticia Cheniston, District Cllr Hart and County Councillor Hurst.

50/20-21 DECLARATIONS OF INTEREST

None declared.

51/20-21 PREVIOUS MINUTES

RESOLVED: To approve the minutes of the Parish Council meeting held on 11th August 2020. These were proposed by Cllr North, seconded by Cllr Radclyffe, all present agreed and therefore the minutes would be signed by the Chairman as a correct record when able.

52/20-21 CHAIRMAN'S REPORT

Cllr Bryant read his report as follows:

I would like to start by thanking Councillors for their help in distributing the leaflet about the various vacancies that we have. I am pleased that we have had a response for The Parish Councillor vacancy, and I hope that we will be able to take that forward. Since writing the report, interest had also been shown for the handyperson vacancy and Bell Meadow Pavilion Committee.

In these unusual times, our lives go on and we have been active in several areas. The Travellers site is still high priority. The next TDC Cabinet meeting is on Thursday, 17th September but as of this morning, the agenda has not yet been published therefore we cannot be sure whether the traveller's site will be discussed.

I have been informed by a resident that the defibrillators are looking 'tired' and therefore I have asked our resident expert to have a look at these for us.

You will note that the cemetery has had its autumn clean up and comments have already been made as to how good it is looking. Thanks to Westgate Tree Services for their work.

The Bell Meadow has been extremely popular since the lockdown was eased. We continue to follow government guidance and the pavilion will remain closed until we get the all-clear. We have opened the toilets for use of the footballers and instruction is put on the chalk boards at every game. I am very pleased that we have taken over £600 in booking fees for Bell Meadow in the last month.

It has been reported that the four box planters are getting near the end of their useful life. I have asked the gardening club to look at a more permanent fixture and will report back at the next PC meeting as to the recommendation.

In the light of the Hoo fire last week, I think we need a careful review of our Emergency Planning. It is obvious to me that we need to take a more joined-up approach and I would like us to form a committee that includes stakeholders from The Village Hall, Manor Hall and The School. We need to use all the resources that are at our disposal. This is not possible now, but it is something that we need to consider.

There is probably a lot I have missed but I am conscious of time and I am happy to answer questions as they may arise.

53/20-21 CLERK'S REPORT/CORRESPONDENCE

The Clerk advised the Police Crime Commissioner was holding an online road safety consultation, deadline for comments 30th September. The vacant allotment had been leased. The Chairman advised that letters should be sent to those plot holders who were not keeping their allotments in a suitable condition.

It was noted the insurance renewal was now due, it was currently on a three year agreement at a cost of £1740.97 for the forthcoming year.

54/20-21 TEMPORARY TRAVELLERS SITE PROPOSAL

Cllr Bryant advised of an email received from Cllr Everitt, Leader of TDC, which was read to the meeting.

TDC had made the decision not to go ahead with temporary traveller's sites in favour of identifying a permanent site through the forthcoming Local Plan. The location of this site had not yet been confirmed, however, a full statutory consultation would be carried out.

55/20-21 THANET DISTRICT COUNCIL COUNCILLORS' REPORT

Cllr Pugh encouraged residents to use the green waste collection rather than hold bonfires, particularly during the dry weather. The decision not to proceed with temporary traveller's sites was welcomed. Cllr Pugh had met with the CEO and Director of Communities, together with District Cllr Hart, and advised of the safety concerns of Potten Street Car Park and the necessity to identify private land for the travellers site which would potentially be safer and more secure.

It was confirmed that Extinction Rebellion had placed a banner on the bridge at Shuart Lane which Cllr Pugh had reported to the Highways Department with safety concerns and it was subsequently removed.

Cllr Roper advised he had submitted a question to the Cabinet meeting regarding the travellers sites and would follow up the concerns raised. The Overview and Scrutiny panel identified a financial gap of £3million due to Covid-19. Empty houses were being highlighted to enable them to be refurbished and rented. Loans were available to landlords to assist with renovations. East Kent Housing from 1st October was back under TDC control.

Planning changes would be taking effect in due course.

Campervans/Motorhomes would be subject to a new street parking order being introduced to prevent parking from 10pm-10am. Enforcement officers would be on patrol.

New signage to encourage cycling were being erected in the area.

56/20-21 KENT COUNTY COUNCILLOR'S REPORT

Cllr Liz Hurst was not present and no report was available.

57/20-21 PLANNING APPLICATIONS

a) Council considered the following applications:

TCA/TH/20/1073- The Elms Farmhouse, Canterbury Road, BIRCHINGTON

4no Leylandii (T1 - T4) - Fell, 1No Holm Oak (T5) - Crown thin by 15% and crown reduce by 2m in height and radius
Refer to Tree Officer.

b) None received.

Cllr Fallon advised of planning application OL/TH/20/0923 which the Parish Council had not been advised of previously. Comments should be forwarded to the Clerk as soon as possible.

58/20-21 FOOTPATHS & BRIDLEWAYS

Concern had been raised regarding a bridleway at Downbarton Farm which was thought to have been changed, however, it was confirmed that access remained and the alterations had been permitted.

The public footpath in Court Road had been reported to KCC for clearance of the overgrowth.

59/20-21 CCTV PROJECT/LITTER MANAGEMENT

Cllr North confirmed he had made enquiries with regard to 'dummy' cameras, however, it was felt they would be ineffective.

Education and enforcement would be the most appropriate course of action. It was considered that signage would be beneficial.

Cllr North would investigate the matter further.

60/20-21 FIREWORKS EVENT

The annual firework event was discussed. It was considered to be too unsafe during the current covid-19 restrictions. Social Distancing could not be enforced appropriately.

It was felt a Parish event should be arranged once the virus had been fully controlled.

RESOLVED: To cancel the annual fireworks event for this year. (Proposed: Cllr Fallon, Seconded: Cllr Radclyffe).

61/20-21 FINANCE

(a) The Clerk presented the monthly bank reconciliation between the cash book and bank accounts. This had been sent to Cllr Radclyffe for inspection prior to the meeting.

RESOLVED: To approve the monthly bank reconciliation for August. (Proposed: Cllr Fallon, seconded Cllr Bryant).

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

M. Savage (Handyman's salary & expenses)	75.34
S. Archer (Clerk's salary & expenses)	708.87
J. Read (Asst. Handyman's salary & expenses)	137.71
G. Bryant (Cleaner's salary)	116.56
Lloyds Bank (Credit Card)	149.94
D. Buckett (Audit fees)	312.15
G. Bryant (Printer Ink)	60.94
Seaward Copy Shop (Leaflets)	54.00
HMRC (Employee PAYE)	376.40

Receipts:

Cemetery fees	725.00
Cemetery fees	150.00
Hire fees	300.00
Hire fees	30.00
Hire fees	30.00

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

(c) The transfer of Bell Meadow from TDC to the Parish Council was discussed. The Clerk confirmed the transfer had been approved by Cabinet. There would be two fees payable initially - £600 + VAT Estate fee, plus legal costs of £600 + VAT for internal solicitors to be appointed. The benefits of the transfer were discussed and the loss of the agency payment was noted. An initial offer of £100 was considered, however, it was felt a smaller offer of £1 would be appropriate.

RESOLVED: To progress with the transfer of Bell Meadow with an initial offer of £1, plus estate fees and legal costs of £1200+VAT. (Proposed Cllr North, seconded by Cllr Fallon).

(d) The proposal of installing a 25m zip wire in Bell Meadow was discussed. Cllr Fallon advised of the quotes obtained which had been previously circulated. Playdale had revised their quote for the safety surfacing. A small survey of potential users had been carried out by Cllr Bryant, all of which were keen for the zip wire to be added. The location of the zipwire was discussed, alongside the wooded area, or fenced off separately in the play area were considered. A full site survey would be completed prior to any decision being made. The construction of the zipwire was also taken into account. It was confirmed the funding for the project would be taken from the Section 106 monies recently received. Cllr Fallon recommended Playdale were approached to complete the initial site survey.

RESOLVED: To recommend Playdale are awarded the contract to install the zipwire subject to a site survey and further investigation. (Proposed: Cllr Bryant, Seconded: Cllr North)

(e) The increase in hire fees for the Pavilion were discussed. It was agreed a 10% increase would be appropriate under the current circumstances.

RESOLVED: To approve an increase of 10% to the current hire fees for the Bell Meadow and Pavilion. (Proposed: Cllr Bryant, Seconded: Cllr Fallon)

(f) The internal audit report was previously circulated and discussed. Cllr Bryant commented on the identification of individuals in the report which he felt was inappropriate and implied nepotism. The Clerk advised that the report was factual and the content included was following the audit meeting and not intended to be personal. Cllr Bryant confirmed he had contacted the legal advisor at KALC who encouraged the appointment of alternative auditors on a regular basis.

RESOLVED: It was agreed that this years audit was accepted and enquiries would be made by the Clerk to appoint a new auditor for the forthcoming year. (Proposed: Cllr Fallon Seconded: Cllr North)

(g) The budget update was circulated previously. It was noted the income from the Pavilion would be affected due to covid-19. The expenditure for street furniture was over budget due to the memorial benches and planters recently purchased. The income from the Pavilion would be included in the new budget.

RESOLVED: To accept the budget report prepared by the Clerk. (Proposed: Cllr Fallon Seconded: Cllr North)

62/20-21 PUBLIC QUESTION TIME

- It was confirmed the Bell Meadow had not been transferred previously due to the potential loss of £15,000 agency fee which had now been reduced by TDC to £3500.
- A public consultation was suggested regarding the installation of a zipwire. It was considered not to be necessary at the moment.
- It was queried when the next meeting of the Bell Meadow Pavilion Committee was being held. Members of the public had been invited to join the sub-committee. A meeting would be arranged in due course. It was noted that Gov.uk had produced guidance regarding the opening of community facilities.
- Residents and Councillors were thanked for their input regarding the temporary traveller's sites.
- Correspondence had been received from the Church Commission regarding Sarre Flagpole which would be passed to the Clerk for action.

The meeting was concluded by The Chairman at 9:07pm.