

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Operations Committee held on Tuesday 4th January 2022 at 7.00pm At the Minster Library & Neighbourhood Centre

Present; Cllrs. Day (Chairman), Quittenden, Crow-Brown, Owen, Jones, Torbett

Also present; Cllr. Mrs. Gimes (Ex-officio), Kyla Lamb (Clerk), Clare Wilsdon, (Clerk)

212. APOLOGIES

Cllr McCarthy.

213. MINUTES

Resolved that the Minutes of the meeting held on 4th October 2021 be approved and signed by the Chairman.

214. MEMBERS INTERESTS

No declarations of interest were made.

215. CAR PARKS AND TOILETS

Following the transfer of the High Street Car Park and toilets and Monkton Road car park to Minster Parish Council from Thanet District Council, members considered the following works required

High Street car-park

- Re-marking the car-park bays

RECOMMENDED; That full council accept the quotation of £580 provided for re-lining

- Tree works to include reduction of six trees, felling of one tree and limb removal on one tree.

RECOMMENDED: That full council accept the quotation of £2400 subject to TDC approval for works as trees are located in a Conservation area.

- Fence erection to separate car-park open space and land owned by Jonathon Cole

AGREED: To obtain a quotation for fencing.

- Consider a specification for the refurbishment of the public toilets to allow quotations to be sought

AGREED: Cllr Quittenden to prepare a specification for works required

- Consider an outside power point

AGREED: To arrange for an electrician to replace existing 32amp socket with 13 amp socket.

Monkton Road car-park

- Consider gate access in North fence line in currently in use by resident or neighbouring property

AGREED: Letter to be drafted to resident prohibiting further use of gate access into the car-park. If this action proves unsuccessful, then fencing to be erected.

- Consider renewal of signage for both car-parks to include parking times, off street parking places order, enforcement.

AGREED: To defer new signage until parking places order and enforcement are investigated and agreed.

- Consider installation of Electric Vehicle charging point

AGREED: To make an application to KCC's Local Electric Vehicle Charge-Point Scheme for funding for two EV points in Monkton Road car-park

216. TREE PLANTING WORKING PARTY

The Clerk has submitted applications for funding for hedgerows and trees. In addition, Cllr Abi Smith has contacted the Clerk and Cllr Day and a request has been made for 50 saplings.

Members considered the formation of a working party to arrange the tree-planting if the application for the funding is successful.

AGREED: Cllr Day to contact members of the proposed working party.

217. CEMETERY

The Clerk updated members that work is required on the Chapel windows.

AGREED: The Clerk is awaiting quotations for the necessary work.

218. ALL WEATHER PITCH REPLACEMENT MAT

The Clerk reported that CCTV camera investigation work has been carried out on the drainage at the pitch as it is suspected that it is not working effectively. A full report is to be provided. The replacement of the pitch surface may be deferred, pending remedial work that may be required on the drainage.

219. NEW PARISH OFFICE

Cllr Torbett reported that a pre-start meeting is to be held with the builders on Monday 10th January. The agreed build start date is 31st January 2022 and is estimated to be 20 weeks.

Cllr Day asked that consideration be given to the weight of paper and racking in the archive office area.

Cllr Torbett asked what financial limit could be set for any amendments during the build process. The Clerk responded that that this will be in line with our financial regulations.

Signed.

CHAIRMAN OPERATIONS COMMITTEE

Meeting closed at 8.05pm