

## **MINSTER PARISH COUNCIL**

**Minutes of the Meeting of the Council held at the Library & Neighbourhood Centre,**

**4a Monkton Road, Minster**

**on 3<sup>rd</sup> March 2020 at 7.00 pm**

Present: Councillors: Mrs. Gimes (Chairman), Day, Quittenden, Crow-Brown, Sharp, Burden, Owen.

Also present: Cllrs Roper and Hart (TDC), Cllr Hurst (KCC), Clare Wilsdon (Assistant Clerk to the Council), PCSO Adrian Butterworth, Community Warden Karl Aylett

### **299. APOLOGIES FOR ABSENCE**

Cllrs Jones and McCarthy, Cllr Pugh (TDC), Kyla Lamb (Clerk to the Council)

### **300. MINUTES**

Cllr Gimes summarised the Minutes of the meeting held on 4<sup>th</sup> February 2020.

**RESOLVED: That the Minutes of the meeting held on 4<sup>th</sup> February 2020 be approved and signed by the Chairman.**

### **301. MEMBERS' INTERESTS**

None declared.

### **302. POLICING AND COMMUNITY WARDEN REPORT**

PCSO Adrian Butterworth reported as follows;

- Crimes of Note; Attempted burglary in Greenhill Gardens.
- Anti-social behaviour 2 reports of telephone fraud – Persons pretending to be police officers and attempted to extort money from victims.  
Weather related calls.
- Items of good work; Working with Karl, Community Warden. Sharing information and occasionally conducting joint patrols.  
2 large fly-tips in Marsh Farm Road have been cleared and working with TDC to identify suspects using CCTV and some evidence found in the debris.
- Updates; Asbestos dumped on top road between Minster and Monkton has been cleared along with a further pile in Laundry Road  
Rubbish on Manston Airport fence line (Jentex end) has been reported.

Community Warden Karl Aylett reported as follows;

- Has now been in post for one month and dealt with road-rage incidents, trading standards visits, out of area homeless persons, Kent Fire & Rescue joint visits.
- Raising awareness of his availability with his increased presence in the community.
- Contact details have been published in Minster Matters.
- Time will be equally split between the villages of Minster & Monkton and Ramsgate.

### **303. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS**

Cllr Hurst reported as follows:

- KCC are working on their five-year plan to improve the lives of residents.
- Pot-holes are being repaired with a new, improved substance.
- Contractor responsible for repairing potholes has changed recently.

Cllr Roper reported as follows:

- Operation Brock has been stood down. £18.4M was spent.
- Decision has been made to take East Kent Housing back under the control of the Local Authority.
- Feasibility report on the Port of Ramsgate is being carried out and comments can be made on the TDC website.
- Parkway Station has been given the go ahead with a £2M contribution from TDC.
- 1600 fly-tipping incidents were recorded for the year 2015/2016, this increased significantly to 1994 incidents in 2017/2018.

Cllr Crow-Brown queried the level of funding committed to the Parkway by TDC despite their poor finances. Cllr Roper responded that these funds were earmarked some time ago.

Cllr Hart reported that he had spoken to Gavin Waite at TDC to request that all fly-tipping occurrences are recorded, including those that are made on private land.

### **304. CHAIRMANS ANNOUNCEMENT**

Cllr. Mrs Gimes reported as follows;

- NHS Information notices relating to Coronavirus have been placed on the parish notice boards.
- There are currently two vacancies for Parish Councillors. These vacancies can be filled by co-option and there is one expression of interest so far. An advert has been placed in Minster Matters to encourage people to apply.
- The next Parish Forum meeting is to be held in April. Any requests for agenda items are welcome.
- The Chairman's Chain of Office is progressing well but is not yet complete.
- There is a continued campaign to make public toilets exempt from business rates.

### **305. REPORT OF THE CLERK**

Nothing to report.

**306. DOCUMENTS AVAILABLE FOR INSPECTION**

None.

**307. VE 75 CELEBRATIONS**

The Chairman reported that preparation continues for the 'Picnic In the Park,' to be held on Friday 8<sup>th</sup> May 2020.

**308. SECTION 106 AGREEMENT**

Nothing to update.

**309. AGENCY PAYMENT RENEWAL AND TAKING OVER THE HIGH STREET AND MONKTON ROAD CAR PARKS AND PUBLIC TOILET**

Expected completion date is April 2020.

**310. DEVELOPMENT PROPOSALS FOR LAND WEST OF TOTHILL STREET OL/TH/18/1488**

The expiry date for this application was 31/01/2020. There are no further updates at this time.

**311. MINSTER SHOW**

Members considered a request for consent for the use of the Recreation Ground on Saturday 18<sup>th</sup> July 2020 for the Minster Show. The marquee will be erected on Friday 17<sup>th</sup> July and removed on Sunday 19<sup>th</sup> July with security attendance overnight. Use of the pavilion toilets for the disabled was also requested.

**RESOLVED:** that approval granted for the Minster Show to use the Recreation Ground as specified.

**312. OPEN GARDENS**

Members considered a request for consent for the use of the Recreation Ground for parking during the weekend of Open Gardens on Saturday 13<sup>th</sup> and Sunday 14<sup>th</sup> June 2020

**RESOLVED:** that approval be granted for Open Gardens to use the Recreation Ground as specified.

**313. FILMING AT CEMETERY**

The Chairman reported that a request had been received from a film production company to carry out some filming at Minster Cemetery during April. The filming will necessitate temporary closure of the Cemetery to the public for one morning. Any associated vehicles will be contained within the cemetery grounds. Filming will be limited to one area and any existing headstones will be obscured.

### **314. HIGHWAYS COMMITTEE**

Cllr Quittenden gave a summary of the Minutes of the meeting held on 14<sup>th</sup> January 2020.

**RESOLVED: That the Minutes of the meeting held on 14<sup>h</sup> January 2020 be received.**

Cllr Crow-Brown thanked Cllr Quittenden on behalf of the council for his continuing efforts on Highway matters.

### **315. PLANNING APPLICATIONS**

Cllr Crow Brown reported the following planning applications received and decisions since the last meeting-;

#### **Applications**

**FH/TH/20/0281 – McDonalds Restaurant & Drive through, Laundry Road-** Erection and display of 5 no internally illuminated menu boards and 1no internally illuminated display screen. NO OBJECTION

**FH/TH/20/0241 – 64 Monkton Road, Minster –** Erection of a single storey rear extension. NO OBJECTION

**FH/TH/20/0098 – Ashenmeade, Wayborough Hill, Minster –** Erection of a two storey and single storey front extension, first floor side extension with alterations to roof together with erection of a detached garage/workshop to front. NO OBJECTION

**FH/TH/20/0056 – Cherry Tree Cottage, Monkton Road, Minster –** Erection of a single storey detached one bedroomed annexe in front garden with associated parking following demolition of existing outbuilding. NO OBJECTION

#### **Decisions**

**20/0073 – 27 Greenhill Gardens –** Erection of single storey rear extension, insertion of window to north side elevation and alterations to solar panels in rear roof slope. – **GRANTED**

**19/1774 – Richborough Connection Project –** Application for details submitted pursuant to requirement 6 g Tree and Hedgerow Protection Strategy for stages 4 and 5 of the Development Consent Order 20-17 No 817 for high voltage electricity connection between Richborough and Canterbury – **GRANTED**

**19/1684 – 7 Southall Close Minster –** Erection of two storey side extension following demolition of existing conservatory, single story rear extension to existing outbuilding and associated alterations to roof to facilitate change of use to annexe and erection of covered walkway together with erection balcony to rear and side elevations including privacy screens and alterations to fenestration – **GRANTED**

**19/1497 – 4 Cornelis Drive, Minster –** Erection of first floor extension and side extension to existing detached garage to create ancillary residential accommodation. – **GRANTED**

**19/1490 – Manston Court Bungalows 5 Manston Road –** Reserved matters of outline permission OL/TH/17/1763 for the erection of up to 22 dwellings including access for the approval of appearance, landscaping, layout and scale. - **GRANTED**

**316. COMMITTEE REPRESENTATIVE REPORTS**

Members received reports from representatives of the following bodies:

TALC	Cllr Quittenden reported that a meeting is to be held on 12 <sup>th</sup> March 2020. Unfortunately, this takes place after the date by which agenda items for the Parish Forum are to be submitted.
Minster School	Nothing to report
Village Hall	Nothing to report.
Twinning Assn.	Cllr Burden reported that the quiz held at the RBL on 22 <sup>nd</sup> February 2020 was successful.  A coach trip to Hastings has been arranged for November.

**317. REPORT OF THE RFO**

**RESOLVED: That the Bank balance statement and received and noted, (b) the statement of Receipts and Payments for the month of February 2020 be approved.**

**318. QUESTIONS FROM THE PUBLIC**

Mr Harris enquired if there was any CCTV footage of the burglary at Attwells and also asked when the potholes in the car park at the Bowls club would be filled. The Chairman explained that work on the CCTV cameras two days prior to the burglary had resulted in them failing to record. This has been rectified and they record 24hrs per day. In relation to the potholes, the gas company have agreed to fill the potholes in return for the use of parish ground for storage of their equipment.

Jim Forrest of Cliffsend Parish Council asked about enforcement of yellow lines in the Parish. He is looking at highways issues in Cliffsend and would welcome a discussion about our experiences.

Mrs Tomkins commented that there is a high volume of traffic travelling from Monkton through to Minster. Many thought that this route was used to avoid the busy main road. Mr Watson asked how pro-active we are in keeping drainage clear. Cllr Day responded that in previous years, a Flood committee had been formed and this resulted in improvements being made. The drains are still monitored but there are limited funds for routine gully sucking. Problems are reported via the online reporting tool and KCC have been quick to respond to reports.

Mr Sharp added that there is new gully sucking equipment in operation albeit more manual than technical.

**5<sup>th</sup> May 2020**

**Time concluded: 8.02 p.m.**