

Cliffsend Parish Council

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Minutes of the Parish Council Meeting
Held on Thursday 17th September 2020 at 7.30pm via Zoom.

Present – Cllr Rogers (Chair), Cllr Ashley, Cllr Harrison, Cllr Mortimer, Cllr Forrest, Cllr Lyon, Alison Willoughby-Browne (Clerk), Natasha Pooley and 2 members of the public.

- 45/20-21 Welcome and apologies for absence** - DCllr Rogers and PCSO John Litchfield. Cllr Rogers advised that the proceedings were being video-recorded.
- 46/20-21 Declarations of interest and Co-option of new Councillor** - No declarations. After being interviewed, Natasha Pooley was recommended then accepted as a replacement to Mick Galvin. The Declaration of Acceptance of Office was read out; Cllr Pooley was welcomed and congratulated.
- 47/20-21 Adoption of the minutes of 28th July 2020 as being a true record** - 28th July minutes proposed by Cllr Harrison and seconded by Cllr Forrest, all in favour. Chairman to sign the minutes as a true record.
- 48/20-21 Matters arising from the above minutes** - Cllr Forrest had responded to the retrospective application from National Rail, via the Clerk. Southern Water reported that about 2.5km of pipe work has now been replaced, works to be completed in the new year.
- 49/20-21 Working Party & Councillor Reports** -
PCSO (via email) – PCSO Litchfield was pleased to have made contact with the Parish Council again. PCSO Litchfield also covers Nethercourt, Pegwell and Central Harbour, he has been covering Cliffsend for the past 7 years and will now be assisted by PCSO Duane Parsons. He has provided updated Police contact details and other information for residents. A discussion ensued regarding anti-social behaviour in the village. Cllr Pooley observed that this usually occurs later in the evening when PCSOs are not working and that Police cars do patrol each night between 2-3am. Cllr Harrison has seen Police patrolling during the day. Cllr Pooley and Cllr Ashley suggested that we should be specific with times, documenting what was reported and when. Cllr Mortimer advised that some incidents can be traced on Facebook and that the top end of village should be visited as well. TDC enforcement would be the contact for noise disturbance/nuisance and the Police should be contacted for criminal behaviour. **Clerk to contact PCSO and explain findings and ask if patrols could be carried out at more appropriate times.** Cllr Ashley proposed that a working group be set up to cater for young people as there is nothing for them to do in the village. Pent-up energy, frustrations and boredom could lead to anti-social behaviour, the working group could look at issues along these lines. Working group volunteers – Cllr Ashley, Cllr Pooley, Cllr Forrest and Cllr Lyon.

Meadow and Open Spaces – it was proposed by Cllr Lyon that the memorial trees are not to be maintained except for any health and safety issues. The bark chippings will not be renewed at the base of the trees. Seconded by Cllr Forrest, resolved.

Cllr Mortimer confirmed that the meadow and trees were checked on a regular basis and a report produced for the Parish Council meetings, therefore, any problems could be promptly detected and acted upon. Cllr Harrison investigated the possibility of St Augustine's Golf Club groundsmen cutting the meadow, unfortunately, they no longer have a tractor and number of staff has been reduced. Awaiting response from KCC.

Highways – Cllr Forrest had circulated a report and the KCC Highways Improvement Plan (HIP) response, which he described as disappointing as KCC have done virtually nothing to progress the plan. Cllr Forrest has contacted them for more information regarding the double-yellow lines and how a raised table can be installed on Foads Lane-Hill/Cliffsend Road. KCC raised questions regarding drainage – raised 3 months ago, still not done. The question of street lighting was also raised which ties in with whether Millwood Homes have to install them in Cliffsend Road. The safety audit has not been carried out yet - resurfacing of roads on development is required - once done, the safety audit will be carried out and Cllr Forrest will be present. KCC have said that WW Martin can't carry out the work with funding from the HIP but Cllr Forrest will pursue as it was not being funded, it was being done for free. ANPR cameras have now been fitted to the poles at railway crossing.

Chairman's statement – it has been suggested that Councillors are not approachable/available. We do have to be careful what information is available but a photo and brief biography for the website would be good. Cllr Harrison waiting for photos for ID badges. **Chairman to email a request to each Councillor.**

Cllr Rogers wrote to Stagecoach, responding to a resident's query, regarding the bus service through village, unfortunately, the response was baffling. There have been several complaints about mosquitoes. **Clerk to complain to Environmental Health that this year the level of mosquitoes has been particularly bad and for reassurance that inspections are carried out wherever mosquitoes can breed.** Clerk did contact in June regarding the problem.

An email had been received from the Ramblers Footpath Officer offering advice about the Cliffsend Public Footpaths and a short history of Cliffsend, to be updated and posted on website.

Cllr Rogers informed members that should anyone have concerns about procedural matters, these can be raised with the Clerk, in the first instance, the Chair or Vice-Chair.

50/20-21 Financial Matters -

Cllrs Lyon and Harrison had previously checked the following payments with supporting documents. The KALC invoice is subject to verification as to the attendees of a planning conference – February 2019 minutes stated that two people were interested, one had been reimbursed for the expense.

July Payments

Payee	Description	Invoice No	SO/BT	VAT	Excl VAT	Total
Cllr Rogers	Stationery	-	Transfer	0.66	3.34	4.00
Clerk	Stationery	-	Transfer	0.84	4.16	5.00
Cllr Forrest	Software	1589852007	Transfer	4.16	20.83	24.99
KALC	Conference 2019	899979810	Transfer	12.00	60.00	72.00
Total				17.66	88.33	105.99

Cllr Harrison proposed that the Council accept the payments, subject to verification, Cllr Mortimer seconded, carried unanimously.

Bank account statement comparison with bank reconciliation – distributed to all Councillors. Cllr Ashley checked this prior to the meeting and initialled both documents; the account balance is £42,099.47. Cllr Ashley proposed that this be accepted, Cllr Lyon seconded, all in favour.

Budget vs Actual was distributed before the meeting, Clerk explained that it is an audit requirement to be carried out at least quarterly. Cllr Forrest queried the presentation. In order to comply with our audit obligations and adequately review the complexities of financial data, it was felt that scrutiny should be delegated to the Finance Working Group, which will report to the full Council. Proposed by Cllr Ashley, Cllr Lyon seconded, all in favour. Cllr Ashley proposed that the Finance Group meet before every CPC meeting, Cllr Mortimer seconded, unanimously approved.

51/20-21 Planning Applications -

FH/TH/20/0912 and R/TPO/1 - already decided.

OL/TH/20/0564 Coastguard Cottages, Pegwell - **Clerk to email DCllrs.**

FH/TH/20/1066 3 Mount Green Ave (2 storey front and side extension) - no comments.

F/TH/20/0949 9 Oakland Court (agricultural land to residential garden) - a similar application was refused in March, letters regarding the application have been received by the owner of the property. Cllr Rogers had received a resident's concern that it may be a change of land in order to build, legal documents state that land cannot be built on.

F/TH/20/1145 Sportsman Inn - Cllr Harrison expressed disappointment with the design. Cllr Forrest explained that less than a metre has been taken off the height which was the main issue with the last appeal. Cllr Harrison would like the application called-in via the DCllrs. **Cllr Ashley suggested that as a Council, we should put in an objection against the height and the lack of appeal of the development**, expiry date is 9th October. Cllr Harrison mooted that she may be interested in being the planning representative.

52/20-21 Current Topics -

Review of Standing Orders – Cllr Rogers had overhauled the Standing Orders and distributed for examining before the meeting – proposed that the Council adopt the Standing Orders by Cllr Forrest and seconded by Cllr Lyon, motion carried. To be reviewed next year.

Ongoing review of Council procedures – now complete for this year - The Communications Policy (incorporating the Press and Media and Social Media Policies) was circulated before the meeting, it was proposed for acceptance by Cllr Forrest and seconded by Cllr Mortimer, all in favour.

Update on Orbit housing – complaints from residents relating to the extraordinary planning meeting on 5th August; where a DCllr made disparaging comments regarding residents of Cliffsend. Cllr Rogers lodged a formal complaint for bringing TDC into disrepute. The Monitoring Officer has advised that the complaint will not be pursued. It was noted that at a subsequent meeting the DCllr didn't comment.

Meadow matters – Southern Water bench still waiting to be moved, may have to think again if no response from Hospice. **Cllr Ashley to pursue.**

After receiving the correspondence from Brachers, Cllr Rogers wrote to Mr Chapman to see if he will meet with Councillors to discuss his aspirations for the meadow and to see if we can move forward with the matter; still awaiting a response. Mr Chapman has complained about groups of youngsters making a noise and litter being tossed over the hedge, he has requested that we move the Jubilee bench. Cllr Harrison wondered why there is a problem now, she suggested a litter bin next to the bench, the position was selected to give good views and for the sun's position. Cllr Rogers asked whether Mr Chapman was consulted when the bench was put in, Cllr Harrison said he had no objections but Cllr Lyon said that he was not happy with the installation. **Cllr Rogers to pursue.**

TDC funding – Cllr Forrest expressed the need for the Council to question whether there is any reallocation of £750k S106 monies agreed from the four developments. There is an allocation of £15k for youth facilities for the village and we should establish our interest in getting that money.

As a Council we need to find out what TDC are planning to do with new homes bonus payments; £1million on top of \$106 money received for Bakers Field, based on council tax values, with each development including Canterbury Road West it could be as much as £3.5-4million in total. We should challenge TDC now as it is based on houses being built in Cliffsend, what are they going to do for Cliffsend? Head of planning has shown contempt by ignoring questions posed by DCllrs and Cllr Forrest regarding details of new homes bonus payments and where they have been allocated, Thanet Parkway? Cllr Ashley suggested that as a **Parish Council we should be putting in an official question**, if we get no response we go to our local MP and ask why we are being ignored. Cllr Forrest will write to our MP to ask what the Government believes new homes bonus payments should be used for.

IONOS domain name – cliffsendpc.org - would cost £16 a year for the domain name and 10 email addresses. In order to pay by Direct Debit, IONOS seem to presume that the account holder has an exclusive right to initiate payments from its bank, which is not the case. **Clerk to investigate.**

Thanet Parkway – Cllr Forrest asked whether we should re-engage on parking permits as there will be a temptation to use residential parking spots. Cllr Mortimer advised that parking permits in Margate cost £65. No resident should have to pay to park outside their own property. **Cllr Forrest to find out whether TDC or KCC make the decision on whether permits should be purchased.**

The Chairman proposed that the meeting be extended by 15mins, seconded by Cllr Mortimer.

53/20-21 Clerk's Reports - audit complete; Certificate of Exemption accepted by PKF Littlejohn and Period of Inspection finished. KALC questioned why the membership was not renewed – as we are quite a way through the year, not financially viable. KALC are happy to attend a future meeting to explain the benefits of being a member. The procedure of redacting wet signatures on online documents was discussed. Clerk investigated the Multipay card from Unity Bank - £50 set up fee and £3 a month, 12 months account information, deemed unnecessary at this time. Contact was established with Brachers Solicitors and we received a zip file of over 70 documents of correspondence, which will enable us to move on with meadow issues. Contact has been established with our PCSO. The Clerk contacted Councillors in August to remind them to check that information held on their Declarations of Pecuniary Interest were up to date.

54/20-21 Correspondence Received -

- The condition of 2 Old Hall Drive.
- The poor condition of Canterbury Road West, speeding, and objections to a planning application. Missed litter bin collections on Sandwich Road.
- During the Period of Public Inspection – Expenditure over £100 and Fixed Assets.
- CPC involvement in Orbit planning meeting, mission statements and Parish Council strategies, how many houses in Cliffsend now and 20 years ago?
- TDC – Cllr resignation/Government energy incentives/Local Plan review/mosquitoes.
- Cliffsend Village Hall Committee – Cllr Ashley's précis.
- Parish Council vacancy.

A further extension of 15mins was proposed by the Chairman and seconded by Cllr Mortimer.

- Ramsgate Town Council regarding Manston Airport/deleted unread emails to TDC.
- ACRE membership.
- Planning Application Committee - Thanet Parkway.
- Earlsmead Crescent.
- Emergency shed.

55/20-21 Public Questions - None

The meeting finished at 10.00pm.
Date of next meeting – TBA