



MANSTON PARISH COUNCIL

Chairman: Cllr Paul Bell

Clerk: Mrs Elizabeth Carr

Email: clerk@manstonparishcouncil.gov.uk

Minutes of the Meeting of the Full Council held. on 9th February 2026 at 7.15pm, Manston Village Hall, Manston.

Present: Parish Councillors: Paul Bell (Chairman), Ian Amato, Roy Matthews, Stuart McRae, Henry Robinson, Graham Elliott & Guy Wilson.

In Attendance: Gary Groombridge (Community Warden) and Cllr Abi Smith and 10 members of public.

108/25-26. APOLOGIES FOR ABSENCE

Cllrs Luke Evans and Cllr Peter Evans.

109/25-26. DECLARATIONS OF INTEREST

The declaration form was circulated to those present. There were no declarations of interest.

110/25-26. MINUTES

The minutes of the meeting held on Monday 12th January had been circulated.

RESOLVED: The minutes were proposed by Cllr Robinson and seconded Cllr Bell as a true record of the meeting.

111/25-26 CHAIRMAN'S REPORT

The chairman raised the subject of resilience against flooding. In 1973 there were significant floods around the village, in particular Valley road and across Manston Court Road which resulted in the death of a resident. Cllr Bell expressed an interest in understanding what infrastructure improvements have since been implemented. Cllr Abi Smith noted that flooding in surrounding areas may lead to displaced residents seeking refuge locally. It was further observed that excessive development contributes to increased drainage pressures. Cllr Bell will review the Manston Parish Council Resilience Plan in light of these issues.

112/25-26 CLERK'S REPORT

- 1) **Parish Forum** – the date of the next Parish Forum was Tuesday 17th February at 2pm at the TDC offices in Cecil Square, Margate. Cllr Bell confirmed that he would attend.
- 2) **New defibrillator** - The new defibrillator would be installed at the Jolly Farmer on Wednesday 11th February.
- 3) **Parish Council Savings Account** – A 32 Day Notice Account has been opened with an opening balance of £20,000.
- 4) **Prioritisation of work** – The annual park inspection report has been received but has not yet been reviewed alongside the quotation from Wicksteed for the replacement of most of the play equipment. The estimated cost of the proposed works is approximately £120,000. It was noted that several funding providers could be approached; however, applications may need to be deferred until after the annual audit and the completion of work required to ensure data compliance (see Minute 117).

113/25-26. FINANCE MATTERS AND AUTHORISATION OF PAYMENTS

- a) **Authorisation of Payments:** To approve the monthly payments list, 2 Cllrs to sign the to confirm bank transfers online with Unity Bank. **RESOLVED: All unanimously agreed the payments.**
- b) **Bank Reconciliation:** Bank reconciliations were confirmed by all.
- c) **A 32-day savings account.** It was confirmed that a new savings account had been opened with a balance transfer of £20,000 from the Unity Current Account.
- d) **Asset Transfer** TDC have confirmed receipt of our request to transfer the memorial garden to Manston Parish Council.

114/25-26 PLANNING.

Applications:

R/TH/25/1297

PROPOSAL: Application for the reserved matters of outline application OL/TH/18/0261 for the erection of 2 commercial units.

LOCATION: Land On South Side Of Manston Court Road And West Side Of, Haine Road, Ramsgate, Kent

R/TH/25/1298

PROPOSAL: Application for the reserved matters of outline application OL/TH/18/0261 for the erection of 4 commercial units.

LOCATION: Land On South Side Of Manston Court Road And West Side Of, Haine Road, Ramsgate, Kent

Cllr Wilson and Elliott confirmed that applications **R/TH/25/1297 & R/TH/25/1298** formed part of the Westwood 1 development which comprised of 900 homes which had been approved.

There were no objections.

F/TH/25/1367

PROPOSAL: Temporary change of use from airport (Sui Generis) to a weekly market (Use Class E) for five years.

LOCATION: Manston Airport, Manston Road, East, Ramsgate

There was a discussion regarding how this application may affect the reopening of the airport. It was assumed that there would be a break clause if the airport reopens with 5 years.

There were no objections.

F/TH/25/0941 – planning application amended and resubmitted.

PROPOSAL: Change of use of land from agricultural to commercial storage ancillary to Unit 1, together with retention of 2no. storage containers and toilet block, retention of existing boundary treatments and replacement of gate with fencing to western boundary (part-retrospective)

LOCATION: Vincent Yard, Vincent Road, Margate, Kent

Mrs Mary Ryan had submitted an objection to TDC, this was circulated to Cllrs on 5th February. Cllrs Smith, Wilson, and Elliot had visited the site and agreed to raise an objection.

Objection submitted 9th February 2026.

F/TH/25/1093 - PROPOSAL: Retention of existing dwelling, erection of porch and 2no. single storey side extensions following demolition of existing garage canopy, together with alterations to fenestration, landscaping, and parking (part retrospective)

LOCATION: Portland, Flete Road, Margate

The Parish Council had submitted comments regarding visibility at the junction.

There were no new objections.

KCC/TH/0014/2026 - PROPOSAL: Permanent installation of 9 no. portable cabin units for offices and ancillary use. 4 no. cabins have temporary consent under planning permission TH/23/986; 5 no. cabins are additional units without existing consents.

LOCATION: Manston Road Depot, Half Mile Ride, Manston, Kent, CT9 4LX

There were no objections.

Decided Applications

FH/TH/25/1015, 40 High Street, Manston

PROPOSAL: Erection of first floor side extension, part single storey, part two storey rear extension, and part single storey, part two storey front extension, together with roof alterations including erection of 1no. dormer window to rear, following demolition of existing garage, porch, and conservatory

Permission refused

115/25-26. HIGHWAYS

The Clerk had submitted several reports of damage to signage and bollards to KCC via the Highways Reporting Tool.

- Damaged bollards at the chicane as you enter the village from the Haine Road end.
Date reported: 17th December, Ref: 917902, and reported again on 2nd February, Ref, 934561.
- Damaged crossroads warning sign on B2050. Date Reported 2nd February, Ref: 934571.
- Damaged pedestrian warning sign on B2050. Date Reported 2nd February, Ref: 934574
- Damaged blue cycle way sign at memorial junction. Date Reported 2nd February, Ref: 934581
The clerk invited the Chairman to a HIP Preview on 20th February.

The issues were also raised in an email to KCC Highways who agreed to have early discussion regarding our Highways Improvement Plan which is due to be updated in March 2026. A provisional was scheduled for Friday 20th February, Cllr Bell confirmed that he would attend.

116/25-26. MANSTON PARK

a) Quote to replace damaged grass at goal mouths

The Council considered a quotation for repairs to the damaged grass at the goal mouths. A quote had been received from the contractor, Hughes, and Son, to supply and level approximately 4 tonnes of topsoil and to reseed the affected areas at a cost of £1,020.

RESOLVED: That the Council approve and fund the repairs to the goal mouths. **Proposed by Cllr Matthews and seconded by Cllr Robinson.**

b) Park Barrier

It was noted that incidents of anti-social behaviour had re-emerged in the park, due to the barrier not functioning correctly. Cllr Bell confirmed that he would check the barrier to ensure it is set to the correct operating position and assess the battery levels. Westgate Security had offered to conduct a maintenance check at a cost of £120; however, the Council agreed to defer this for six months, given the intermittent use of the barrier.

c) An email had been received from the Leys Management Company regarding inaccessible parking spaces at The Leys. The Council confirmed that moving the boundary fence would not be an option so removing the trees and the root systems would be required. It was

noted that significant groundworks would be required to replace tarmac. It was agreed that the Chairman and Clerk would meet with Paul Hughes to discuss the removal of the trees.

d) **Cllrs received the Monthly park check for January 2026**

The main issues remain the same and these will be addressed by the wider park renovation project in due course. Arrangements were being made to repair the damaged goal mouths.

e) **Expression of Interest – Grass Cutting at Manston Park**

Councillors noted that an expression of interest had been received from a local contractor regarding grass-cutting services at Manston Park. The current contractor has provided outline costs for 2026/27, which have been used to inform the budget planning process. The Clerk has contacted the local contractor to confirm whether they have the capacity to undertake the wider requirements, including tree work, hedge maintenance, and general grounds maintenance.

117/25-26. DATA PROTECTION

The Clerk had attended three Data Protection training sessions provided by KALC. Copies of all training materials are available on the Manston Parish Council website. In addition, the Clerk distributed a summary document to all councillors outlining the key requirements and actions needed. Cllrs were all provided with a handout outlining the key elements of data protection that they must consider and understand.

As part of our Annual Governance Audit Review (AGAR) you will be asked as a council to confirm data compliance.

What is AGAR Assertion 10

- It's a key part of the Annual Governance Statement within the [Annual Governance and Accountability Return](#) (AGAR) for smaller local authorities in England.
- It requires the authority to confirm it has taken steps to manage risks and comply with digital/data standards, ensuring transparency and modern governance.

Key Actions for a "Yes" Answer (Based on 2025 Guidance)

- **Professional Email:** Use a generic, authority-owned email address (e.g., clerk@yourparish.gov.uk) for official communication, not personal accounts (like Gmail/Outlook).
- **Accessible Website:** Ensure the authority's website meets the Web Content Accessibility Guidelines (WCAG 2.2 AA) and other relevant regulations.
- **Data Protection:** Have proper arrangements for data protection and initiative-taking practices.

Several actions are required before we can declare compliance.

- Cllrs to delete old information that is no longer required (files and emails)
- Clerk to undertake a data mapping exercise (this is significant task)
- Council to consider data storage, either MS Office Professional and SharePoint or use a Managed Service Provider such as [Cloudy IT](#) recommended by NALC and SLCC.
- Clerk to confirm relevant policies.
 - Privacy Notice – Yes, on every page of our website
 - IT Policy (yes)
 - Data Protection Policy (currently part of our IT Policy)

- Data Retention Policy (no)
- Data Protection Impact Assessment (no)
- Data Sharing Policy (no)
- Data Breach Policy (no)

118/25-26. INDIVIDUAL REPORTS TO NOTE

Cllr Luke Evans (KCC). Cllr Luke Evans was unable to attend but provided the following summary.

Kent County Council Budget Update

Kent County Council has outlined the financial position it inherited in May 2025, including high levels of debt and significant pressures within Adult Social Care. The new administration reports that it has implemented a range of measures to stabilise the council's finances. These include efficiency savings, reductions in overall debt, strengthened contract management processes, and plans to increase financial reserves. The council has also proposed a 3.99% council tax rise, which it states is likely to be among the lowest nationally.

Sea Link Project

Kent County Council has clarified that the Sea Link project was initiated and approved prior to the current administration taking office. Since then, council officers have continued to conduct the procedural work required by national planning regulations. The current administration has stated that it does not support the project in its present form and intends to publish a formal statement outlining its position and an alternative proposal for the route.

A previous statement on this matter, shared on social media, was later removed by page administrators, which has led to some concern about public understanding of the council's response.

Cllr Peter Evans (KCC) provided the following updates.

1. Essential repairs to Walpole Bay tidal pool are ongoing as the cracks are deeper than expected.
2. Last week the plans were unveiled concerning the Theatre Royal in Margate. This is going to have substantial renovations.
3. There is a public engagement concerning air quality in Thanet.
4. Jack Bakers is to have an online survey and a series of planned events to see what residents want.
5. TDC budget consultation goes public this week with its proposals.
6. The second phase of the proposals for Margate Town Council and the results of last year's consultation to be announced soon.
7. Polly Billington MP for East Thanet is proposing Thanet to be a City of Culture in 2029.
8. Tree planting will be taking place at Nethercourt on 19th 10am-12pm and Holmes Park Broadstairs on 27th Feb 10am-12pm
9. Public engagement on Winter Gardens proposals on Tue 10th between 4pm-7pm at the Digital Campus in Margate High Street.
10. Vote on City of Sanctuary status for Thanet for refugees and the Homeless to be discussed and voted on at TDC meeting this week. Reform members will oppose this as we believe we already have enough of our own residents who already need help and are either on the Council waiting list or have inadequate housing.

Cllr Abi Smith (TDC) provided the following update.

Cllr Smit had attended hearings about the National Grid Sealink Project, focussed on the huge proposed concrete platform, noting concerns about plans to deposit approximately 40,000 lorry loads of aggregate onto the marsh. Despite four days of technical hearings, there was no opportunity for public representation, and she expressed disappointment that KCC did not participate, unlike Suffolk County Council and several parish councils involved in the Sealink project. She raised concerns that Thanet may now receive fewer concessions as a result.

A wildlife film showcasing the marsh, created by a young cinematographer and due to premiere at the Natural History Museum, will be screened locally in Minster.

Abi also spoke against a proposed battery storage facility, though the application was approved. She highlighted several local updates: upcoming public events at the Winter Gardens and Theatre Royal; a £535k grant awarded to Pie Factory Music; the sale of the Sara Thorne Theatre to its current tenant, securing its community use; and the closure of the Lido. She noted ongoing consultations on the "Your Voice Thanet" website, including TDC's proposed 2026/27 budget and discussions around a Margate Town Council and Jackey Bakers.

She reported calling in a planning matter concerning a wood pile off the A299. She also noted the upcoming Thanet Voluntary Community Sector Forum on 17 February in Broadstairs and the permanent closure of the Dreamland roller coaster.

Community Warden, Gary Groombridge Gary noted that it had been difficult to encourage engagement with Manston residents. A recent drop-in session had not been well attended despite publicity. Gary has lots of ideas for supporting villagers with well being initiatives and fraud advice. The council suggested Gary provide a brief presentation at the May Annual Parish meeting to provide information about what support is being provided in other villages and what we could do in Manston.

Kent Police, PC Andy Howe. PC Howe was unable to attend but provided the following update. A couple of high-profile incidents dealt with in the Villages was the Burglary other than Dwelling that occurred on the Manston Industrial Estate. This involved the entering of a business and theft of firearms. Within 24 hours two suspects were in Police custody. The incident took place on Saturday 24th January between 6pm and 10pm. The police and keen to see any door camera footage. The second good news update is that a male suspected of the theft from motor vehicles in the villages over early January is now in custody thanks to some good feedback from residents (ring doorbells) and some good policing enquiries. Please keep an eye out for current online frauds, if you sign up for My Community Voice via the Kent Police Web Site, we can email you updates of the types of frauds.

119/25-26. PUBLIC QUESTIONS/ITEMS FOR THE NEXT AGENDA

The following items were put forward by members of the public:

Overgrown hedges in Valley Road had been reported to KCC by a resident.

The bridle way from Valley road to Nash road is blocked, this would be investigated.

A resident had been litter picking in Spratling Street, the council expressed thanks but noted litter picking should really be put into TDC waste bags and placed near bins for collection.

120/25-26. DATE OF NEXT MEETING

Monday 9th March 2026, 7.15pm.

The meeting closed at 8.55pm