

Cliffsend Parish Council

Interim Clerk to the Council: Roy Wade, Apartment 3, 35 Sea Road, Westgate on Sea, Kent
CT8 8QG

MINUTES

ANNUAL GENERAL COUNCIL MEETING

THURSDAY 10TH MAY 2018

commencing at 7.30 pm

Present: Councillors Blaydes, Francis-Cable, Mrs Hovenden and Mrs Lyon

Also Present: Mrs I Osborne, acting Clerk and five residents – a sixth person joined the group later in the meeting.

1. ELECTION OF A CHAIRMAN

The acting Clerk organised a paper ballot for the post of Chairman.

Three members named Cllr Blaydes and there was one abstention.

Cllr Blaydes accepted and took the Chair.

2. ELECTION OF A VICE-CHAIRMAN

The acting Clerk organised a paper ballot for the post of Vice - Chairman.

Three members named Cllr Hellyer and there was one abstention.

3. WELCOME AND APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Hellyer and Ms Searle

The good wishes of the Committee were extended to both Councillors

The Chairman welcomed the village residents.

4. DECLARATIONS OF INTEREST

No declarations were disclosed.

5. MINUTES

The Minutes of the meeting held on 12th April 2018 were approved and signed by the Chairman.

6. MATTERS ARISING FROM THE MINUTES

The post of Clerk - the Chairman reported that an advertisement is in the process of being placed with the Society of Clerks Local Publication and he had also been making local enquiries.

Regrettably, there was, to date, no success to report.

7. REPORTS

(i) Finance & General Purposes Committee

The minutes of the earlier meeting, which included a report of items considered by the Planning Committee, were discussed and approved as a way forward.

(ii) County and District Councillors

Regrettably no Councillors had been able to attend.

(iii) Community Warden/PCSO

Regrettably they had been unable to attend, although a report had been received of 30 homeless people sleeping near the Hovercraft port and members of the traveller population moving on to the cycleway near the Minster roundabout.

(iv) Councillors Reports

Cllr Hovenden reported that she had viewed a development site in Ramsgate by the same Company who are proposing to develop the Sportsman Public House site and had been impressed with the general finish and site layout.

She also reported that the litter collected on the cycle paths had been collected by TDC, that cannabis had been found to be being grown on the boundary of the village, and that someone had been found to be sleeping rough in the village. She considered that the latter item was acceptable, but fellow Councillors disagreed as the incident concerned was close to the area where children play.

Cllr Lyon reported that she was waiting to hear from the Dog Warden about the complaints that had been received about dog waste and barking. She hoped that an additional dog waste bin can be located near the car park. She also reported that, together with Cllr Searle, new signage had been put up in The Meadow to mark the Memorial Trees.

There were no reports from Cllrs Blaydes and Francis-Cable.

8. Public Questions - from 7.45pm.

- (i) The parking of vehicles displaying advertising on Airport Boundary. Is there a way this can be stopped – is it legal? The Clerk to investigate.
- (ii) Litter at the west end of Canterbury Road West - near the traffic lights. This is the responsibility of KCC.
- (iii) The wooden gate at the West End – a new sign is still awaited.
- (iv) Foads Hill – 4 street lights need to be updated. The road will need to be closed whilst this work is carried out.
- (v) Foads Hill – unmade layby – holes 6 inches deep – the whole area needs filling – is this KCC responsibility?
- (vi) Tree resting on power lines – Open Reach need to be contacted.
- (vii) The Church sign needs to be repainted.
- (viii) Cliffsend Road accident – the damaged road signs need replacing.
- (ix) Cracked wall on property in Cliffsend Road. The owner could be approached by the complainant.

- (x) Car park in Sandwich Road – the land behind the bus shelter – not an official car park. The weeds need attention. Perhaps residents could help in clearing the area.

The Park Runs that are arranged are causing parking problems in and around the village. Cllr Francis-Cable would contact the organisers to request that participants are asked to park sensibly.

The public questions item closed at 8.06pm

9. FINANCIAL MATTERS

Resolved: That the following payments be approved for payment:

Chq 805	Chris Barton	Siting Grit Bins	54.00
Chq 806	Heartsafe	Defibrillator	409.60 VAT 2048.00
Chq 807	Roy Wade	Salary	388.00
Chq 808	KALC	Annual Subscription	610.01

Chq 807 – there was an error in the calculation but as the cheque had already been drawn a reduction of £4 would be made against the next invoice from Mr Wade.

In response to a query it was stated that the defibrillator would be provided once the invoice is paid.

10. CURRENT TOPICS

- (I) The Grounds Maintenance Officer, Mr Barton, would arrange to fill the grit bins as soon as the grit is received. Tony Gander had located two large bags of salt and these would also be used. Tony would also arrange the refilling of the bins as and when this was necessary. The bins would be locked once they are filled and would remain locked until it was deemed necessary to unlock when the weather deteriorates.

- (II) GDPR Update – the Chairman reported that the Government had tabled an amendment to its Data Protection Bill to exempt all Parish and Town Councils from the requirement to appoint a Data Protection Officer (DPO). If voted through, the appointment of a DPO would be discretionary and may be regarded as good practice.

The Chairman went on to remind members of the need to comply with the GDPR regulations that are coming in to force on 28th May -email security etc. In this connection Cllr Hovenden stated her instructions that nothing be sent to her other than hard copy.

- (iii) Traffic Monitoring – Cllr Francis-Cable reported that it was expected that the

monitoring would be carried out in early June. It was hoped that this would not clash with when the schools are on half-term as the volume of traffic would be less. There was no further report on the Foads Lane/ Cliffsend Road Junction Change.

(iv) Meadow Lease Update

The Chairman had finally received a reply from TDC regarding the Meadow Maintenance Section 106 monies. This read as follows:-

"The request to release Section 106 funds from the recreation land management sum associated with the Planning Application for Chapman Fields. We have been trying to ascertain the date upon which the Council are obligated by the Legal Agreement to pay back unspent funds to the developer to ensure that we can release the money requested. From our records, we are able to release funds for any money spent up to 25th October 2017, which is ten years after the last dwelling approved in the development was occupied. From looking at your request, one invoice was received by Cliffsend Parish Council after this date from Commercial Services (dated 13/12/2017).

We are able to pay for the works carried out up until 25th October 2017, which amounts to approximately 4 months worth of the half yearly cost on the invoice (stated as £885.36 excluding vat) This would roughly equate to £590.24 which means the total sum payable is £4466.89. This amount will be paid to you within a week of the email.

Due to the Council's covenants within the legal agreement detailed above, this will be the final payment for the Recreation Maintenance contribution."

The Chairman had consulted the Council's solicitor and having discussed the Parish Councils options at length, it was **RESOLVED: to send the following communication:**

"The Cliffsend Parish Council is not prepared to accept the change of the Meadow lease agreement to move it outside the 1951 Act.

Therefore we terminate with immediate effect the negotiations with the Landowner regarding the Chapman Meadow Lease agreement, the current Meadow Lease agreement will remain in force for the remainder of its 125 year term.

Cliffsend Parish Council had no choice but to take this position because of the unwillingness of the Landowner to agree to the revised Lease remaining within the 1951 Act (as covered by current agreement)."

(v) CPC Post Box - this has been installed on the front of the Village Hall and the CPC website now shows that this is the address to be used.

Cllr Hovenden was assured that the approval and cost of this item had been minuted.

(vi) Beacon for November 2018

It was agreed that action should be taken immediately before it was left too late for the necessary approvals and bookings made. It was therefore **RESOLVED: that the Beacon be sited on the Recreation Field and the Clerk write to TDC to obtain the necessary permission.**

(vii) Village in Bloom and the Summer Event

Cllr Francis-Cable had recruited some helpers to assist with creating flower beds in various locations throughout the village - a kiddies garden would also be included in their plans. His plans for the summer event were still under discussion but he hoped to report further at the next meeting.

11. Interim Clerk's Report

No matter had arisen since the despatch of the agenda.

12. Correspondence Received

No correspondence had been received by the Interim Clerk since the despatch of the agenda.

13. Any Other Business

The Chairman had received a letter from Ms L Tavener-Jones, the Hon. Secretary of the Cliffsend Village Shop Association Ltd.

At this point Cllr Hovenden signed the Declaration of Interest Register.

The letter advised that following the closure of the shop in 2017 all legal aspects have been taken care of. There is now the sum of £ 7000.00 in the shop account. Upon dissolution, the Shop Association's Constitution allows this to be distributed for the benefit of Cliffsend.

The Shop Association Committee would like to donate the full amount to Cliffsend Parish Council, on the understanding that this be used to purchase and site benches to be placed at suitable locations within the village.

Council was very pleased to receive this offer and it was agreed that any amount left over from the purchase of benches would be spent exclusively on the upkeep and maintenance of the benches.

The Clerk to write to Ms Tavener-Jones to express the Council's gratitude on behalf of the village.

Time concluded: 8.57pm.