

# MINSTER PARISH COUNCIL



The Parish Office  
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Clerk to the Council: Ms. Kyla Lamb - MAAT

27<sup>th</sup> October 2022

## MINSTER PARISH COUNCIL

1ST NOVEMBER 2022

Sir or Madam,

You are hereby summoned to attend a meeting of the Council of Minster which will be held at Minster Library and Neighbourhood Centre on Tuesday 1<sup>st</sup> November 2022 at 7 p.m. for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

***NOTE: Residents and members of the public are cordially invited to attend the meeting of the Council.***

## AGENDA

1. **APOLOGIES FOR ABSENCE**

To receive apologies for absence, if any.

2. **MINUTES**

To approve the minutes of the meeting held on 4<sup>th</sup> October 2022 (**Appendix A**).

3. **MEMBERS' INTERESTS**

To register any new interests, or deregistration, by Members.

4. **POLICING & COMMUNITY WARDEN REPORT**

To report on any other matters as appropriate.

5. **COUNTY COUNCILLOR & DISTRICT COUNCILLOR'S REPORT**

To receive reports from County and District Councillor's as appropriate.

6. **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman to report as appropriate.

7. **REPORT OF THE CLERK**

The Clerk to report upon any matters that may have arisen since the dispatch of the agenda.

8. **DOCUMENTS AVAILABLE FOR INSPECTION**

Plans regarding Land West of Tothill Street.

9. **SECTION 106 AGREEMENT**

The Clerk will update members with any information.

10. **PARISH COUNCILLOR VACANCY**

Due to the resignation of Cllrs Paul Torbett and Roy Burden two vacancies have arisen on Minster Parish Council. The required notice of vacancies from Thanet District Council have been advertised on the noticeboard. Should they have no response to this by 26<sup>th</sup> October 2022 for Cllr Torbett's vacancy and 9<sup>th</sup> November 2022 for Cllr Burden's the vacancies can be filled by co-option.

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

The Chairman will update members on any further information received regarding the above application since the last meeting.

12. **NEW PARISH OFFICE BUILDING**

Following Cllr Torbett's resignation, the Clerk has had a meeting with Neil Harrop of Stour Valley Construction to discuss the final costs for the Parish Office. There are several variations that had not been accounted for in the final account submitted to Members previously. The Variations are as follows: additional electric and cabling work for IT equipment and extra sockets and an upgrade to a larger communications cabinet £1350, painting of the groundsmans store £500, due to the kitchen being moved downstairs and extra units fitted £495.25. Total variation costs £2345.25. Members are asked to approve the additional payment which is still less than the original budget total.

13. **PAVILION ACOUSTIC PANELS**

Members are asked to consider a quotation for acoustics panels to enable Council meetings to now take place in the Sports Pavilion. The Clerk will report further at the meeting.

14. **ANTI-SOCIAL BEHAVIOUR**

The Chairman will update members on a recent ASB in the village since the last meeting.

15. **REQUEST FROM ARCHIES FISH AND CHIP SHOP TO CONSIDER ADDITIONAL CCTV**

The Clerk has received a request from Archies Fish and Chip shop to consider adding more CCTV in the High Street. Members views are sought.

16. **WINTER HARDSHIP FUND**

The Chairman will update members on discussions with other groups in the village on how to provide support for the community this winter with the cost of living continuing to increase.

17. **PLAY AREA RESURFACING**

Following our staff's attendance on a recent playground inspection course and an incident on one of our climbing frames. Members are asked to consider installing a new play area surfacing to both of the climbing frames with a bound rubber mulch surface as they both have a critical fall height over 1.8m. The Clerk will update members further at the meeting.

18. **MINSTER BOWLS CLUB REQUEST TO PROVIDE ADVERTISING BANERS/BOARDS ON THE INWARD FACING FENCE AT THE BOWLS CLUB**

Members are asked to consider this request as the Bowls Club is owned by the Parish Council and leased to the Bowls Club. An email will be sent separately explaining more about the request.

19. **MINSTER SCHOOL COUNCIL DONATION**

Members are asked to consider a donation of £100 to the School Council from the Clarkes Educational fund held in reserves.

20. **KALC AGM 19<sup>TH</sup> NOVEMBER 2022**

The KALC AGM is being held on Saturday 19<sup>th</sup> November 2022 at Ditton Community Centre, Ditton. The Clerk is requesting whether any Member wishes to attend. (2 Representatives may attend).

21. **PLANNING APPLICATIONS**

To receive an update on planning comments made to Thanet District Council and decisions made by Thanet District Council since the last meeting.

22. **COMMITTEE REPRESENTATIVE REPORTS**

To receive reports, if appropriate, from representatives of the following bodies:

TALC                                      Cllrs. Crow-Brown & Quittenden

Minster School                      Cllr. Colin Mills

Twinning Assn.

23. **REPORT OF THE RFO**

(a) Bank balance statement

(b) Statement of Receipts and Payments for October 2022 (**circulated by email prior to the meeting**)

**24. QUESTIONS FROM THE PUBLIC**

Up to 15 minutes will be allowed for members of the public to ask questions or comment on parish matters.

**Mrs. Kyla Lamb  
Clerk to the Council**

**27<sup>th</sup> October 2022**