



St Nicholas-at-Wade & Sarre Parish Council



Draft minutes of the Parish Council meeting held at the Pavilion, Bell Meadow, St Nicholas-at-Wade on Tuesday 10th November 2015 at 7.30pm.

Present: Councillors Sarah McManus (Chair), Gordon Bryant, Ticia Cheniston, Val McManus, Sonya Smyth, Alison Higginson & Peter Radclyffe.

Also present: Paul Drake (Clerk), Derek Crow-Brown & Ken Gregory (TDC District Councillors) and two members of the public.

131/15-16 APOLOGIES FOR ABSENCE

Apologies were received from Roger Latchford (KCC County Councillor).

132/15-16 DECLARATIONS OF INTEREST

There were no declarations of interest for any items on the agenda.

133/15-16 PREVIOUS MINUTES

RESOLVED: To approve the minutes of the last Parish Council meeting on 13th October (Proposed: Cllr Radclyffe Seconded: Cllr V. McManus).

134/15-16 CHAIR'S REPORT

Cllr S. McManus reported that she had attended the KALC Finance Conference on 22nd October where she learned about the Local Government Transparency Code for Smaller Authorities and more about Parish Council finances in general. She thanked Cllr Radclyffe, Tony Gander the KCC Community Warden and the Clerk for their hard work in making the tree planting day in Bell Meadow on 7th November such a success. Other people have shown interest since and have said they wanted to plant their own trees. Finally, on the eve of Remembrance Day, a minutes silence was held to honour all members of the armed services who had lost their lives in the line of duty.

RESOLVED: To approve the Chair's report (Proposed: Cllr Cheniston Seconded: Cllr Higginson).

135/15-16 CLERK'S REPORT / CORRESPONDENCE

The Clerk reported on his main activities since the last meeting which included ordering a new sign for the outdoor exercise equipment, co-ordinating arrangements with Cllr Radclyffe and collecting donations for the community tree planting day on 7th November, publication of the Autumn Parish Council magazine and obtaining a quote for repairing the damaged footpath in Bell Meadow.

One item of correspondence was reported which was the launch of the 2016 KALC Community Awards scheme. Nominations need to be submitted by 29th January 2016.

136/15-16 PARISH COUNCILLORS' REPORTS

Cllr Radclyffe reported that he had been clearing footpaths and drains in Sarre and said that the tree planting event in Bell Meadow had gone well. He asked when TDC were next due to sweep the roads. The Clerk agreed to look into this.

Cllr Higginson reported that moss on the footpaths in Sarre remained a problem and that speed limits on the roads approaching the village were still a concern. She also reported than an anonymous donor was currently arranging

Chair: Sarah McManus

Clerk: Paul Drake

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for the Sarre flag to be replaced.

Cllr Bryant reported that the WCSA were hoping to hold an event in Bell Meadow in June 2016 run by the Ramsgate Classic Car Club. Councillors unanimously agreed with this idea. He also reported a new incident of fly tipping site on the A299 towards Ramsgate near the St Nicholas-at-Wade roundabout which he said he would report to Tony Gander the KCC Community Warden.

Cllr S. McManus reported that she had met with Hilary Newport from the CPRE to discuss the Chislet wind farm and current housing developments. She said she had also attended the school PTFA AGM where it was noted that they had plenty of children at the school but not enough adults to help and the Playgroup AGM where conversely there were enough adults to help but plenty of spaces available for children to attend.

Cllr Smyth reported that she had attended the Thanet Rural Regeneration Group meeting where they had discussed TDC's Local Plan and its effect on villages. She said that the CPRE would be attending the next TRRG meeting. She encouraged more local involvement in Speed Watch. She agreed with Cllr Higginson about the problem with moss on the footpaths in Sarre and said that TDC had agreed to conduct a site visit soon to discuss the issue. Finally, she recorded her thanks to the Clerk and reported that several villagers had commented on the work over and above his normal duties he was doing around the villages.

Cllr Cheniston reported that she had been doing her usual litter picking as she walked around the village. She also mentioned some minor damage caused by a tractor to the footpath leading from Bell Meadow to Summer Road. The Clerk reported that he had been made aware of the damage previously, had already assessed it not to be a trip hazard and brought it to the attention of St Nicholas Court Farm.

Cllr V. McManus reported that she had been made aware of possible KCC and TDC grants available to help villagers employ caretakers or handymen. She reported a kerb damaged by a dust cart in Bedford Way and highlighted that Sevenoaks had arranged a village bus to take people to the shops in the main towns. Finally, she discussed purchasing items such as blankets, towels and tinned foods which could be stored in the Village Hall in case of emergency situations which was part of her developing Community Emergency Plan. There was general discussion about the purchasing of these goods and whether some of them could be obtained through donations instead. Councillors unanimously agreed that this was a good idea so Cllr V. McManus agreed to investigate the cost of some basic supplies and the Clerk said he would place an article in the next quarterly magazine seeking donations.

137/15-16 THANET DISTRICT COUNCIL COUNCILLOR'S REPORTS

Cllr Crow-Brown reported that although TDC had received legal advice not to proceed with the CPO for Manston Airport, RiverOak had not walked away and were still keen to proceed. He said that there were now also potentially other new interested parties. Cllr Gregory stated that RiverOak's plans were for freight flights from Manston and the dismantling of aircraft. Whilst their general business did involve some housing development, their plans for Manston did not include any such proposals. There was discussion about whether it was thought villagers in St Nicholas-at-Wade and Sarre were for or against retaining Manston as an airfield but there was no clear opinion expressed either way.

Cllr Crow-Brown said that recent press coverage had stated that twenty one TDC officers earned in excess of £100,000 a year but a TDC press release had since corrected this and pointed out that that the actual figure was two.

Cllr Gregory said that the second draft of the Local Plan was due out in January or February for further consultation. He pointed out that houses already built recently counted towards Thanet's total allocation and delays in building more houses might result in KCC losing any potential New Homes Scheme bonus payments and even higher allocations being demanded.

138/15-16 KENT COUNTY COUNCIL COUNCILLOR'S REPORT

Cllr Latchford had presented his apologies but provided a report which was read out by the Clerk. Cllr Latchford reported that the result of the Chancellor's Spending Review were due on 25th November so KCC would then have to re-assess their budget and prioritising of services. He urged everyone to take part in the current KCC street light consultation and re-iterated his support for Manston to return as an operational airfield. Finally, he reported that he still had a limited amount of his Community Grant available so would be pleased to hear about any community projects he may be able to assist with. Cllr Bryant asked if there was a common view on the street light consultation. It was established that there wasn't a unanimous view and that some councillors had already responded individually to the consultation.

139/15-16 KENT COUNTY COUNCIL COMMUNITY WARDEN'S REPORT

Tony Gander was not present and no report had been submitted.

140/15-16 KENT POLICE PCSO'S REPORT

Craig Raisbeck was not present and no report had been submitted.

141/15-16 PLANNING APPLICATIONS

(a) Councillors considered planning application F/TH/15/0770 – Land rear of Manor Hall and Heritage Park, Manor Road, St Nicholas-at-Wade (Erection of 17 dwellings with associated parking and access from Manor Road). This application had been the subject of a public meeting organized by the Parish Council on 5th November when villagers gave their opinion on this scheme plus the larger proposed 39 house development. The 17 house application had been called in by Cllr Gregory and was due to be discussed at the TDC Planning Committee on 16th December. A survey form had been delivered to every household by Cllr Bryant and the Clerk was able to give the results from the first ten days of the thirty day survey period. He reported that 59 people had objected to the scheme, 6 people had supported it and that 7 people had said they neither supported or objected to it. There was a lengthy discussion as to the various reasons for objections which were the same as discussed at previous meetings and included traffic /pedestrian safety, the effect on utilities such as water, sewerage and electricity, the impact on the school, lack of employment for new residents and footpaths through the development linking it to the rest of the village. A vote was taken and councillors voted unanimously to object to the scheme.

RESOLVED: Cllr S. McManus to write to TDC Planning Department objecting to the proposed 17 house development (Proposed: Cllr S. McManus Seconded: Cllr Bryant).

(b) Cllr S. McManus summarized previous activities relating to both proposed housing development schemes such as the public exhibitions and meetings with councillors that had taken place then reported in more detail on the public meeting held on 5th November in the Manor Hall. Cllrs S. McManus, V. McManus, Smyth, Radclyffe and Bryant had attended along with approximately thirty members of the public. Property consultant Jane Scott was present to represent the developer of the larger scheme but Alister Hume who represented the developer of the smaller scheme had declined to attend. The main issues discussed were how and when comments and objections could be registered, concerns on the effect of the developments on the rest of the village, linking footpaths through the developments, disturbance to the village during the building phase and the effect on local health services, education services and utility supplies. Those present were asked to fill out a survey about the two developments. The same survey had been delivered to every household in the village to ensure that people not present at the meeting could also express their opinions by the closing date of 30th November. She said that the Parish Council needed to consider whether the land owner should be asked to provide a connecting footpath between the developments, whether a professional or informal traffic assessment was necessary, whether TDC should be asked to place all housing developments on hold until the revised Local Plan had been produced and whether producing a formal Neighbourhood Plan might help to prevent further developments. James Read stated

that if the larger scheme was approved there was still the possibility of other developers bidding to build more houses on the site. It was agreed that all of these matters would be considered and discussed fully when the planning application for the 39 house development was submitted.

(c) The Clerk reported that planning application L/TH/15/0551 – Sarre Windmill, Ramsgate Road, Sarre (application for listed building consent to repair and replace sails) had been re-sent by TDC in error. It had already been discussed at October's Parish Council meeting so no further action was necessary.

(d) Councillors considered planning application F/TH/15/1027 – Granary Cottage, Ramsgate Road, Sarre (Application for variation of condition 2 of planning permission F/TH/14/0824 for the change of use of existing building to 1No. 2 bed dwelling, together with single storey side extension and insertion of new windows and doors, to allow for alterations to height, width and materials). The Parish Council and other villagers had previously written to TDC earlier this year pointing out that the building work was in contravention to the planning consent given so this revised application had been submitted after intervention by TDC building control officers. Councillors unanimously voted to object to the amended application. They said that the new building was too much of a variance from the original plans, not in keeping with other nearby properties in the village and excessive in size for the plot of land.

(e) Councillors considered planning application L/TH/15/0908 – Forge House, The Length, St Nicholas-at-Wade (Application for listed building consent to change existing timber sash windows for UPVC windows). Albeit councillors acknowledged that the applicant had undertaken to install sash windows to fit in with other properties nearby in the village, they felt that the UPVC windows were inappropriate for this listed building and should be replaced by new wooden sash windows of an appropriate standard instead.

(f) Councillors were informed of planning appeal APP/Z2260/W/15/3130592 – Land north west of Down Barton Road, St Nicholas-at-Wade (change of use and conversion from stable to dwelling with external alterations). The Parish Council's comments from the June meeting, TDC's refusal report and other relevant papers have now all been passed to the Planning Inspectorate in Bristol.

142/15-16 PUBLIC PARTICIPATION SESSION

James Read raised the issue of a car which always parked in the same place in The Length opposite the Post Office which restricted the view for vehicles turning out of Manor Road. He was advised to speak to the Community Warden or PCSO who were best placed to look into the matter.

143/15-16 PARISH ACTION PLAN

Cllr Bryant reported that he had met with Cllr S. McManus and the Clerk on 27th October to update the Parish Action Plan. Copies were handed out and it was pointed out that councillors needed to agree the actions, action owners, priority levels and target dates. Two items were highlighted in particular. Cllr Bryant introduced a new branding for the Parish Council which would be used on letters, council documents, quarterly magazine and website. The new template was unanimously agreed. He also proposed that the council should investigate employing a handyman. Various options and their implications were briefly discussed. It was agreed that this was a good idea in principle but that what format that would take could not be decided yet.

RESOLVED: That the Clerk should investigate possible options for employing a handyman and present them to the next meeting in December (Proposed: Cllr Cheniston Seconded: Cllr Bryant).

Several matters still remained on the agenda when the scheduled meeting end time of 9.30pm was reached.

RESOLVED: To suspend Standing Orders and extend the meeting by fifteen minutes (Proposed: Cllr S. McManus Seconded: Cllr V. McManus).

144/15-16 FINANCE

(a) The Clerk presented the October monthly reconciliation between the cash book and bank accounts.

RESOLVED: To approve the monthly bank reconciliation for October (Proposed: Cllr Higginson Seconded: Cllr Bryant).

(b) The Clerk presented the November monthly payment schedule which included the following invoices: KCC (Grant overpayment repayment) £1,501 / Minster Matters (printing costs) £40 / S. McManus (Finance course mileage) £39.60 / P. Drake (Clerk's salary & expenses) £594.70 / CPRE (2015/16 annual subscription) £36 / C. Cole (Manor Hall hire) £10 / P. Radclyffe (Trees for community planting day) £440 / V. McManus (Plaques for community planting day) £15 / D. Kirby (Sarre Christmas lights) £23.88 / Eagle Security (Pavilion annual alarm inspection) £60

RESOLVED: To authorise payment of invoices included in the November monthly payment schedule (Proposed: Cllr Higginson Seconded: Cllr Bryant).

(c) The budget update after the end of Q2 (July - September) had already been carried over from the last meeting and the Clerk said there was no time to give the update again this month. He recommended that this item now be deferred until the end of the Q3 period (October – December) when an up to date report could be given. The Clerk was still briefly able to forecast an end of year overspend of approximately £10,000 on community projects which would be met from reserves.

(d) The Clerk reported that external auditors PKF Littlejohn had reviewed and signed off the Parish Council's 2014/15 accounts. No matters of concern had been raised.

145/15-16 ESTATES MANAGEMENT

Due to lack of time, the Clerk was not able to present full details of the annual inspection report for the Bell Meadow play area which had already been carried over from the last meeting. He was able to briefly report however that following repairs conducted earlier in the year, all items had now been classified as being of 'low' or 'very low' risk so any issues identified would now just need to be monitored during twice a month inspections by the Clerk and Cllr V. McManus.

146/15-16 POLICIES & PROCEDURES

The Clerk presented a revised draft of the Parish Council's Grant Scheme policy and application form. There was some discussion about the policy and it was agreed that a new short amendment should be added clarifying amounts that could be requested.

RESOLVED: To authorise the revised Grant Scheme Policy (Proposed: Cllr Radclyffe Seconded: Cllr Higginson).

147/15-16 FLY A FLAG FOR THE COMMONWEALTH DAY

The Clerk gave details of the Commemorative Day planned for 14th March 2016 whereby ceremonies would be held across the Commonwealth. Involvement would mean purchasing a Commonwealth flag then raising it during a formal ceremony on the day. There was not a unanimous decision reached by councillors but a majority decision was in favour of taking part.

RESOLVED: To purchase a Commonwealth flag and for Cllr V. McManus to lead the Commonwealth Day ceremony on 14th March. (Proposed: Cllr V. McManus Seconded: Cllr Cheniston).

The meeting concluded at 9.45pm.