

CLIFFSEND PARISH COUNCIL

Clerk/RFO to the Council: Anne Griffiths
Cliffsend Parish Council, Cliffsend Village Hall, Foads Lane, Cliffsend,
Ramsgate, Kent CT12 5JH

MINUTES

THURSDAY 14 MARCH 2019

The meeting opened at 19.30.

Present: Councillors Blaydes (Chairman), Hellyer, Hovenden, Lyon, and Searle

Also Present: Anne Griffiths (Clerk/RFO), Councillors Rogers and Townend (TDC), John Litchfield (PCSO), and a colleague, and four members of the public.

1. WELCOME AND APOLOGIES FOR ABSENCE

Councillor Blaydes welcomed Chris Perkins and John Yates from Southern Water. Apologies for absence had been received from Councillor Francis-Cable, who was working, and from Tony Gander, the Community Warden.

2. DECLARATIONS OF INTEREST

No Declarations were received.

3. MINUTES AND MATTERS ARISING

i. The draft Minutes of the meeting of 14 February 2019 had been circulated in advance. One substantive amendment had been suggested and this had been incorporated in the Minutes before the Council for adoption. Councillor Lyon proposed acceptance of the Minutes, Councillor Searle seconded and the Minutes were adopted unanimously by those entitled to vote. **The Chairman signed the Minutes.**

ii. Matters arising:

- a. The issue of inadequate road signage had been drawn to the attention of Thanet District Council and they have placed an order for new signs.
- b. Social events – a statement was made at the February meeting alleging that for the Council to fund directly social events would be illegal. The Clerk had taken legal advice and wishes to place on record that this allegation was incorrect. There are formalities to be complied with if the Council organises its own events, but it is not, per se, illegal. Many other Parish Councils do so.

4. MINUTES OF PREVIOUS CLOSED SESSION MEETINGS OF THE COUNCIL

The Minutes of the closed session meetings of the Council on 8 November 2018 and 10 January 2019 were voted on in order that they might be brought into the public domain. The first session concerned information and procedure; the second, the Clerk's employment. Details remain confidential. Acceptance was proposed by Councillor Hellyer, seconded by Councillor Searle, and passed.

5. REPORT FROM SOUTHERN WATER

The representatives from Southern Water provided a detailed report on the current situation with regard to ongoing repairs to sewerage pipes and consequent road closures. They explained what had happened so far and why, and assured the meeting that the roads would be reopened as soon as possible. They answered questions and agreed to provide a presentation which could be publicised by the Council. Councillor Blaydes thanked them for their attendance and thorough coverage of the issues.

6. REPORTS

i. Finance & General Purposes Committee

The Committee met prior to this meeting.

- a. Meadow – it was confirmed that the new memorial tree is to be planted.
- b. Neighbourhood Plan – nothing to report
- c. Emergency Plan – nothing to report
- d. No matters arising.

ii. **Planning** At the Planning meeting earlier in the evening, the Council had considered four applications: F/TH/18/1059 - **The Sportsman – the Council agreed by a majority to object to the application**; FH/TH/19/0168 - **5 Primrose Way - the Council agreed unanimously not to oppose the application**; FH/TH/19/0214 - **22 Foads Hill – the Council agreed unanimously to oppose the application**; FH/TH/19/0271 - **27 Earlsmead Crescent – the Council agreed unanimously not to oppose the application**, but suggested that the appearance of the extension would be improved by substituting pitched roofing for the flat roofing outlined in the plans.

iii. **County Councillors** No report received.

iv. **District Councillors** Councillor Rogers said that there was little to report. The Council had removed a tree which was causing difficulties. The decision on 16 Canterbury Road West is still awaited.

v. **Community Warden/PCSO** The Community Warden had sent a brief report highlighting issues on which he was working: highway issues, potholes, overgrown hedges, anti-social behaviour, working with others, cold callers, travellers' encampments, flytipping, first aid lessons for children aged 10-12 years, and community payback. The PCSO had left the meeting, but had placed leaflets at the side of the hall for information.

vi. **Councillors' Reports**

Councillor Lyon reported that she had a contact who might be able to obtain replacement goalposts for the play area. She also expressed concern about the traffic speeding through the village and wondered whether some residents might be prepared to allow the installation of a mirror on their property to aid visibility. This would probably need various

permissions. Councillor Searle reported that the work on the level crossing safety installations would begin on 15 March 2019. This would involve stop/go light between 8.00 -17.00 on weekdays. Councillors Hellyer, Hovenden and Blaydes had nothing to report.

7. PUBLIC QUESTIONS A question was raised about a petition to support the reduction of speed limits in the village to 20mph. Councillor Rogers said that she would raise the problems with speeding at the Joint Transportation Board.

8. FINANCIAL MATTERS

i. Payments Schedule RESOLVED: That the following invoices be approved for payment

Cliffsend Parish Council
Payment Schedule
Meeting held on 14 March 2019

Date	Supplier	Description	Min ref	Chq No	VAT	Excl Vat	£
14 March 2019	HMRC	Tax contribution		867			270.33
14 March 2019	Ladywell Accountancy Services	Payroll service fee		868			100.00
14 March 2019	A.J. Griffiths	Clerk's expenses		869			21.96
14 March 2019	Came and Company	Insurance renewal premium		870			672.62
1 April 2019	A.J. Griffiths	Clerk's salary		871			557.04

9. REVIEW OF STANDING ORDERS AND SCHEDULE FOR REVISION OF POLICIES

i. Assets Register The amended updated Assets Register had been circulated in advance. Councillor Hellyer proposed its acceptance, Councillor Searle seconded, and the Register was accepted unanimously.

ii. Schedule for the revision of Policies and Financial Regulations Consideration of the Risk Management Register was deferred to the next meeting.

10. CURRENT MATTERS

- i. **Grounds maintenance** Discussion took place on the allocation of tasks to be done by the groundsman. It was agreed that the Chairman would write to Councillor Francis-Cable and ask him to ensure that all instructions should go via Councillor Hellyer.
- ii. **Meadow update** The new memorial tree is to be planted in position 4 in the meadow. Councillor Searle said that she needed further information from Councillor Hovenden and it was agreed that they would liaise. The issue of protection of the tree was discussed. Councillor Heller proposed that the people who plant the tree should also provide protection. Councillor Lyon seconded. The proposal was passed with one vote against.
- iii. **New benches** The benches have been moved into the correct positions and the new memorial bench has been installed. Councillor Hellyer is trying to organise an 'opening' event for the memorial bench, possibly by an ex-serviceman. He has another bench project in mind and is considering it.
- iv. **Play area** The Clerk wrote to Vattenfall to request funding for the new goalposts, but this was refused.
- v. **Noticeboards** Discussion deferred to the next meeting.
- vi. **Defibrillator maintenance** Councillor Hellyer proposed that the responsibility for maintenance of the defibrillator should be passed to the Village Hall Committee. Councillor Lyon seconded and the proposal was passed with one vote against.
- vii. **Gas smell** The Clerk had written to Southern Gas and was awaiting a reply.
- viii. **Southern Water** The presentation provided by Southern Water would be posted on the website.

11. Website maintenance Councillor Searle announced that she wishes to cease taking responsibility for the Council website. She is willing to assist any replacement webmaster initially, but does not wish to be responsible. There was discussion of possible ways of finding a replacement. The Clerk will ask fellow Clerks if they have any suggestions. There was also a suggestion that the website service at Ramsgate Town Council might be in a position to make some suggestions. This idea was deferred to the next meeting. Councillor Blaydes wished to record the thanks of the Council to Councillor Searle for her long and diligent service with regard to the website.

12. CLERK'S REPORT

- i. The Clerk reported that she had obtained a position as Clerk to Kingston Parish Council. Her contract with Cliffsend Council requires her to have permission from the Council to take any other jobs. Councillor Blaydes proposed that this be approved, Councillor Lyon seconded, all in favour.
- ii. The Clerk asked permission to attend the Audit Preparation course run by KALC at a cost of £45 plus £9 VAT. Councillor Hellyer proposed that this expenditure be authorised, Councillor Blaydes seconded, all in favour.
- iii. The Clerk informed the Council of a forthcoming KALC course on the internet and social media. Councillor Searle expressed interest and the Clerk agreed to send details when they are available. The course will take place on 22 June 2019, but no further information is available at present.

- iv. The Clerk informed the Council that she has been in contact with David Buckett, the Internal Auditor, and they are planning to meet in the first week of June.
- v. Councillor Blaydes notified the Council that the Clerk's salary has risen as a result of the national pay award. The hourly rate from 1 April 2019 has increased to £13.11.
- vi. The Clerk reminded everyone present of the restrictions on publicity once the Notice of Election for 2 May 2019 is posted. She read out a summary of the rules which apply during the purdah period.

13. CORRESPONDENCE RECEIVED

The Clerk had no correspondence to report upon.

14. ANY OTHER BUSINESS

Councillors Lyon, Hovenden, Searle and Blaydes has nothing to report. Councillor Hellyer related that he had attended a meeting of the Thanet Rural Regeneration Group. There had been a report from Councillor Rob Searle (He also attends TRRG and runs the Speedwatch Group) who had walked through the village and will continue to make unannounced visits with speed cameras.

The meeting concluded at 21.15.