

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 FEBRUARY 2019

The meeting opened at 19.30.

Present: Councillors Blaydes (Chairman), Francis-Cable, Hovenden, Lyons, and Searle

Also Present: Anne Griffiths (Clerk/RFO) and four members of the public.

1. WELCOME AND APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Hellyer, who is unwell, from Councillors Rogers and Townend (TDC), Councillor Messenger, PCSO Litchfield, and Community Warden Gander.

2. DECLARATIONS OF INTEREST

No Declarations were received.

3. MINUTES AND MATTERS ARISING

- i. Two corrections to the Minutes of the meeting held on 10 January 2019 were suggested. In paragraph 6, the seventh item in the Payments Schedule should be amended by the insertion of '£' before the figure '60'. In paragraph 11, 'e' should be inserted before 'very' so that it reads 'every'. Both suggestions were accepted and the draft Minutes duly amended. **Acceptance of the amended Minutes was proposed by Councillor Searle, seconded by Councillor Lyons, and agreed by unanimous vote. The Chairman signed the amended version.**
- ii. **Matters arising:** No matters arising other than those appearing later on the Agenda.

4. REPORTS

- i. **Finance & General Purposes Committee** The Committee met prior to this meeting. There was nothing to report on the Meadow, the Neighbourhood Plan, or the Emergency Plan, and no matters arising.
- ii. **Planning**
At the Planning meeting prior to this meeting, the Council had declared itself content with four applications: **F/TH/18/0975 – 16 Meverall Avenue, F/TH/19/0001 – Plot 7 Young's Nursery, F/TH/19/0100 – Plot 5 Young's Nursery, and F/TH/19/0109 – 35 Sandwich Road.**
- iii. **County Councillors** No report received. It was agreed that the Clerk would henceforth also notify KCC Councillor Constantine of Parish Council meetings.
- iv. **District Councillors** No reports received.

v. **Community Warden/PCSO** Both were absent. The Community Warden had sent a brief report. Speed checks had been carried out and information on offenders passed to the police. He is continuing to monitor anti-social behaviour, and highway faults especially potholes. He is also liaising with the group running the Coffee Mornings over guest speakers. The PCSO reported that travellers had moved into two new locations: Hengist Way and the Marina Road car park. He warned against strangers knocking on front doors and offering to do work. Any such approaches should be reported via 101, to the Kent Police, and to the Trading Standards authority. He reiterated that he works closely with the Community Warden.

vi. Councillors' Reports

Councillor Francis-Cable and Blaydes had nothing to report. Councillor Lyons reported that there was no adequate wheel cleaning provision on the building site at the Asparagus Field and that the mud would be transferred to the road. Councillor Searle reported that the installation of safety equipment at the level crossing had been postponed until 25 February. Councillor Hovenden raised the issue of works to the sewage pipes and Councillor Blaydes reported on the response he had received to his enquiry. Essentially Southern Water is unable to provide a precise schedule for the repair works. A general discussion ensued on the state of the sewage pipes and gas pipes in the village. It was agreed that the Clerk will write to the providers and request maps showing the location of all pipes in the village together with a note of the installation dates. Councillor Hovenden also reported on her efforts to ensure that the no. 9 bus was more easily accessible to residents during the works. It is now turning on the Jentex site.

5. PUBLIC QUESTIONS There were questions relating to the state of the green opposite the Village Hall and the progress of the installation of the commemorative bench. There were also concerns raised about fading yellow lines, and fading or missing road signs. These latter matters are not the responsibility of the Parish Council. However, Councillor Blaydes will contact the relevant authorities with regard to the road signs. Concerns were also expressed regarding the speed of cars driving on Foads Lane.

6. FINANCIAL MATTERS

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

Cliffsend Parish Council
Payment Schedule
Meeting held on 14 February 2019

Date	Supplier	Description	Min ref	Chq No	VAT	Excl Vat	£
14 February 2019	Andrew Blaydes	Chairman's expenses		863	7.49	37.48	44.97
14 February 2019	A.J. Griffiths	Clerk's expenses		864			44.97
1 March 2019	A.J. Griffiths	Clerk's salary		865			556.84
14 February 2019	David Ogilvie Engineering	Commemorative bench		866	175.70	878.50	1054.20

Authorised and agreed by (non-signatories)
Cllr
Cllr

ii. Insurance renewal Papers relating to the renewal have been received and will be returned in the next few days.

iii. Precept As the precept has to be divisible by 9, TDC had suggested two possible figures, to either side of the £16,000 budget agreed. The two options were: 1. Precept of £15,976/ tax base of 718.67 = £22.23 (rounded) Band D of £22.23 / 9 = £2.47 (directly divisible with no rounding) 2. Precept of £16,040 / tax base of 718.67 = £22.32 (rounded) Band D of £22.32 / 9 = 2.48 (directly divisible with no rounding). Councillor Hovenden **proposed acceptance of the first option**, a precept of £15,976, Councillor Lyons seconded, and the **proposal was accepted unanimously**.

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

i. Assets Register Councillor Blaydes discussed the updated Assets Register that had been circulated. Two amendments were suggested. First, correction of the spelling of 'box's'; second, deletion of 'voice recorder' as this appears to be missing.

ii. Schedule for the revision of Policies and Financial Regulations A draft Schedule had been circulated in advance. Councillor Hovenden proposed amendments to the draft, but the proposal fell as there was no seconder. It was agreed that the draft Schedule be accepted subject to making the Standing Orders reviewable annually.

8. CURRENT MATTERS

i. Grounds maintenance Discussion deferred due to Councillor Hellyer's absence.

ii. Roads A reply had been received from the Highways department in relation to safety concerns at the junction of Foads Hill/Lane and Cliffsend Road indicating that they would not take any further action. There was some discussion of the possibility of siting a mirror.

iii. Meadow Nothing to report.

iv. New benches Discussion deferred due to Councillor Hellyer's absence.

v. Play area Councillor Blaydes reported that TDC had asked the Parish Council to pay for refurbishment of the goalposts although it was their responsibility. They do not have the funds to carry out the work. **Councillor Hovenden proposed that the possibility of alternative funding from bodies** such as Vattenfall be explored. Councillor Lyons seconded the proposal and it was **passed unanimously**. The Clerk will write to Vattenfall to see whether they are prepared to assist.

vi. Events Planning – budget for financial year 2019-2020 Councillor Francis-Cable had circulated a list of proposed activities in advance of the meeting. There was some discussion of the process for presenting such issues and also of the legality or desirability of the Parish Council funding social events directly rather than, for example, by means of giving grants to other bodies. Issues such as insurance and health and safety would need to be addressed in relation to each event. Councillor Francis-Cable proposed expenditure of:

a. £300 to fund an Easter Egg Hunt. The proposal was seconded by Councillor Lyons and passed with four votes in favour and one against.

b. £50 to purchase high visibility vests and name tags for use at events. The proposal was seconded by Councillor Lyons and passed with four votes in favour and one against.

Items 2, 3 and 4 on the circulated list were deferred to be discussed at the next meeting.

vii. Noticeboards Discussion deferred due to Councillor Hellyer's absence.

viii. Defibrillator maintenance Discussion deferred due to Councillor Hellyer's absence.

9. CLERK'S REPORT

The Clerk mentioned two training events taking place in the near future and asked the Council to approve her attendance. The first was the SLCC New Clerk's Event which costs £12 plus return travel to London. The second was the KALC training day on Planning which costs £72 plus travel. Councillor Francis-Cable expressed interest in the latter event and the Clerk agreed to forward details to him. **Approval of attendance** by the Clerk and Councillor Francis-Cable at the events as outlined above was proposed by Councillor Searle, seconded by Councillor Lyons and **agreed unanimously**.

10. CORRESPONDENCE RECEIVED

The Clerk had no correspondence to report upon.

11. ANY OTHER BUSINESS

Councillor Hovenden suggested that the Clerk obtain some information packs to be made available to anyone wishing to stand for election to the Council in May. The Clerk agreed to do so.

The meeting concluded at 21.15.