

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held at the Library & Neighbourhood Centre,

4a Monkton Road, Minster

on 4th October 2022 at 7.00pm

Present: Councillors: Mrs. Gimes (Chairman), Crow-Brown, Quittenden, Jones, Torbett, Owen, Fleming, Burden, McCarthy and Mills

Also present: Kyla Lamb (Clerk to the Council), Cllr Smith (TDC), Community Warden Karl Aylett.

126. APOLOGIES FOR ABSENCE

Cllr Day. Cllr. Wright (TDC). Cllr Torbett has resigned.

127. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 6th September 2022 be approved and signed.

128. MEMBERS INTERESTS

No members interests recorded.

129. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Aylett reported as follows;

- Recently met with Brandon Greenleaf, our new PCSO and hopes they will work well together.
- Also met Debbie Crosswell, JFMP Officer Kent Police.
- Attended a meeting to support the provision of warm spaces in the village during the winter months.

No report was available from the PCSO.

130. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Crow-Brown reported as follows;

- New investment areas where planning rules are being loosened have been announced by the Chancellor. Minster Housing Action Group have asked where these zones will be as they are worried that they will act as a 'carte blanche' for housing developments. Head of Planning at KCC has confirmed that there are no areas in Kent announced yet.
- Requested a meeting with Haroona Chuqtai, Highways and Transport Director to show the problems Minster is experiencing at Minster roundabout.

Cllr Smith reported as follows;

- Rumours are circulating about a new development off of Monkton Road she is ready to call in any application should it be submitted.
- The charity, Groundwork is arranging a bills surgery session to help local residents manage their bills during energy crisis. This surgery will be in St Nicholas at Wade on 25th October.
- A motion will be presented at the next TDC meeting for a more sustainable policy.

Cllr Jones asked whether TDC have considered sea levels.

131. CHAIRMAN'S ANNOUNCEMENT

Cllr. Mrs Gimes reported that she had joined an online meeting by 'ReferKent. This organisation aims to prevent signposting residents from one organisation to another by encouraging all appropriate organisations to sign up to the secure platform so that referrals can be made between organisations on behalf of the resident, reducing confusion and stress whilst accelerating support.

Our firework display will be held on Friday 4th November. Gates open at 6pm and the fireworks start at 7pm. There will be a bar and burger van on site. Volunteers are required to help marshall the event.

132 REPORT OF THE CLERK

The Clerk reported that we have now moved into the new office and a new date will be organised for the opening event.

133. DOCUMENTS AVAILABLE FOR INSPECTION

None.

134. SECTION 106 AGREEMENT

Installation of the yellow lines requested in Norton Drive should take place soon. Cllr Crow-Brown will be meeting with Cllr Pugh (TDC) to discuss a request by residents to have speed bumps installed in Thorne Hill.

A Highways meeting will be organised to review the Highways Improvement Plan.

135. NEIGHBOURHOOD PLAN

Cllr Fleming addressed members over considering forming a Neighbourhood Plan for Minster. Worth, Ash, Westgate and Birchington have one. It was suggested that the village was canvassed to obtain residents views and also ask our auditor David Buckett for his advice.

RESOLVED that: No further action was necessary at present.

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

The Chairman reported that information has been shared on Facebook advising that hedge-cutting and the erection of hoarding will take place on the site during October.

137. NEW PARISH OFFICE BUILDING

The new move to the new parish office has taken place however the permanent phone line and internet connection is not yet in place.

Neil and Adrian have attended training for Playground Inspection for Local Councils.

138. REVIEW OF INTERNAL AUDIT REPORT FOR 2021/2022 AND CONSIDER ANY RECOMMENDATIONS

Members considered the report prepared by David Buckett, our internal auditor and considered the recommendations within it.

139. ANTI-SOCIAL BEHAVIOUR

The Chairman updated members on a meeting held with Sergeant Jim Woodward, PCSO Brandon Greenleaf and Debbie Crowell JFMP Office at Kent Police regarding recent issues with anti-social behaviour. It was agreed that intelligence and information would be shared so that events can be linked. Visits will be made to some youths whose names were put forward relating to recent anti-social behaviour. An email address was provided that can be used to forward any further information. It is important that any incidents are reported.

140. STAFF WAGES

Cllr Quittenden asked members to review staff wages in light of the current living crisis.

RESOLVED: Payment of £400 will be made to key staff to help with escalating costs.

141. WINTER HARDSHIP FUND

Members were updated on a meeting that was held to discuss what could be done to provide warm spaces for people who need help during the winter and the current energy crisis Tea, coffee, biscuits and food could be provided and the hardship fund held in Reserves could be drawn on to help with payment.

142. PARKING WARDEN FOR THE VILLAGES

Following the recent TRRG meeting, Cllr Quittenden updated members on the discussions regarding parking wardens. Members considered the possibility of having an enforcement officer just for the villages, where parishes would all pay to contribute to the costs. An enquiry will be made with TDC on the cost of this and advice sought from Cllr Binks who is on the Joint Transport Board. Rebecca Glazier (TDC) could also be contacted.

143. PLANNING APPLICATIONS

Cllr Crow-Brown provided an update as follows;

Applications

L/TH/22/0917 – Minster Abbey Guest House, Minster – Application for Listed Building Consent for internal alterations to provide an additional bathroom. – NO OBJECTION

F/TH/22/1110 – The Mill House, Way Hill, Minster – Change of use of existing stables to 1No 3-bed dwelling – Renewal – NO OBJECTION

Cllr Fleming registered an objection

TPO/TH/22/1272 – 48 Monkton Road, Minster - 12 No Sycamore – Pollard – NO OBJECTION

F/TH/22/1157 – Land North West of Mannock Drive, Manston – Erection of 2No two storey detached dwellings including associated parking, landscaping and provision of new Manston Park visitor car parking area, together with provision of new footpath – **NO OBJECTION**

F/TH/22/1245 – Richborough Energy Park – Installation of an electrical battery storage facility including the installation of UKPN connection area and equipment, ground raising, landscaping and associated works.- **NO OBJECTION**

Decisions

FH/TH/22/10141 Orchard View Ebbsfleet Lane North Ramsgate -Extension to existing vehicular access - **Grant Permission**

FH/TH/22/102749 - Rose Gardens Minster - Erection of single storey side and rear extension together with 5No roof lights - **Grant Permission**

L/TH/22/1001 Wayborough Manor Wayborough Hill Minster - Application for Listed Building Consent for the installation of a log burner in drawing room, with installation of flue within existing chimney and installation of 3No. Chimney Pots to existing chimneys.- **Grant Permission**

F/TH/22/0824 Chapel House Thorne Hill Minster - Variation of condition 10 of planning permission F/TH/21/0965 for the "Change of use of existing main building to wedding/function venue with accommodation together with associated development including; erection of single storey pitched roof function room, together with erection of 8no. single storey guest / visitor lodges, formation of parking area, alteration to access (north), associated operational development, including alterations to existing buildings and landscaping" to allow alterations to opening hours - **Grant Permission**

F/TH/22/0579 Richborough Energy Park Sandwich Road Kent CT13 9NL
Extension of electricity battery storage facility to provide additional 249mw capacity including electrical plant and equipment, alterations to land levels, landscaping and associated works, following removal of existing wind turbine, site clearance and levelling **Grant Permission**

F/TH/22/0057 Quartacre Bedlam Court Lane Erection of 2no two storey 4 bedroom dwellings following demolition of the existing **Grant Permission**

144. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC

Cllr Quittenden reported that a meeting was held on 26th September. The guest speaker was Eve Lockton-Goddard, home energy officer at TDC. She reported that £1.3M would be made available across the area for home insulation, but the process would be complicated.

Put forward a proposal for a parking enforcement officer for the villages and received an enthusiastic response.

Monkton Parish Council reported that their new play area has been opened.

Minster School

Cllr Mills reported that the first Governors meeting was held last Monday. Monkton School are celebrating their 150th Anniversary.

Twinning Assn. Members will attend Armistice Day on Friday 11th November.
The AGM will be held at the pavilion at 7pm on 18th November.
A few tables are left for the quiz night being held on the 15th
October.

145. REPORT OF THE RFO

RESOLVED:

- (a) the Bank balance statement be received and noted,**
- (b) the statement of Receipts and Payments for the month of September 2022 be approved.**
- (c) the quarterly budget/income/expense report to 30th September 2022 be received.**
- (d) The Annual Audit of Accounts was received and noted. The report is displayed on the notice board and website.**

146. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Mr Harris asked about the wood being stored locally. Cllr Quittenden reported that the bio-digester at Sandwich has broken down and that is why wood is being stored locally.

Mr Harris asked whether meetings would be held at the new office. The Chairman responded that the plan is to hold them at the pavilion.

Mr Stace asked whether Minster Matter could include information about reporting any anti-social behaviour issues to via 101.

Time concluded: 8.50pm

1st November 2022