

MINSTER PARISH COUNCIL

Minutes of the Annual Meeting of the Council held at the Library & Neighbourhood

Centre,

4a Monkton Road, Minster

on 3rd May 2022 at 7.00pm

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

Also present: Kyla Lamb (Clerk to the Council), Clare Wilsdon (Assistant Clerk to the Council), Cllr Smith (TDC), Community Warden Karl Aylett, PCSO Forsyth

Apologies for absence: Cllr Pugh (TDC)

1. ELECTION OF CHAIRMAN

RESOLVED: That Councillor Penny Gimes be elected Chairman of the Council for the ensuing year 2022/2023

Councillor Gimes took and signed the declaration of acceptance of office and thereupon took the chair.

COUNCILLOR GIMES IN THE CHAIR

2. APPOINTMENT OF VICE CHAIRMAN

RESOLVED: That Councillor Crow-Brown be appointed Vice Chairman of the Council for the ensuing year 2022/2023

3. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 5th April 2022 be approved.

RESOLVED: That the Minutes of the Extraordinary Council meeting held on 19th April 2022 be approved.

4. PARISH ASSEMBLY MEETING

The minutes of the Parish Assembly Meeting held on 19th April 2022 were received and noted.

5. MEMBERS INTERESTS

No members interests noted.

6. MEMBERSHIP OF COMMITTEES

RESOLVED: That the following Committees be re-formed with the membership as shown:

Policy & Finance

Cllr. Day
Cllr. Dr. Jones
Cllr. Mills
Cllr. Crow-Brown
Cllr. Quittenden

Operations

Cllr. Day
Cllr. Dr. Jones
Cllr. McCarthy
Cllr. Crow-Brown
Cllr. Torbett
Cllr. Owen

Planning

Cllr. Day
Cllr. Dr. Jones
Cllr. Fleming
Cllr. Burden
Cllr. Crow-Brown

Highways

Cllr. Day
Cllr. Dr. Jones
Cllr. Mills
Cllr. Crow-Brown
Cllr. Burden
Cllr. Torbett

Communications

Cllr. McCarthy
Cllr. Owen
Cllr. Gimes
Cllr Crow-Brown

7. TIMETABLE OF MEETINGS 2022/2023

Members are asked to agree the following meeting timetable

2022

7th June
5th July
August (no meeting)
6th September
4th October
1st November
6th December

2023

10th January
7th February
7th March
4th April
18th April – Annual Parish Meeting

8. APPOINTMENT TO OUTSIDE BODIES

AGREED: The following members be appointed as the Council's representatives to the under-mentioned bodies;

TALC	Cllrs Quittenden and Crow-Brown
Minster School	Cllr. Mills
Twinning Assn	Cllr. Burden

9. APPOINTMENT OF INTERNAL AUDITOR

RESOLVED: That Mr David Buckett be re-appointed as internal auditor to Council for the year 2022/2023

**MINUTES OF THE ORDINARY MEETING
3rd May 2022**

10. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Aylett reported as follows:

- The village has been generally quiet during this month but he has assisted PCSO Forsyth regarding anti- social behaviour.
- Reduced time spent in Minster due to sickness, covering for a colleague and other job role.
- A few parking related calls from residents.

PCSO Forsyth reported as follows:

- Numerous reports of anti-social behaviour involving youths throwing objects, kicking doors and generally being a nuisance. Also seen entering the church.

- Some households are being repeatedly targeted, causing concern.
- Mostly the same youths, some of whom have been identified.
- ASB letter sent to parents and joint visits carried out with Joint Family Management Programme Officer, Deborah Crosswell.
- The anti-social behaviour is being taken very seriously.
- Road traffic collision along Wayhill – fortunately no serious injuries.
- Community Policing Team conducted a Stop Search on a vehicle in the village. Cannabis found and the vehicle was seized due to the driver not having a licence.

11. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Crow-Brown reported as follows;

- The government is planning to introduce mandatory digital waste tracking as part of its commitment to the Resources and Waste Strategy for England. This aim is to provide a comprehensive way to see what is happening to the waste produced in the UK.
- Reconnect Programme is supporting children and young people to re-engage with their education and learning – Over 40 leisure centres are working with KCC to provide access to sport and leisure activities. Locally, this includes Hartsdown Leisure Centre, Ramsgate Leisure Centre and the Blue Wave Hydrotherapy pool.

Cllr Smith reported as follows;

- Thrilled to report a pause on the Local Plan review due to concerns over housing requirement figures.
- Attended a meeting on the progress of the Salvation Army project to offer a refugee housing and support.

12. CHAIRMAN'S ANNOUNCEMENT

Cllr. Mrs Gimes reported that the new Chain of Office will be ready for gilding next week.

Roger Gale has been in touch with Roger Gough to discuss the concerns raised over the KCC bus consultation including the 954 service that serves Birchington and Sandwich Schools and is well used.

Information was previously circulated about the Community Land Trust (now Wantsum Affordable Homes). The Chairman explained that Alison Thompson of English Rural and Robert Hewer have offered to meet members to further explain their group and its aims. Member agreed that they would like a meeting arranged.

13. REPORT OF THE CLERK

The Clerk reported that an application for a £1200 grant or trees/hedging was approved by Kent Community Foundation, however planting has been postponed until Autumn for more favourable planting conditions. The funding source has approved this delay.

14. DOCUMENTS AVAILABLE FOR INSPECTION

Plans for the planning application at the Land off Foxborough Lane.

15. SECTION 106 AGREEMENT

Nothing to report.

16. THE QUEENS PLATINUM JUBILEE WEEKEND 2ND-5TH JUNE 2022

The Chairman provided an update on arrangements and asked for volunteers to come forward to help with setting up and marshalling the event, and also for a volunteer first-aider to be present on the day. There will be no vehicular access to the recreation ground via St Mildreds Road on the day. Parking for the disabled only will be allowed in the all weather pitch/Bowls Club car parking area. Minster Show committee have offered to loan ten walkie-talkies for organisers/marshalls to use. The Beacon lighting will take place on Thursday at 9.30pm and a Church service will be held on Sunday at midday.

17. NEW PARISH OFFICE BUILDING

Cllr Torbett reported that the parish office build is almost halfway though. Building control have approved the foundations and steelwork and completion is expected by the beginning of July.

18. FLEET INSURANCE RENEWAL

Members were asked to consider the quotations for insurance for the Citroen Dispatch Van, Toro Groundmaster and Ransome ride-on mower.

RESOLVED: To accept the quotation for £713.34 from Adrian Flux.

APPROVED: To accept the renewal for the Toro Groundmaster at £82.83 and the Ransome Mower at £118.21

19. KENT ASSOCIATION OF LOCAL COUNCILS COMMUNITY AWARDS SCHEME 2022

Following the parish councils nomination, the Chairman presented Mrs Barbara Quittenden with a KALC Community Award certificate, in recognition of her continuing commitment to the local community, litter-picking, decorating the village for Remembrance days and at Christmas, and organising the Christmas event.

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

The Chairman reported that a response has not been received to the letter sent regarding the cemetery extension, however an alternative contact has now been sourced who has agreed to come and meet the council to discuss this.

21. **DEVELOPMENT PROPOSALS FOR LAND NORTH OF FOXBOROUGH LANE OL/TH/22/0414**

The Chairman reported that Gladmans declined to attend the public meeting held by the parish council in the village hall during May. 291 objections were made against the planning application on the TDC planning portal. 45 people recently attended a rally organised by the Minster Action Group. Highways have put a stop to the application due to the lack of response to their questions raised in relation to the application.

22. **PLANNING APPLICATIONS**

Cllr Crow-Brown provided an update as follows;

Applications

F/TH/22/0579 Richborough Energy Park, Sandwich Road, RAMSGATE, Kent

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 – **NO OBJECTION**

23. **COMMITTEE REPRESENTATIVE REPORTS**

Members received reports from representatives of the following bodies:

TALC

Cllr Quittenden reported as follows;

A short meeting was held on 25th April but no guest speakers were in attendance.

Minster School

No update.

Twinning Assn.

Cllr Burden reported an invitation has been received to Armbouts Cappel in early May and a small delegation will visit for the Jubilee celebrations. A quiz night will be held on 25th June 2022.

24. **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 April 2022 be approved.**
- (c) **the Budget income/expense reports to 31/3/2022 be received and noted.**

25. **QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS**

Barry Harris asked if there is any CCTV coverage at the lower end of the village. A discussion ensued about whether CCTV cameras could be installed at the public toilets as part of their refurbishment.

Time concluded: 8.07pm

7th June 2022