

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held at John Spanton Sports Pavilion

St Mildreds Road, Minster

on 3rd June 2025 at 7.00pm

Present: Councillors: Quittenden, Crow-Brown, Local, Jones, Fordyce, Bates, Local, Ingleton, Smith, Andrews

Also present: Kyla Lamb (Parish Clerk), Clare Wilsdon (Assistant Clerk to the Council), Cllr Smith (TDC), Cllr Peter Evans (TDC), Cllr Luke Evans (KCC Birchington & Rural), PC Andy Howe, PC Kirk, Community Warden Gary Groombridge, Community Warden Team Leader Aaron Kluibenschadl

82. APOLOGIES FOR ABSENCE

No apologies for absence given

83. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 6th May 2025 be approved.

84. MEMBERS INTERESTS

No members interests noted.

85. POLICING AND COMMUNITY WARDEN REPORT

PC Andy Howe provided a report as follows;

- Anti-social behaviour has been reported at the Limes. Lack of street-lighting is not helpful.
- Recommended use of mobile CCTV cameras in areas of known anti-social behaviour to help identify those responsible.
- Low level calls to the villages with main issues being nuisance vehicles, off road bikes and e-scooters.
- 108 crimes recorded across the village but includes those reported at the Manston Migrant Processing Centre which form the majority of that number.
- 17 calls to Police from Minster during May. All except one being traffic related.
- Suspicious persons reported entering a driveway in the top part of the village so additional patrols in that area.
- Time spent in Manston due to concerns over drugs use and nuisance vehicles.
- Summer season likely to result in being called to Dreamland events.

Cllr Local asked what could be done about vehicles with overly noisy exhausts driving through the village. PC Howe responded that if registration details were provided to him then he may be able to visit the owners and give some words of advice. Ideally the area would have a PG9 traffic officer but there is not one in Thanet.

Cllr Webzell said that the school are experiencing problems with vehicle parking on the zigzag lines outside the entrance. PC Howe responded that they should continue to place temporary bollards and have a member of staff patrolling the area as this is an effective deterrent.

Community Warden Team Leader, Aaron Kluibenschadl provided an update on the community warden service and explained that further to a public consultation and budget cuts, the service has been significantly reduced. Wardens are now allocated to geographical areas based on community need. Gary Groombridge is the new warden covering Thanet Rural Villages.

Community Warden Gary Groombridge provided a report as follows;

- Lives locally so is familiar with the area.
- Has been on probation with KCC and completed six months training.
- Will be based above Minster library but will be visible in the community, addressing anti-social behaviour, low level crime, carrying out social services referral visits and providing 'Positive Wellbeing' support.
- Has visited Minster Primary School, RBL, Bowls Club and the Mens Shed.
- Will have a stall at the Minster Show in July to advertise how they can help in the community.
- Working with PC Andy Howe and Minster Surgery
- Referrals can be made to the warden via a referral form.

86. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Smith welcomed Gary Groombridge as the new community warden.

Cllr Smith reported as follows;

- Attended the Thanet Local Exchange Trading Scheme initiative. Further information at www.thanetlets.info.uk
- Responded to 'Have Your Say' invitation from the Planning Inspectorate regarding National Grids Sealink plans for Minster Marshes. Deadline to do to is 23rd June 2025 so encouraging everyone to respond.
- £1.5M funding granted to TDC for Warm Homes but there are already many households on the waiting list.
- Next Citizens Advice outreach programme will be at Minster Library on 17th June 2025.
- Consultation and feedback on TDC's PSPO (Public Spaces Protection Orders) can be given via YourVoice.Thanet.gov.uk.
- There is a survey for local people to share their feedback on the proposed changes to how social housing is allocated. This can be completed until Sunday 15th June, also via YourVoice.Thanet.gov.uk.
- Next TDC full council meeting is 10th July 2025.

Cllr Peter Evans introduced himself as Vice Chair for KCC, KCC Councillor for Sandwich and TDC Councillor for Thanet Villages.

Cllr Peter Evans reported as follows:

- Previously held the role of Chair of Planning at TDC so is happy to give advice on any planning matters.
- Recently visited Minster marshes and the proposed site for Sealink.
- Happy to be contacted via email and will respond in 1-2 days.

Cllr Crow-Brown asked Cllr Evans view on the North Thanet Link Road. Cllr Evans responded that he was against it, but it may well happen.

Cllr Ingleton asked Cllr Evans if he may be able to assist over several matters including Spitfire Way Junction. Cllr Evans asked that any information be sent to him for review and also be copied in to Cllr Luke Evans.

Cllr Bates confirmed that the Home Office have stated that land is available on Manston Road for the creation of a footpath.

Cllr Luke Evans introduced himself as KCC Councillor for Birchington and Rural and reported as follows

- Currently works as a SEN teacher and is KCC deputy member for Education.
- Minster marshes and the Sealink proposal has been escalated within TDC and to KCC Environment and referred to Reform UK task forces.
- A local resident has approached him with road safety concerns following an incident crossing outside the CO-OP and requested a zebra crossing in Monkton Road. Having contacted Paul Valek, the data does not stack up for the provision of a zebra crossing in this area. PV suggested a 20MPH speed limit could be considered to be implemented from the bottom of Tothill Street along the length of Monkton Road to the last house. This would need to be supported by the parish council via the HIP.
- MPC asked if Cllr Evans could endeavour to get a KCC Officer to start attending the Joint Transportation Board meetings again at TDC.
- Cllr Evan suggested that consideration to be given to 'non loading' lines being installed outside Minster Primary School to stop cars parking for unloading children on yellow lines on the corners. This would also need to be referred to the HIP.

87. CHAIRMAN'S ANNOUNCEMENT

Cllr Quittenden reported that the VE celebrations went well, and attendance exceeded expectation at both the ceremony at the flagpole and the beacon lighting. Special thanks to Sir Roger Gale for attending both events. Costs to Minster Parish Council were £69.33 and thanks to the Bell Inn for supplying food free of charge.

A new member of staff has joined the team.

Attended the Parish Forum with the Clerk, notes of this have been distributed.

The new local council boundary proposals were presented to Parliament and it was decided not to implement them presently.

A number of members visited the Manston Migrant Centre upon invitation and it was very informative. There are 2500 employees on site including Contractors. Members of the planning committee pressed the Home Office on the proposal for a footpath at the site. Cllr Bates has received an email stating that land would be available in principle, but the footpath construction would be the responsibility of KCC Highways.

Will be attending NALC Powershift 2025 conference on devolution. KALC are also arranging a conference on this topic.

88. REPORT OF THE CLERK

An email of complaint about the proposed road closure at the Limes has been received.

89. DOCUMENTS AVAILABLE FOR INSPECTION

None.

90. PARISH COUNCILLOR VACANCY

Following the resignation of Cllr Fleming, a vacancy has arisen on Minster Parish Council. The Clerk has notified Thanet District Council to enable them to issue the required notice of vacancy to advertise. She reported that this has now expired so she can advertise the Casual Vacancy to be filled by co-option.

91. CO-OPTION TO COUNCIL

RESOLVED: that Jill Andrews be co-opted to Minster Parish Council.

The Chairman welcomed the newly co-opted Councillor to the Parish Council. Cllr Andrews signed before the Clerk the 'Declaration of Acceptance of Office' and completed the 'Notification of Disclosable Pecuniary Interest' form.

92. OPERATIONS COMMITTEE

RESOLVED: That the Minutes of the meeting held on 28th May 2025 be received and the recommendations within them therein.

93. COMMUNICATIONS COMMITTEE

RESOLVED: That the Minutes of the meeting held on 28th May 2025 be received and the recommendations within them therein.

94. PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE

RESOLVED: That the minutes of the Planning, Highways & Transportation meeting held on 27th May 2025, be received and the recommendations contained therein.

Cllr Ingleton a short summary of the minutes.

There are outstanding letters at TDC that we are awaiting replies to which we would welcome a response. Cllr Smith and Cllr Peter Evans will try and follow this up. BDW site issues are still ongoing.

Another road closure imminent in Tothill Street with closure times 1700 to 0600. AGREED the clerk would contact Streetworks to see if this could be changed to 1900 to 0600

Rail issues with cancelled trains are still occurring. Cllr Crow-Brown will attend the Southeastern Stakeholder event in July and raise the increase in service at Thanet Parkway to ensure this will not be detrimental to Minster Station.

95. NATIONAL GRID SEALINK DEVELOPMENT CONSENT ORDER : EN20026

Following receipt of the formal notice to make a relevant representation to the Planning Inspectorate should the Council wish to register to become an interested Party.

AGREED: To register as an interested party and submit the two attached previous responses along with a covering summary letter (Cllr Ingleton to compose) by 23rd June 2025

96. POLICY AND FINANCE COMMITTEE

RESOLVED: To receive the internal audit report and that the Minutes of the meeting held on 28th May 2025 be received and the recommendations within them therein.

97. ANNUAL RETURN – RISK MANAGEMENT STATEMENT

Members considered the Risk Management Statement for 2025/2026.

RESOLVED: that the risk management statement for 2025/26 be approved and signed by the Chairman.

98. ANNUAL RETURN – STATEMENT OF INTERNAL CONTROL

Members reviewed the statement of Internal Control in support of the Annual Governance Statement for the year ending 31/03/2025.

RESOLVED: To approve the Statement of Internal Control for 2024/25 and the Chairman and Parish Clerk/RFO to sign.

99. ANNUAL RETURN – GOVERNANCE STATEMENTS

Members reviewed the Annual Return Governance Statement for 2024/2025, Section 1 of the AGAR for the year ending 31/03/2025. The Parish Clerk read each one to Members for approval.

RESOLVED: that the Annual return Governance Statement for 2024/25 be approved and signed by the Chairman and Clerk and Minute reference 99 be added.

100. ANNUAL RETURN – ACCOUNTING STATEMENTS

Members reviewed the Accounting statements for 2024/2025. Section 2 of the AGAR for year ending 31/03/25.

RESOLVED: that the Accounting statement for 2024/2025 be approved and signed by the Chairman and minute reference 100 be added. The Clerk/RFO had already signed and dated the document.

101. NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN

Members noted that the above notice will be displayed on the parish noticeboard and website on Monday 9th June 2025 and that the period for notice for public inspection of the accounting records is Tuesday 10th June 2025 to Monday 21st July 2025.

102. REVIEW OF STANDING ORDERS

Members reviewed the Adopted Standing Orders and **AGREED** that they need no amendment.

103. REVIEW OF CODE OF CONDUCT

Members reviewed and re-adopted Code of Conduct.

104. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

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| TALC | Cllr Quittenden reported that a meeting has not been held. |
| Minster School | Cllr Webzell had nothing to report. |
| Village Hall. | Cllr Smith reported that the Annual Art Show will be held from 20-22 June 2025. |
| | Eric James has now officially retired. |

105. 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 May 2025 be approved.

106. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Rosalin Vella complained about parking by the school and speeding vehicles following the recent accident involving a child

Linda Byway complained that parents are driving whilst using their mobile phones.

Aaron Kluibenschadl (Community Warden Team Leader) said that a road safety talk has been held at the school.

Nick Cornelius said there is an issue with speeding vehicles in Thorne Road.

PC Andy Howe responded that he can carry out speed checks in the area.

Sarah Cornelius said that the unofficial one-way system makes the speeding issues worse. PC Howe suggested she contact Kent Highways to ask for the area to be reviewed.

Linda Byway complained that the footballers leave the 3G pitch at speed.

Michele Low – Lime Trees – Residents are suffering low level anti-social behaviour by youths, believed to be resident in that area. PC Howe responded that he has visited one family in the area. PC Howe urged residents to report any criminal activity.

Michele Low would like a serious look at the speed of vehicles in Monkton Road and believes residents would be supportive of a 20mph zone.

Michele Low raised concerns that there are roadworks starting at the junction with Monkton Road with conflicting information about the road closure and there being no vehicle access for residents during this time

Time concluded: 9.02pm

1st July 2025