

MINSTER PARISH COUNCIL



**MINSTER
IN THANET**

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Clerk to the Council: Kyla Lamb - MAAT

MINSTER PARISH COUNCIL

OPERATIONS COMMITTEE

A Meeting of the Committee will be held at 10.30 am on Wednesday 21st February 2018 Meeting at the Bowls Club for site visits and them continuing in the Neighbourhood Centre 4a Monkton Road Minster.

9TH February 2018

Sir or Madam,

You are hereby summoned to attend a meeting of the Operations Committee commencing with a site visit meeting at the Bowls Club at 10.30am and them continuing at the Library and Neighbourhood Centre, 4A Monkton Road, Minster on Wednesday 21st February 2018 at 10.30 a.m. for the purpose of considering and passing such Resolution or Resolutions as may be deemed necessary or desirable with respect to the matters mentioned in the agenda.

Clerk to the Council

NOTE: Residents and members of the public are cordially invited to attend the meeting of the Council.

AGENDA

1. APOLOGIES
2. MINUTES

To approve the minutes of the Committee Meeting held on 22nd November 2017. (**Appendix A**)

3. MEMBERS INTERESTS

To register any new interests, or de-registration by Members.

4. MEMORIAL GARDEN PROJECT

Following an inspection of the Memorial Garden outside the church, members are asked to consider a suggestion from Paul Willins that the garden be improved. Members views are sought.

5. MINSTER CEMETERY

(A) Cemetery Terms & Conditions – Cllr Owen will give members an update on the drafting of terms and conditions for the cemetery which he kindly volunteered to do.

(B) Road Surface at the Cemetery – Cllr Quittenden will report to members on the need to consider re-tarmacking further areas of the road surface around the cemetery. Members' views are sought.

(C) Water Leak at the Cemetery – The Clerk reports that there is a water leak at the cemetery. The Clerk will report further at the meeting.

(D) Pointing required on cemetery garage – The Clerk reports that some repointing is required to the brickwork at the garage at the cemetery. The Clerk will report further at the meeting.

6. CCTV UPDATE

The Clerk will give members an update on the position with the CCTV installation and show members the system working.

7. FLYTIPPING ALONG THE OLD TOP ROAD

Members agreed to review the need for barriers at the end of the old top road to prevent fly-tipping. A response has already been received from Kent Highways stating that they do not have funds to put the barriers in place. Members views are sought on the way forward.

8. HEALTH & SAFETY REQUIREMENTS FOR KENT HIGHWAYS AND ELAS H&S

The Clerk will update members fully at the meeting.

9. TREE PLANTING REQUIREMENTS

Cllr Day has asked for members to consider the need for planting additional trees within the Parish.

10. ALL WEATHER PITCH

(A) The Groundsman has reported that the AWPS fence needs some repairs. Following the site visit members views are sought.

(B) The School have asked for consideration for a large outside clock to be installed at the All Weather Pitch. Members views are sought.

11. PAVILION

Members are asked to consider replacing the pavilion lights with LED fittings. Member's views are sought.

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Operations Committee

held on Wednesday 22nd November 2017 at 11 am in the Neighbourhood Centre, Minster.

Present: Cllrs. Bailey, Bubb, Day, Goodman, Dr. Jones and Owen

Also present: Cllr. Mrs. Gimes (Ex-officio), Kyla Lamb (Clerk), Clare Wilsdon (Assistant Clerk)

Apologies were received from Cllr Quittenden as he is on holiday.

180. MINUTES

RESOLVED: That the Minutes of the Committee Meeting held on 19th June 2017 be approved and signed by the Chairman.

181. MEMBERS INTERESTS

No declarations of interest were made.

182. PARKING PROVISION FOR MINSTER SCHOOL PARENTS AT THE AWPS CAR PARK

Members gave consideration to the proposal to consider allowing parents to park in the AWPS car park at school drop off and pick up times. A discussion ensued about the safety implications and wear and tear on the parking surface.

RESOLVED: that permission be give on a trial period from Thursday 4th January 2018 to Thursday 29th March 2018 being the next full school term for parents to use the car park to drop off and collect their children from Minster School. In addition, before the trial commences Cllr Gimes will agreed guidelines for use with the school and ensure all parents receive these guidelines and that priority signs are installed at the top and bottom of the entrance to the car park where the speed bumps are installed giving priority to vehicles approaching from Thorne Road.

183. MINSTER CEMETERY

(A) Memorial Wall - Members gave consideration to a further proposal to place memorials on the garage wall. Members viewed photos of a Memorial Wall at St Peters Church once again and discussed the suitability and the demand for memorials stones.

RESOLVED: That a) The garage wall was not suitable or appropriate to fix memorial to and b) there is insufficient demand for a Memorial Wall. Therefore, the Council would take no further action on this matter.

(B) Terms & Conditions and Memorial Benches – Members gave consideration to preparing terms and conditions for the management of the cemetery and the continued placing of memorial benches at the cemetery.

Having consulted with Margate & Ramsgate cemeteries and Margate crematorium and reviewing their terms and conditions and considered the sensitivity of placing memorial benches it was:

RESOLVED: That a) the Parish Council prepare and agree full terms and conditions for the management and interments of Minster cemetery and b) in line with Margate and Ramsgate cemeteries and Margate Crematorium's policy, Minster Parish Council will adopt a policy that memorial benches will no longer be permitted at Minster cemetery.

Cllr Owen volunteered to prepare draft terms and conditions for the cemetery to be put before full Council for their approval.

(C) Personal Grave Site Service – The clerk had been contacted by Forget Me Not Angels who provide a grave site service for families who are unable to tend their family graves. The Clerk explained that this was more for information as we cannot restrict who tends graves, however the Clerk has a copy of their business insurance. Cllr Owen reported that the business are now advertising their services in Minster Matters.

Members noted this information and the Clerk agreed to send a copy of the cemetery terms and conditions when they have been agreed.

(D) Paupers Graves Memorial Stone – Members considered the installation of a memorial stone to denote the paupers graves at the cemetery.

RESOLVED: That a quotation be requested from Whybrow Stonemasons for a light coloured memorial stone approximately two feet high with the following inscription:-

“THIS STONE WAS PLACED BY THE PARISH OF MINSTER TO SHOW THAT THE VILLAGERS CARE ABOUT THE LOST SOULS WHO ARE BURIED IN THESE PAUPERS GRAVES”

184. RUNNING TRACK ON THE OPEN SPACE

Members considered Mrs Quittenden’s suggestion to install a running track on the open space. The Clerk reported that she had sought a verbal quotation from SSP Ltd who estimated to install a 400m wetpour rubber track would cost £35,000. Members considered the need for a track and how much it would be used to quantify the cost.

AGREED: That the cost is too excessive as no significant need has been identified to proceed with this project.

Signed.
CHAIRMAN OPERATIONS COMMITTEE

Meeting closed at 12.07p.m.