

MINSTER PARISH COUNCIL

Minutes of the Meeting of the Council held in the Village Hall, Minster, High Street, Minster

on 1st June 2021 at 7.00pm

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

Also present: Kyla Lamb (Clerk to the Council), Clare Wilsdon (Assistant Clerk to the Council), Community Warden Karl Aylett.

36. APOLOGIES FOR ABSENCE

Cllr Kearns, Cllr Hart (TDC)

37. MINUTES

RESOLVED: That the Minutes of the Council meeting held on 4th May 2021 be approved.

38. MEMBERS INTERESTS

No members interests noted.

39. POLICING AND COMMUNITY WARDEN REPORT

Community Warden Aylett reported as follows:

- A return to face-to-face meetings is welcome.
- Fly-tipping incidents reported.
- Joint visits carried out with KF&R.
- Neighbour disputes addressed.
- No complaints in general from the skatepark
- Reports of a homeless person investigated.
- Working with PCSO Forsyth
- PCSO Forsyth is contactable via reporting on 101 and her mobile telephone number will not be made available to the public
- Any complaints about the skatepark should also be reported via 101.
- Rogue traders evident in the village, offering to carry out gutter repairs.

PCSO Forsyth was not present but provided a report as follows:

- Apologies for absence due to illness
- Theft of caravan from the Old Rectory.
- Incidents notified via social media include, mental health episode, road-rage, parking issues, rogue traders and a call regarding loud music at the skatepark.
- All non-urgent crime should be reported via 101
- Any emergency should be notified via 999.

40. COUNTY COUNCILLOR & DISTRICT COUNCILLORS REPORTS

Cllr Crow-Brown reported as follows;

- Received an induction from KCC.
- Full Council meeting attended at Mote Park.
- Rates highly the KCC Leader, Roger Gough.
- Included in the following committees; Children & Young People, Planning, Environment and Transportation, Joint transport committee.
- Request received from Minster Parish Council and Manston regarding dissatisfaction at the continued system of booking online for slots at the recycling centres. A survey carried out suggested that 97% found the online booking system easy to use but lack of immediate available slots may contribute to increased incidents of fly tipping.

41. CHAIRMAN'S ANNOUNCEMENT

Cllr. Mrs Gimes reported that a resident expressed concern at the number of businesses for sale in the village and asked if the Parish Council could help in any way.

42. REPORT OF THE CLERK

The Clerk thanked Cllr Quittenden for his recent assistance with getting the van repaired following a breakdown.

43. DOCUMENTS AVAILABLE FOR INSPECTION

None.

44. SECTION 106 AGREEMENT

The Clerk is reviewing the Highways Improvement Plan, and will contact Richard Heaps for an update on how much is left of the section 106 monies.

45. AGENCY PAYMENT RENEWAL AND TAKING OVER THE HIGH STREET AND MONKTON ROAD CAR PARKS AND PUBLIC TOILET

An update has been requested from Andreea Plant.

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

Bridleway TE26 – A survey has been carried out by PROW and established that the correct path is in the dipped area that is now overgrown. This path will be reviewed by contractors to ascertain the width available.

A strong letter was sent to Iain Livingstone regarding the removal of the provision for a cemetery extension at this site. No acknowledgement or response has been received. A copy will be forwarded to Madeline Homer.

47. PLANS FOR PARISH OFFICE AT THE RECREATION GROUND

A meeting was held with the architect and structural engineer. Building regulation drawings and structural engineer drawings and calculations are now being prepared and these are expected to be received in the next month when we should then be able to go out to tender.

48. REQUEST FOR A NOTICE BOARD ON THE ESMONDE DRIVE ESTATE

Members were asked to consider a request for a noticeboard to be erected by the residents of the estate.

RESOLVED: To approve the purchase and erection of a noticeboard.

49. HOUSEHOLD WASTE SITES

Members considered the increase of fly-tipping due to the booking of slots still being required at the waste sites.

RESOLVED: Cllr Crow-Brown to raise with KCC

RESOLVED: A letter is to written to the leader of KCC requesting a return to being able to drop in to the sites without a booking.

50. HANGING BASKETS

Members were asked to ratify the order for hanging baskets in the event that a request for funding from the government Welcome Back Fund is refused.

APPROVED: To fund 37 hanging baskets at a cost of £408.85

51. POLICY & FINANCE COMMITTEE

RESOLVED: That the signed internal audit report be received and the Minutes of the meeting held on 25th May 2021 be received.

52. ANNUAL RETURN – RISK MANAGEMENT STATEMENT

Members considered the Risk Management Statement for 2021/2022.

RESOLVED: that the risk management statement for 2021/22 be approved and signed by the Chairman.

53. ANNUAL RETURN – STATEMENT OF INTERNAL CONTROL

Members reviewed the statement of Internal Control in support of the Annual Governance Statement for the year ending 31/03/2021.

RESOLVED: To approve the Statement of Internal Control for 2020/21 and the Chairman and Parish Clerk/RFO to sign.

54. ANNUAL RETURN – GOVERNANCE STATEMENTS

Members reviewed the Annual Return Governance Statement for 2020/2021, Section 1 of the AGAR for the year ending 31/03/2021. The Parish Clerk read each one to Members for approval.

RESOLVED: that the Annual return Governance Statement for 2020/21 be approved and signed by the Chairman and Clerk and Minute reference 54 be added.

55. ANNUAL RETURN – ACCOUNTING STATEMENTS

Members reviewed the Accounting statements for 2020/2021. Section 2 of the AGAR for year ending 31/03/21.

RESOLVED: that the Accounting statement for 2020/2021 be approved and signed by the Chairman and minute reference 55 be added. The Clerk/RFO had already signed and dated the document.

56. PLANNING APPLICATIONS

Cllr Crow-Brown provided an update as follows;

Applications

F/TH/20/1749 Way House, Wayborough Hill, Minster

Raising of roof and insertion of rooflights and the erection of a single storey extension together with internal works to facilitate the change of use of outbuilding into 1No 2bed dwelling – **OBJECT** the Clerk will submit an objection in line with the previous rejected application and the pre-application advice given by TDC.

OL/TH/21/0761 Land Rear Of 96 To 102 Monkton Street Monkton

Outline planning application for residential development of up to 49 dwellings including access

The Applicant is resubmitting this application that was previously turned down by the Planning Committee and then on Appeal.

RESOLVED: that the Clerk will resubmit the same objection as sent to OBJECT to the previous application with any amendments necessary for it to be the current position.

TH/21/0733 – 49 HIGH STREET, MINSTER

Replace roof with black fibre cement slates, removal of roof overhang and bay windows to front elevation, replace with grey aluminium windows together with alterations to render. – **NO OBJECTION**

TH/21/0765 – 21 MONKTON ROAD, MINSTER

Hip to gable roof extension with two roof lights to the front elevation and a rear flat roof dormer extending across to the outrigger, together with a single storey rear extension. – **NO OBJECTION**

TH/21/0654 – COMPOUND ADJACENT TO AZCRO HOUSE MANSTON ROAD WEST MINSTER

Change of use of land from MOD site for scaffolding storage with associated parking. – **NO OBJECTION**

TH/21/0574 – SUMMIT AVIATION MERLIN HOUSE MERLIN WAY

Change of use of ground floor from a drinks warehouse to a public bar and retail to sell alcohol products. – **NO OBJECTION**

Decisions

TH/21/0307 – ANEROBIC DIGESTER PLANT, EBBSFLEET FARM YARD JUTES LANE

Installation of a 20m high communications tower supporting a 600mm dishes, installation and associated works - **GRANTED**

TH/21/0297 – 18 BURGESS CLOSE, MINSTER

Erection of single storey side and rear extension following demolition of existing conservatory, erection of rear dormer, together with insertion of window to second floor side elevation. – **GRANTED**

TH/21/0239 – MINSTER PRIMARY SCHOOL, MINSTER

Formation of a Multi-use games area together with the erection of fencing up to 3m in height – **GRANTED**

TH/19/1548 – MOUNT PLEASANT LORRY PARK , TOTHILL STREET

Erection of single storey building comprising 2no.mixed use retail/cafe units, provision of 2no lorry bays and parking together with associated landscaping. - **GRANTED**

57. COMMITTEE REPRESENTATIVE REPORTS

Members received reports from representatives of the following bodies:

TALC

Cllr Quittenden reported as follows;

A meeting was held via Zoom on 27th May.

Attendance by Madeline Homer and Adrian Verrall. Questions were submitted prior to the meeting including;

What input will we have to the review of the Local Plan?

We will be advised individually by email.

What is the current position at Ramsgate Port?

It is complicated by various leaseholders but developments for social and business use are being looked into, including water sports.

What is the government grant to be spent on in Ramsgate High Street?

£2.7M has been allocated to improve the road layout and tidy the area.

What is the truth about Manston and the Local Plan?

Nothing is set in stone until after the new DCO report.

What is the current position with the A28 relief Road?

Slow progress due to Covid but still live.

What is the current position with the inner circle road links?
Ongoing meetings with housing site developers are taking place.

What is the update on the government plan for coastal town regeneration?
No set plan.

Can traffic enforcement visits be stepped up?
There is lack of funds for this.

Other issues raised by members included the appalling service by refuse waste disposal teams. Improvements are to be made.

Minster School Cllr Kearns was not present but everything is fine at the school.
Twinning Assn. Cllr Burden reported that a meeting is to be held in June and plans will be discussed.

58. 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 2021 be approved.**
- (c) the Hampshire Trust Bank 1 year term deposit is to be reinvested for a further year at a rate of 0.70%**

59. QUESTIONS FROM THE PUBLIC/ANY OTHER BUSINESS

Mr Harris does not agree that the PCSO's contact number is not in the public domain. The Chairman responded that this is police policy and is also to encourage reports via 101.

Taylor Road has some pot holes that need addressing.

There are holes in the car park outside the bowls club. The Chairman responded that Southern Gas Networks will be using the car park again as a store during the summer holidays and they will be asked to carry out some improvements to the surface before they leave.

Mrs Harris said that the notices on the notice board in Taylor Road are blown off frequently.

Mr Bromley asked Cllr Crow-Brown and Cllr Quittenden about a footpath between the two estates. Cllr Quittenden responded that the best course of action would be for residents to investigate having the roads adopted by KCC.

Time concluded: 8.20pm

6th July 2021