



## St Nicholas-at-Wade with Sarre Parish Council



### Draft Minutes of the Parish Council Meeting held on Tuesday 8<sup>th</sup> June 2021 at 7.15pm. (subject to approval at the next meeting in July)

**Present:** Councillors G. Bryant (Chairman), L. Ageros, G. Goy, L. Fallon, D. Divers, P. Radclyffe  
**Also, Present:** Sara Archer – Clerk, plus 3 members of the public.

#### **01/21-22 EXCLUSION OF PUBLIC**

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public will be excluded by reason of the confidential nature of the business to be transacted during the period 7:15pm – 7:30pm.

#### **02/21-22 ELECTION OF CHAIR & VICE-CHAIR FOR 2021-22**

Cllr Bryant was nominated for Chair by Cllr Fallon. A vote was taken, 5 votes in favour and 1 abstention. It was therefore confirmed that Cllr Bryant would be re-elected as Chair. This was seconded by Cllr Goy.

Cllr Divers was nominated for Vice-Chair by Cllr Fallon. A vote was taken, all in favour. It was therefore confirmed that Cllr Divers would be elected as Vice-Chair. This was seconded by Cllr Ageros.

**RESOLVED:** Cllr Bryant to be re-elected as Chair for 2021-22, Cllr Divers to be elected as Vice-Chair for 2021-22.

#### **03/21-22 APOLOGIES FOR ABSENCE**

None received. The District and County Councillors were asked to submit a written report rather than attend the meeting in person due to the covid restrictions.

#### **04/21-22 DECLARATIONS OF INTEREST**

None declared.

#### **05/21-22 COMMUNITY AWARD**

Cllr Bryant presented Michael (Mick) Little with the Parish Council Community Award together with a voucher which had been sponsored by Glenn & Co, in recognition of his many years as Postman, serving the village of St Nicholas.

#### **06/21-22 PREVIOUS MINUTES**

**RESOLVED:** To approve the minutes of the Parish Council meeting held on 13<sup>th</sup> April 2021. These were proposed by Cllr Divers, seconded by Cllr Radclyffe, all present agreed and therefore the minutes were signed by the Chairman as a correct record.

#### **07/21-22 CHAIRMAN'S REPORT**

Cllr Bryant read his report as follows:

First, welcome back. It is good to see everyone face to face rather than on a screen or just voices over a phone line. My grateful thanks to David for carrying out the risk assessment to ensure that The Pavilion is covid safe. It is important that we follow all the measures taken.

I am very aware of the problems that were caused by the developers in The Length with regards to parking and dirt. I would like to thank Lisa and TDC in getting Sunningdale Developments to adhere to the planning consent conditions and as you can see from the email that I received from Nicki Burford some action has been taken and it seems that things have improved somewhat. I did ask the developers for a contribution for cleaning cars after I negotiated a price with Brooksend Car Cleaners to shampoo fifty cars – any size for £7. Sunningdale have not got back to me, and I feel that they are unlikely to now.

The Handymen have put a lot of work in over the lockdown period and the villages are looking good now. I have been advised that the harrow on St John's Green is to get a makeover as it is looking a little bit tired at the moment. I have visited the cemetery several times to look at how improvements can be made there. Many graves have sunk by up to 25 centimetres. A pile of chalk has been gathered again. Although we spent a large sum of money making the cemetery look good last year there is still more work to do. I have spoken to some residents about refurbishing the graves by moving some of the chalk and then

putting the topsoil back. I have also spoken to Martin about forming a bund next to the brick shed so that the chalk can be placed out of the way. I have received one quote of about £600 to do all this work. I will seek further quotes before coming back to you for approval.

On my rounds, a resident from Bedford Way has asked for some form of seating as many elderly residents are finding it difficult to walk from their homes in Bedford Way and the top end of The Length all the way to The Post Office. I looked at the idea of providing a two seater bench and identified two potential sites. The first, located near to the telephone exchange, set back on the pavement, and the second, adjacent to the garden of 2 Rose Cottages.

Neither of these sites has proved to be popular. I would be very grateful if anyone can come up with other suggestions.

After discussion it was agreed that Cllr Bryant would approach the landowner of the area near the telephone exchange for permission to site the bench.

There are several initiatives that we are taking to improve our villages but as with many things they take time – we must be patient. There are a number of improvements that are being suggested this evening and I believe that we will make the right decisions for most of our residents.

#### **08/21-22 CLERK'S REPORT/CORRESPONDENCE**

The Clerk advised she had received an email from a villager at Sarre requesting a breakdown of the precept contribution from Sarre and St Nicholas residents. The resident had been advised that this information was not readily available and TDC would be in a better position to help, however, they had re-directed the enquiry back to the Parish Council.

Concern was raised that Sarre had not received a proportionate amount of funding or maintenance compared to St Nicholas. It was requested that the handymen attended to clean and weed the footpaths and generally tidied the Village. The speeding traffic had also been reported as an issue to be addressed.

Cllr Bryant advised that the handymen were reluctant to attend Sarre due to a verbal encounter. They were also unwilling to continue to use their own vehicles for waste transportation. The Parish Council would consider the handyman vehicle at the next meeting.

It was also suggested a Councillor from Sarre was available when the handymen were working in Sarre to ensure no further problems were experienced.

Resident's were reminded that problems such as footpath clearance could be reported to KCC online.

It was noted that the village gates were installed as part of the Highways Improvement Plan, and this also included the use of flashing speed signs, which was being explored further.

The zipwire was also confirmed that it is an amenity for both villages in the Parish.

#### **09/21-22 COUNCILLORS REPORT**

Cllr Radclyffe confirmed he had litter picked in Sarre and removed some overhanging branches. He advised that the drains required clearing and requested the roadsweeper attended. The handymen were also requested to weed kill the footpaths. Cllr Ageros reminded the meeting that anything sprayed with weedkiller could not be composted.

#### **10/21-22 THANET DISTRICT COUNCIL COUNCILLORS' REPORT**

No reports available.

#### **11/21-22 KENT COUNTY COUNCILLOR'S REPORT**

Cllr Derek Crow-Brown submitted the following report which was read by the Clerk:

Since being recently elected, Cllr Wright and myself have been busy with numerous induction video lessons and attending full council last Thursday at Mote Park, Maidstone.

In the past I have always enjoyed the warm hospitality of both the parish council and members of public and I look forward to seeing you all soon.

The KCC committee's I have so far been allocated are as follows:

Children and Young People

Planning

Environment and Transport

Armed Forces Covenant

Joint Transport Committee (TDC and KCC)

I have received two requests from the Chairs of Manston and Minster Parish Councils, requesting to look into the rise of fly tipping incidents in Thanet, and possible links to restricted booking system use of Household Waste Recycling Centres (HWRCs) locally.

The issue of increased fly tipping during the pandemic was raised at full council last week. A recent KCC survey, only distributed to a proportion of people, said that customers generally like the booking system and the benefits it offers to them and the environment. The survey of nearly 9,000 residents 97.5% of respondents said they found making a booking easy or extremely easy. 95% were either satisfied or extremely satisfied with their overall visit, while 93.5% said they were happy to use the booking system for future visits. KCC are constantly reviewing the booking system in order to ensure it is adapted to the ever changing situation, and as they move toward a 'new normal' way of managing the sites, safely and efficiently. KCC are working with the booking system provider and our HWRC contractors to make further improvements which will include; more booking slots, extended opening hours including a return to usual opening times plus later opening 1-2 days per week, and the ability for residents to book a visit on the day they wish to attend (availability permitting). Other developments are also being considered to further enhance the service in terms of ease of use and accessibility. We are hopeful these proposed measures will reduce the trend for fly tipping in Thanet.

It was noted that the cost to dispose of waste should also be considered as a contributing factor to the increase in flytipping.

#### **12/21-22 BUS SHELTER**

CLlr Fallon advised that the applications for bus shelter grant funding from KCC were now open. CLlr Crow-Brown had been approached to assist with match funding. CLlr Fallon had contacted the Officer responsible for the funding applications, to enquire whether a public consultation was required due to the shelter being a replacement for an existing damaged shelter. A response was awaited.

#### **13/21-22 BOLLARDS AT BELL MEADOW**

CLlr Divers reported that the manufacturers of the bollard lighting had confirmed the damage to the bollards was due to vandalism rather than a faulty product. It was therefore suggested that the bollards were replaced with uplighters which would be more robust and less susceptible to damage. Other suggestions included covering the existing bollards with a metal cage, or rubber protection. CLlr Divers would arrange for quotes to be obtained for uplighters.

For safety reasons, the power source would also be isolated until the replacements were installed.

#### **14/21-22 BELL MEADOW PAVILION COMMITTEE**

CLlr Ageros reported that the installation of the handbasin had been delayed due to enquiries being made as to the necessity of it. The bar was being opened by CLlr Bryant, Mon to Fri, 3pm-5pm who confirmed that all bookings were expected to work around these times for the next 6 weeks. The purchasing of items for the bar and kitchen was queried, the Clerk advised that the delegated authority for expenditure fell to the Clerk/RFO in conjunction with the Chairman, or Committee, who had previously been authorised by the Parish Council. The Food Safety Certificate was required to be displayed prior to the event being held for the Queen's Birthday.

#### **15/20-21 SARRE LAND PURCHASE**

CLlr Bryant circulated an outline map of the Church Commission land at Sarre. Two options were highlighted on the map: Option 1 – A strip of land running from the flagpole towards the bus shelter along the embankment of the footpath on the A28. This would improve the appearance of the land and enable storage of detritus from street cleaning. The bus stop could also potentially be moved back from the road into a layby.

Option 2 – Incorporating the splay of land running behind the cottages to the chalk pit.

This piece of land could be cleared and utilised as a recreational area.

CLlr Radclyffe explained the land in option 1 also housed cables which would need to be considered if clearing the trees.

It was suggested that Strutt & Parker were approached to enquire whether the land at the Windmill was available for offer, as this may be more suitable to be used as a recreational facility.

A letter would be sent to all resident's in Sarre to canvass their views on whether this is something they would like the Parish Council to explore further.

#### **16/21-22 PLANNING APPLICATIONS**

a) Council considered the following applications:

**TPO/TH/21/0763 - Chapel Cottage, Old Road, Sarre, Kent**

TH/TPO/12(2008) - 2No Lime – Fell

*Refer to Tree Officer*

**FH/TH/21/0758 - 9 Chantry Park, Sarre, Kent**

Erection of a two storey side extension with 2No roof lights following demolition of existing garage to create annexe accommodation

*No objections raised.*

- b) FH/TH/21/0527 – Permission Granted
- FH/TH/21/0393 – Permission Granted
- F/TH/20/1574 – Permission Granted
- F/TH/21/0336 – Permission Granted

#### 17/21-22 FINANCE

(a) The Clerk presented the monthly bank reconciliation between the cash book and bank accounts.

**RESOLVED: To approve the monthly bank reconciliation for May. (Proposed: Cllr Radclyffe, seconded Cllr Fallon).**

(b) The Clerk presented the monthly payment schedule which included the following invoices:

Colourfence - Balance of safety fence for runway	£364.58
J. Read - Asst Handyman Salary & Expenses	£162.54
George Bryant - BMP Cleaners salary	£107.60
Cartridge People – Printer & Inks	£449.29
SLCC – Clerk’s Membership	£130.00
N. Sangster - Asst Handyman Salary & Expenses	£102.18
Herne Utd – Refund of pitch hire	£88.00
M. Savage - Handyman Salary & Expenses	£225.89
S. Archer - Clerks Salary & Expenses	£948.47
Lloyds Bank - Credit Card	£114.73
S. Searle – plants for new village planters	£217.65
Business Stream	£2.04

#### Receipts:

Cemetery payment	£95.00
Football pitch hire	£90.00
Football Pitch Hire	£88.00
Allotment fee - Plot 3b	£26.00
Allotment fee - Plot 5	£52.00
Football pitch hire	£90.00

**RESOLVED: To approve payment of invoices included in the monthly payment schedule for June (Proposed: Cllr Radclyffe, Seconded: Cllr Fallon)**

c) The Clerk presented Sections 1 and 2 of the 2020/21 Annual Return.

**RESOLVED: To approve Sections 1 and 2 of the 2020/21 Annual Return (Proposed: Cllr Bryant Seconded: Cllr Divers).**

d) The Clerk presented the Asset Register which had been updated to include the ariel runway, gates at Sarre, bollards, grit bins and fencing.

**RESOLVED: To approve the Asset Register for 2021/22 (Proposed: Cllr Fallon, Seconded: Cllr Goy)**

#### 18/21-22 ADMINISTRATIVE ARRANGEMENTS

a) The Clerk confirmed details of the current bank signatories and bank checkers. It was agreed that Cllr Radclyffe would continue to monitor the Bank Reconciliations, and Cllrs Fallon and Goy would check the monthly payment schedules. Cllrs Bryant, Fallon and Ageros would remain as authorised signatories for the online banking.

**RESOLVED: To approve bank signatory and bank checking arrangements for 2021/22 (Proposed: Cllr Bryant Seconded: Cllr Divers).**

(b) The Clerk advised that the committee and group representatives would remain as follows:

Finance – Cllr Bryant, Cllr Ageros, Clerk  
BMPC – Cllr Ageros, Cllr Divers to deputise as necessary

**RESOLVED: To approve the representation on the above Committees for 2021/22 (Proposed: Cllr Fallon, Seconded: Cllr Bryant)**

#### 19/21-22 POLICIES & PROCEDURES

The following policies were considered and approved without amendment:

Internal Control Systems Statement, Risk Management Statement, Training Policy, Equality & Diversity, FOI, Operation London Bridge, Publication Scheme.

**RESOLVED: To approve the Policies listed above. (Proposed: Cllr Fallon, Seconded: Cllr Radclyffe)**

**20/21-22 PUBLIC QUESTION TIME**

- It was suggested when considering replacement bollards, they were protected from potential mower damage.
- An explanation of the altercation in Sarre between a resident and handyman was offered, and it was suggested the upkeep and maintenance of the land described in item 15/21-22 should be taken into account when considering the purchase as the trees were not believed to be in very good health. Ostlers Lane has also been confirmed as a collection point for waste by TDC.
- As a member of the BMPC, it was confirmed that the Committee had not been approached regarding the opening of the bar by Cllr Bryant. Cllr Bryant advised he had approached the Chair of the Committee.
- The cream tea event arranged in honour of the Queen's Birthday had been advertised on noticeboards and a leaflet drop. The Risk Assessment had been undertaken. Approx 30 people would be catered for.

The meeting was concluded by the Chairman at 9:20pm.