



SANDGATE PARISH COUNCIL
Minutes of a PARISH COUNCIL MEETING
Held on 25th March 2024 at 6.30pm

At Sandgate Parish Council/Library Offices
James Morris Court, Sandgate High Street, Sandgate.

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**Present**

**Chair:** Cllr Guy Valentine-Neale

**Councillors:** Hazel Barrett, Susan Claris, Michael Fitch, Peter Hickman, Simon Horton,  
Rosa Morris and Nicola South

**Clerk:** G Thomas  
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These Minutes will only be deemed to be a correct record of the meeting when approved and signed at the next meeting.

1. Apologies for absences: Gary Fuller & Tim Prater

2. Declarations of Interest Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Council’s Code of Conduct and by the Localism Act 2011.- there were none

3. Minutes of the Parish Council Meeting held on 26th February 2024 to be confirmed as a correct record and signed.

Proposed by Susan Claris

Seconded by Hazel Barrett

Agreed by all.

4. Chair’s opening remarks & correspondence

It was noted that a lottery grants of £20K had been received to be used for the refurbishment of the play equipment and play surfaces at the parks. A further £4.8k had been received towards the installation of solar panels on the Boat House Kiosk and public toilets.

It was noted that the library had benefited from new windows which Wrekin had provided and fitted free of charge, on behalf of F&HDC as part of Wrekin’s social value work in the district. Garry Porter from F&HDC organised it and supported it. The thanks of the parish council should be given to all these individuals and companies.

5. Planning Committee report

It was noted in the last two weeks that two applications for which the parish had provided a ‘no objection’ comment had been objected to at district level: 5 The Corniche and 2 Encombe. It was noted that there are planning guidelines and also a moderating process to attempt to ensure a consistent approach by district to all applications received.

6. **Environment Committee report**

• **Seaside Award- Open Letter- for agreement**

It was noted that the letter had been circulated prior to the meeting and any amendments requested. **It was proposed that this is approved for wider distribution and sending to Environment Agency and Keep Britain Tidy (Seaside Award), Southern Water, FHDC and neighbouring coastal Town & Parish Councils**

Proposed by Rosa Morris

Seconded by Nicola South

Agreed by all.

• **Carbon Plan**

It was noted that the plan had been circulated prior to the meeting for possible comments and amendments. It was noted that this was not a radical document but aspirational, providing information about possible benefits to the community and the environment. It was noted that it was important to have a discussion regarding the most effective way to communicate the concepts embodied in the plan to the community and this would be discussed at the next Environment Committee which would also manage the plan and gather qualitative data.

It was noted that the wording relating to possible dietary issues would be amended to 'promote awareness'.

Proposal that this is approved for adoption by Sandgate Parish Council

Proposed by Peter Hickson

Seconded by Nicola South

For: 7

Abstention: 1

• **20 is Plenty plan – update**

It was noted that a local expert helped develop a 20mph scheme for Sandgate High Street that would meet most KCC criteria. It is a limited length scheme (to meet the KCC criteria on current traffic speeds), to be proposed to KCC with mitigation measures each side of the High Street to slow traffic on approach. It is noted that this is an easy-to-understand scheme, well drawn, thanks to Graham Wickenden.

It was noted that moving the zone to incorporate the Sandgate Hill to the east with a small reduction in zone from the other end of the High Street might be an improvement to the plan.

It was noted that Speed watch had 7 zones approved by the police, but it was hoped that West Road, North Road and Encombe Valley could also be approved. It was noted that there were 4 examples of 20mph zones in Kent and the creation of a 20mph would have a cost of approximately £20K.

7. **Finance Committee report.**

It was noted the Finance Committee was moving into the busiest period of the year. AGAR instructions had just arrived and an informal visit with the internal auditor had taken place with was especially useful.

SumUp

It was noted that a SumUp business case document had been circulated prior to the meeting. It was noted that it was an opportunity to take card payments instead of cash and would have the most use at the Sea Festival. It was not a bank account and therefore not guaranteed like a bank account would be, and so there was a slight risk that if SumUp failed that the parish would lose any takings. It was noted that the decision to present to Full Council for approval was driven by the Financial Regulation.

It was proposed to approve to precede with the opening of a SumUp account for card payments in the Library and Sea Festival

Proposed by Simon Horton

Seconded by Michael Fitch

Agreed by all.

Summer & Winter Planting-

It was noted that a detailed breakdown of the cost of Summer and Winter Planting, with a comparison of 2023/24 & 24/25 had been circulated. It was noted that it was within the approved budget for 2024/25.

It was proposed that the quotation be approved.

Proposed by Simon Horton

Seconded by Rosa Morris

Agreed by all.

Retrospective approval for payment Harmers Invoices 22893 & 22951 to the total value of £96.00

It was noted that these amounts fall outside the budgeted amount for this cost code and so it was necessary to ask Full Council for retrospective approval. It should be noted that payment to contractors is not delayed in these circumstances.

Proposed by Simon Horton

Seconded by Rosa Morris

Agreed by all.

8. Library Committee report

As noted in Chair’s opening remarks that refurbishment of the library windows had taken place.

9. Co-option of Councillor- Village Ward –

It was noted that members were asked for their agreement to advertise the current vacant position, (any applicants to be invited to attend prior to next month’s Full Council to meet with councillors and give a short presentation).

Proposal that the vacant position is advertised.

Proposed by Guy Valentine-Neale

Seconded by Simon Horton

Agreed by all.

10. Information- The Parish Clerk, Gaye Thomas MBE, was congratulated by councillors on ten years of service to the parish council.

Signed by the Chair.....Date.....