

**Monkton  
Parish Council**



PARISH CLERK: Sara Archer, 204 Monkton St, Monkton, Ramsgate, Kent CT12 4JN  
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**Minutes of the Annual Parish Meeting and  
Annual Parish Council Meeting held on  
9th May 2024 at 7:00pm Monkton Village Hall**

**Present**      **Parish Councillors**   Gilly Brown [GB], Andy Kershaw [AK], Jason Button [JB], Steve Bennett [SB]

**In Attendance**   Sara Archer – Clerk, Peter Hunt – Fernfield Developments plus 17 members of the public.

The Chair opened the meeting, welcomed everyone and thanked them for their attendance.

**Annual Parish Meeting**

Members of the public were invited to make comments and raise any concerns they would like the Parish council to address.

- It was noted that the gate on the play area did not shut properly and required attention. Cllr Bennett would investigate the problem and address accordingly. **Action SB**

- The verge at the A28/Millers Lane junction had recently been trimmed by KCC, however, it had not been cut the full length towards the roundabout causing visibility issues when exiting from Millers Lane. Cllr Kershaw would report the hazard to KCC and request the verge to be trimmed fully. **Action AK**

**Annual Parish Council Meeting**

**01/24-25      ELECTION OF CHAIRMAN**

Cllr Gilly Brown was nominated to be elected as Chairman, this was proposed by Cllr Jason Button and seconded by Cllr Andy Kershaw, all were in favour.

Cllr Davina Ransom was nominated to be elected as Vice-Chair by Cllr Gilly Brown, this was seconded by Cllr Jason Button, all were in favour.

**02/24-25      APOLOGIES FOR ABSENCE**

Apologies had been received from KCC Cllrs Derek Crow-Brown & Linda Wright, District Cllr Abi Smith, Cllr Davina Ransom (Holliday), and PC Andy Howe.

**03/24-25      DECLARATIONS OF INTERESTS**

Acceptance of Office forms were completed. No interests were declared.

**04/24-25      MINUTES OF PARISH COUNCIL MEETINGS**

**It was resolved to accept the minutes of the previous Parish Council meeting held on 7<sup>th</sup> March 2024 and Annual Parish Meeting on 15th May 2023 as a true record. These were proposed by Cllr Button and Seconded by Cllr Bennett and duly signed by the Chair.**

**05/24-25      PLANNING**

a) To note any new Planning Applications.

**F/TH/24/0271 W S Cole And Son, 116 Monkton Street, Monkton**

Peter Hunt of Fernfield Developments was invited to address the meeting. Mr Hunt gave a detailed explanation of the proposal submitted to TDC, primarily to remove a number of trees on the development site. It was advised that following a site visit from the Tree Officer at TDC and an independently appointed tree specialist, the position of the proposed properties had not taken into account the root protection zone of the trees, thus, any build would therefore irreversibly damage the roots of the trees causing them to die, and subsequently raise safety concerns for future occupants. The existing trees surveyed were also considered to be of poor quality and limited life span.

Mr Hunt explained that as part of the planning conditions, when the new planning application to replace the retirement flats with bungalows is submitted, they would be required to mitigate any loss of habitat with a minimum 10% biodiversity management plan. Native trees would be planted both on site and off site, bat boxes and nesting bricks would also be installed to aid wildlife and lessen the impact of the development on the natural habitat. It was suggested that 5 trees would be planted for every one tree removed.

It was confirmed that the trees to be taken down were located on the eastern side of the site, plus two trees from the western side, however, the trees at the rear of the site would be retained.

*Signed*.....

*Date*.....

Mr Hunt advised his company would be prepared to plant larger, significant sized trees in the gardens of the new properties, rather than small saplings.

Mr Hunt also addressed concerns raised from residents regarding the proposed bungalows, and potential of them being converted into two storey properties. It was confirmed that the pitch of the roof of the bungalows would be built at a height that makes it unsuitable for loft conversions, and permitted development rights would be revoked.

Solar panels and other climate mitigation schemes would also be included in the development.

The current house and framing shop on site would be retained by the Coles family and not included in the development plan, however, the proposal to convert the house into a Village Shop remained.

It was confirmed that the parking provision and buildings would not impact the fire exits for the Village Hall.

Access to the site was discussed, and plans to enter and exit the development from both directions had been approved.

Mr Hunt suggested that the construction management plan would include a condition to ensure that construction vehicles were parked on site whilst the development was in progress.

Further discussion took place regarding the level of commitment from Mr Hunt to replant substantial native trees, particularly along the Eastern side of the site, and Mr Hunt gave his reassurance that he was fully in support of this request.

#### **F/TH/23/1616 Phases 1B And 2D North Of Spitfire Way And East Of, Columbus Avenue**

*Application outlined. No objections raised.*

b) To receive an update on previous applications:

**F/TH/23/0485 - Unit 1, Ivy Way, Monkton GRANTED**

**F/TH/23/1613 - Phases 1B And 2D North Of Spitfire Way And East Of, Columbus Avenue GRANTED**

**TCA/TH/24/0207 - Monkton Court Farmhouse , Monkton Court, Monkton GRANTED**

**06/24-25**

#### **CHAIRMAN'S REPORT**

Cllr Brown thanked the Councillors for their vote of support in re-electing her as Chair, and offered her gratitude to Cllr Ransom for her support in the past year.

Cllr Brown advised that the CCTV system would benefit from being upgraded, however, after receiving quotes for the upgrade, it proved extremely expensive. The Clerk had applied to the Awards for All lottery grant funding scheme which had been unsuccessful. After making enquiries there did not appear to be any other funding sources available, therefore, it was suggested that the Clerk would reapply to the Lottery fund in a couple of months.

Cllr Brown offered an update on the position with regard to the Village Stocks which were falling into disrepair. As they were Grade 2 listed, enquiries had been made with TDC for advice on how to approach repairs. The Clerk met on site with the TDC Conservation Officer a few weeks ago. As these were the only stocks in area, they had not experienced the issue before and needed to make further enquiries.

To date there had not been any progress, however, the Clerk would continue to follow up.

**07/24-25**

#### **FINANCIAL MATTERS**

a) Members resolved to approve the Schedule of Payments below, which had been previously circulated.

**This was proposed by Cllr Brown and seconded by Cllr Kershaw.**

Nest - Clerk's pension

HMRC - Employee PAYE £310.20

S. Archer - Clerk's salary & expenses

KALC - Membership subscription £358.72

G. Brown - Reimbursement for bark chippings £33.00

Hugofox - Website hosting fee £11.99

Jackson's fencing - Car park bollard posts for Rec Ground £504.00

S. Archer - Clerk's salary & expenses

Nest - Clerk's pension

T. Kilbee - Internal Auditor £100.00

#### **Receipts:**

TDC - Half Precept & Agency payment £9,657.00

b) The banking reconciliations for March and April were approved.

**This was proposed by Cllr Button and seconded by Cllr Bennett.**

c) The Clerk offered a short explanation of the income and expenditure for the Parish Council. Information would be available on the website. The accounts for year ending 2023-24 were approved, and Sections 1 & 2 of the Annual Return were duly signed.

**This was proposed by Cllr Button and seconded by Cllr Kershaw.**

d) The contribution of £250.00 towards the D-Day Anniversary Commemorations was discussed and approved unanimously. The team organising the commemorations was thanked for their work.

**This was proposed by Cllr Brown and seconded by Cllr Kershaw.**

*Signed.....*

*Date.....*

**INDIVIDUAL REPORTS**

To receive updates for the following:

a) County Councillor – Cllr Derek Crow-Brown was unable to attend the meeting, however, he submitted the following report which was read by the Clerk:

I have been attempting to keep on top of the situation regarding numerous road closures in and around Monkton.

The Hoo Farm housing development, involving a recent road closure was subject to members of public moving road bollards to access. Having contacted a highways inspector, they ensured Southern Water put up Heras fencing to stop the practice.

Last Saturday morning, the temporary traffic lights on Tothill Street failed. On checking the KCC website, the emergency call out number for KCC Highways said Monday to Friday. For reference, the duty officer can be contacted on 03000 419191. Paul Valek sorted out the lights.

b) District Councillors – Cllr Abi Smith was unable to attend the meeting, however, she submitted the following report which was read by the Clerk:

Sorry I cannot attend this evening, as I am called to TDC full council for the annual meeting.

In addition, an extraordinary meeting will discuss:

1. The members' allowances scheme, which proposes (not to increase individual allowances any further, but) to extend the scheme to accommodate a new Cabinet portfolio to address issues related to Parking.
2. Recommendations from the Boundary and Electoral Arrangements Working Party, which intends to "submit a consultation response to the LGBCE asking for two Member Wards with a flexibility for one Member Wards where applicable, but wards should not be bigger than this (no three or four member wards)."

(It has been agreed to reduce the number of district councillors from 56 to 42).

News from TDC:

Mini-woodlands planting project

Plans to create six areas of mini-woodland across the district were approved at a Cabinet meeting last month. Four hectares in total, but all in Margate & Broadstairs. TDC's Environment Director is quoted as saying that the new woodland "would increase local biodiversity, help to mitigate some of the effects of climate change and support our ambition of reaching net zero by 2030."

The irony of receiving and spending government funding on planting trees, while we are struggling to protect the ones in existence now, seems to be lost on the council.

Home Energy Advice Service:

I met with the officers on this service, who are eager to give a presentation at parish councils, which will include a thermal imaging map showing heat loss from dwellings across the villages. It would be an opportunity to invite locals to see what grants they might be able to access to make their home energy more efficient, at a subsidised cost or free of charge, well in advance of the colder months ahead.

c) Parish Councillors – No updates to report.

d) Kent Police – PC Andy Howe was unable to attend the meeting, however, he submitted the following report which was read by the Chairman:

As you will see, the main issues of concern remain the vehicle related crime and the burglary on businesses. These are now generally historic as they mostly related to spikes in those offence types around the turn of the year.

We have however seen vehicle type crimes across Thanet as being particularly higher than normal with certain types of vehicles being targeted by organised crime groups. The vehicles most likely to be targeted are: High value vehicles such as Range Rovers and any vehicles with keyless entry/start.

The criminals are using technology to clone the signals of these vehicles allowing them to simply drive off with a car causing no damage.

The best way to protect against this is to:

- a) keep your fob/key in a Faraday Pouch preventing the signal from being cloned
- b) use a steering lock which takes time and effort to remove and is an easy deterrent.

Calls Relating to Monkton:

19 calls to Monkton, of which 12 were traffic related, 1 bilking from a public house, 1 fallen tree, 1 call for harassment, 1 drink driver, 1 theft, 1 domesticated incident and, 1 animal related call.

My Duties Over April/May:

I have attended numerous traffic calls on the fast roads around the villages and conducted visible patrols of poaching hot spots. There was only one unconfirmed poaching call in the whole of April and I hope that my presence has something to do with that.

I have attended a couple of mental health calls in which I have successfully intercepted persons in crisis, who were then secured and handed over to MH professionals.

I have been abstracted on a number of occasions to emergency calls in Thanet, along with some proactive operational work.

*Signed*.....

*Date*.....

As an overall percentage, I believe I am spending around 80% of my time either dealing with Village related calls or proactively patrolling them.

Due to finite resources and improved weather, it is likely I will be drawn into the main towns to answer calls over the next few months more frequently. I make every effort to protect myself against this as it is very important for me to maintain a visible presence in the community to prevent crime and anti social behaviour from occurring.

As such, please make sure that if you need me to keep an eye on areas of concern, please identify them and I will be able to justify remaining in the villages. Please also let me know if there are any public events you would like me to attend.

It was agreed to request PC Howe continues to monitor the school parking situation as improvements had been noted, largely due to his visible presence.

**09/24-25**

#### **RECREATION GROUND & PLAY AREA**

a) A written inspection report had been completed by Cllr Bennett with no issues to note.

b) It was confirmed that the posts to extend the car parking provision at the Recreation Ground would be installed on 12<sup>th</sup> May. Thanks were expressed to the Football Club for their organisation and help with the works, and also to the District Councillors for their financial contribution towards the project.

c) The Clerk advised that Derek Smith had attended and repaired the fencing as much as possible. A small section required replacement which Derek would attend to in due course. An email had been received from the Head of Security at the Foxhunter, wishing to work with the Parish Council to address the issues. This was welcomed by the Parish Council and a meeting is to be arranged once the Security Officer confirms availability.

**10/24-25**

#### **HIGHWAYS**

a) Cllr Brown advised of the position with regard to the lack of advanced notice and increased frequency of local road closures which had been noted recently. Unfortunately, utility companies are only required to give 2 hours notice of works and subsequent road closures to KCC in an emergency, and appear to have been misusing this permission. Cllr Kershaw confirmed that residents are able to find information regarding road closures using one.network.

b) Cllr Kershaw confirmed that TDC Enforcement Officers were pursuing the landowner regarding the fly-tipped asbestos at the western end of Monkton Street. The situation continued to be monitored.

c) Cllr Kershaw reported that the streetlight adjacent to the Sunningdale site would be repaired by KCC in due course.

TDC had agreed to street clean along Minster Road, following complaints regarding the littering primarily from the fast food outlets at Minster roundabout. The Clerk had written to McDonalds regarding the litter issues but had not received a response to date.

The blue cycle route signs had been reinstated, and the flytipping signs were due to be replaced by TDC in the forthcoming week.

Cllr Kershaw attended an online meeting regarding the Parking Strategy Consultation, and raised concerns about the school parking issues experienced in the Village.

**11/24-25**

#### **COMMUNITY RESILIENCE PLAN**

Cllr Ransom would be attending a course this month, regarding the requirements to adopt a Community Resilience Plan for the village. An update would be provided at the next meeting.

**12/24-25**

#### **POLICIES AND PROCEDURES**

The following policies and procedures had been circulated and reviewed:

Code of Conduct, Financial Regulations, Standing Orders, Internal Controls, Risk Management Statement  
No comments were made, therefore the policies were approved for the forthcoming year.

**This was proposed by Cllr Brown and seconded by Cllr Bennett.**

**13/24-25**

#### **DATES OF THE NEXT MEETINGS**

Future Parish Council meetings would be held on 11th July, 5th Sept (Cllr Brown's apologies noted), 7th Nov 2024 in the Village Hall, 7pm.

The meeting was closed by the Chairman at 8:30pm.

*Signed.....*

*Date.....*

*Signed*.....

*Date*.....