

## MINSTER-ON-SEA PARISH COUNCIL

Minutes of Minster-on-Sea Parish Council's (MPC) Planning and Transportation Committee Meeting dated 5<sup>th</sup> January 2023 held at Minster-on-Sea Parish Council [Public Office], Love Lane, Minster ME12 2LP from 7 pm to 8.05 pm.

Present: Councillors:, Mr. M. Hawkins, Mr. K. Ingleton, Mr. B. Pointing, Mr J. Stanford (Chair) Mrs. J. Stimson and Mr. T. Nundy.

Quorum: 4

Officers: Trish Hamilton (Parish Clerk) and Mrs. Donna Swarbrick (Administrative Assistant)

Not present: Cllr. Mrs D. Wooster

Also present : 1 Resident

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22/PT/70                      Emergency Evacuation Procedure

The Chair advised the meeting of the evacuation procedures to follow in the event of an emergency.

22/PT/71                      Apologies

**Resolved** that apologies received be accepted from Councillors Mr. P. MacDonald (undisclosed health reason,) No other apologies were received.

22/PT/72                      **Declarations of Interest**

**Summary:** Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner, or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

To this end, the Chair asked Members if they have any interests to declare in respect of items on this agenda, under the following headings:

- a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.
- b) Disclosable Non-Pecuniary (DNPI) under the Code of Conduct adopted

by the Council. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak, and vote on the matter.

- c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the Member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

**Advice to Members:** If any Councillor has any doubt about the existence or nature of any DPI or DNPI which they may have in any item on this agenda, they should seek advice from the Clerk as early as possible, and in advance of the meeting.

**Resolved** with no declarations made.

22//PT/73

Minutes

**Resolved** that the Minutes of the Planning and Transportation Committee Meeting held on 1<sup>st</sup> December 2022 (Minute Nos. 22/PT/59- 69) (Pg. Nos 268 to 274) be adopted as read and approved and signed off by the Acting Chair as a correct record. Councillors Pointing and Mr. J. Stanford abstained from the vote due to not being present at that meeting.

22/PT/74

Matters Arising (For information only) included:-

MPC's response to KALC Swale Area Committee Lighting query reads: "Minster-on-Sea Parish Council does not have any lighting it needs to pay for apart from its own lighting in any around the parish office which is powered by solar lighting and therefore a minimal cost.

Our footway lighting bill is and has always been since the council's reformation in 2001 = £0. Street lighting on our main roads is paid for by Kent County Council (KCC) and in areas where the roads are yet to be adopted the developers pick up the bill until the position changes and the road is adopted and costs transferred to KCC to meet subject to certain conditions.

We understand the pressures other parishes are facing in covering their footway lighting costs feeling that an approach to KALC might be a way forward to highlight the pressure on local councils to meet these increased charges. However, knowing that there is no statutory obligation for district councils to pick up the cost, and the pressures they are facing themselves in funding terms, Minster-on-Sea PC does not feel that the funding should come from district councils per se but from higher up. We hope that in offering this viewpoint, it prompts a democratic discussion on the matter and that a resolution is found that is beneficial to all."

22/PT/75

Public Representations on Planning Applications included:-

- Resident's comment on 22/505731/FULL: Erection of first floor extension with front and rear dormers. 1A Sanspareil Avenue, Minster-On-Sea, Kent ME12 3LD.

**Resolved** with the representation noted.

For any neighbours' comments please refer to the specific application on the Mid Kent Planning Portal.

*Clerk's advice: Any representations, publicised on the Mid Kent Planning Services Portal should be regarded as unproven. The Authority has published them in accordance with the requirements outlined in the Town and Country Planning Act 1990. They may not necessarily reflect the position of the planning application being commented upon.*

22/PT/65

To consider Planning & Transportation Applications including: -

### **Support**

22/505584/FULL: Erection of single storey rear extension and first floor extension to form new dormer. 144 Scarborough Drive, Minster-On-Sea, Kent ME12 2LX **Comment:** Minster-on-Sea Parish Council's support is subject to the Case Officer raising no anomalies on the design of the roof.

22/505605/FULL: Erection of a detached four-bedroom dwelling house and shed with associated parking and landscaping. Land Adjacent To Carvell, Clovelly Drive, Minster-on-sea, Kent ME12 2SF

22/505614/FULL: Garage conversion into a habitable space. Erection of front porch, demolition of rear conservatory, installation of two rooflights and changes to fenestration. 27 Summerville Avenue, Minster-on-sea, Sheerness, Kent ME12 3LB

22/505640/FULL: Installation of 4no. security lights to front elevation. 19-23 Queens Road, Minster-On-Sea, Kent ME12 2HD. **Comment :** Minster-on-Sea Parish Council's support is subject to the Mid Kent Environment Protection Health Team's condition being made a mandatory requirement in the event of permission being granted. Reasoning= The installation of 4 security lights in this location has potential to cause a light nuisance to the neighbouring residential properties. We [MKEPT] therefore recommend the following standard condition:: No external lighting shall be installed until a detailed scheme of lighting has been submitted to and approved in writing by the Local Planning Authority prior to the commencement of the development. This scheme shall take note of and refer to the Institute of ILP Guidance Note 01/21 The Reduction of Obtrusive Light (and any subsequent revisions) and shall include a layout plan with beam orientation and a schedule of light equipment proposed (luminaire type; mounting height; aiming angles and luminaire profiles) and an ISO lux plan showing light spill. The scheme of lighting shall be installed, maintained, and operated in accordance with the approved scheme unless the Local Planning Authority gives its written consent to any variation.

22/505731/FULL: Erection of first floor extension with front and rear dormers. 1A Sanspareil Avenue, Minster-On-Sea, Kent ME12 3LD

22/505780/TPOA : TPO Application to Fell/Remove Three Sycamore Trees (T1, T2 and T4) : 4 Cardinal Close, Minster ME12 2TT. **Comment:** In these circumstances, the final decision is between the property owner and their insurer. As such Minster-on-Sea Parish Council is not objecting to the removal of the trees per se providing they are replaced with more appropriate species to the area.

22/504594/FULL: Erection of lower ground, ground and first floor rear extension, works to include raising of the roof and insertion of dormer windows and roof lights, and changes to fenestration with the addition of a canopy/porch to the lower ground floor: 25 Clovelly Drive, Minster ME12 2SF.

22/505322/FULL: Proposed single storey self-contained detached granny annex with ramped access: 87 Nelson Avenue, Minster ME12 3SF.

22/505819/FULL: Erection of new three-bedroom chalet bungalow with associated parking: 69 Barton Hill Drive, Minster ME12 3NF.

22/505575/FULL: Demolition of existing bungalow and garage. Erection of 2no. detached two-bedroom bungalows with associated parking, access and dropped kerbs: Rose Marie, 91 Scarborough Drive, Minster ME12 2NQ.

22/505854/FULL: Change of use of shop to residential dwelling including removal of existing shopfront and erection of a new front external wall. Internal alterations to form office, cinema room and bathroom: 17 Wards Hill Road, Minster ME12 2LL.

**Resolved** that except where noted no objections were raised on the above stated applications.

22/PT/77

To consider Correspondence / Notices Received (For Information Only)

- As noted.

22/PT/78

Public Forum

A resident raised concerns about road safety around the junction of Minster High Street / Back Lane and Chapel Street in Minster where parking so close to the junctions is deemed to be an issue. The Clerk advised that drivers needed to adhere to the Highway Code and road conditions when entering / exiting junctions. Members felt differently. They asked for double yellow lines to be installed by the teashop despite a concern being expressed about the possible impact on the business. Clerk to contact Mike Knowles, Swale Borough Council's Engineer to see if this is feasible and / or if there are any other options available and report back.

**Resolved** with the representation and action noted.

22//PT/79

Date of next Planning and Transportation Committee meeting: Thursday 2<sup>nd</sup> February 2023 (7 pm)