

# Cliffsend Parish Council

Cliffsend Village Hall, Foads Lane, Cliffsend, CT12 5JH  
Email: [clerk@cliffsend-pc.gov.uk](mailto:clerk@cliffsend-pc.gov.uk) Telephone: 07849 160192  
[www.cliffsend-pc.gov.uk](http://www.cliffsend-pc.gov.uk)



Draft Minutes of the Parish Council Meeting  
Held on Wednesday 19<sup>th</sup> November 2025 at 7.00pm in Cliffsend Village Hall

Present - Councillors: Chapman (Chair), Davis, Harrison, Rogers, Birchall, Shonk, Mole.  
Alison Willoughby-Browne (Clerk), Police Officer and 12 members of the public.

**34/25-26 Welcome and apologies for absence -**  
Cllr Chapman welcomed those present.

**35/25-26 Declarations of interest and co-option of new Councillor -**  
Cllr Rogers declared an interest in one payment on schedule. CCllr Shonk had put himself forward as a Parish Councillor, Chairman deferred as a mutually convenient date to meet had not been possible, CCllr Shonk explained that as a public meeting he could be co-opted within the meeting. Deferred.

**36/25-26 Adoption of the minutes of 17<sup>th</sup> September 2025 as being a true record -**  
Chairman had printed his own set of minutes which he then amended (although not present at previous meeting). Unresolved.

**37/25-26 Matters arising from the above minutes -**  
Chair requested meeting between County Cllrs and Parish Cllrs re' highway safety.

**38/25-26 Reports -**  
County Councillor – Cllr Mole; Cllr for Ramsgate, on Kent Fire Brigade and involved with adult education. Liaised with owners/Area Manager of the children's home to address issues raised by residents, hopefully no further problems. He attended the village Youth Club and will make a contribution. Cllr Mole personally paid for the Christmas tree, which is on its way. He was thanked by the Parish Council and the Village Hall Committee. Cllr Shonk had provided a members grant to the Youth Club for £1000. Chairman asked for assistance in saving Richborough household waste site, a discussion ensued, Cllr Shonk heavily involved in previous campaign.

District Councillor – a resident contacted Cllr Rogers about erosion of cliff path, recent bad weather had impacted. Cllr Rogers contacted TDC Officer - two areas to be fenced off where unobstructed to cliff top, signage will be renewed/cleaned and added to. Long term, as cliff erodes, path will need to be moved onto private land. Officers will need to work with landowners to keep the public right of way open. Coastal Engineering Manager to carry out a survey which should provide evidence to private landowners. Cllrs Rogers/Davis/Chapman attended the first day of hearing for Cottington Road development and spoke against it. Unfortunately, the Government have produced new rules which aim to facilitate construction within a 15 minute walk from a well-connected station, therefore, anticipate that developers will win this appeal. Cllr Davis recognised Cllr Mole's contribution re' children's home.

All stand united against National Grid proposals - forcing issue re' using hoverport, will destroy habitat in Pegwell Bay and across marshes. Public inquiry commenced, Cllr Chapman spoke against the proposal and submitted papers on behalf of Council and residents, not expecting a result until maybe mid next year.

Police Officer – PC Howe introduced himself, he has been a PC for Thanet villages for last few years, Cliffsend added so 7 villages to cover. Intends to do a surgery in Cliffsend and is happy to address concerns from a policing perspective. October report for Cliffsend – 19 calls to Kent Police during October, largest type being related to children in care - grateful to Cllrs for dealing with issue.

Special Constables and PC Howe conducted speed checks both on the Ramsgate/Sandwich Rd and Canterbury Rd West resulting in several Traffic Offence Reports (TOR) being issued and a small number of drivers being given words of advice.

Meadow and Park area are now being regularly patrolled, yet to locate cannabis being used at this location, which seems to be an improvement. Level of litter has reduced in the park.

PC Howe also attends Thanet Parkway and nature park in the evenings, no issues yet.

Children in village have been spoken to in relation to e bikes and e scooters. Expensive items, all e scooters are illegal and can be seized by Police for no insurance/license as they are a mechanically propelled vehicle. E bikes with motors of 250w and higher are also illegal and can be seized. Pedal assisted e bikes with motors less than 250w are classed as a cycle and as such are lawful.

On the run up to Christmas, please ensure that homes and vehicles are kept secure with no valuables on show.

A299/Thanet Way speed reduction to 50mph is set to remain for some time. Kent Police will be regularly setting up a mobile speed camera along this route so please adhere to the temporary limit.

### 39/25-26 **Financial Matters -**

Budget Monitoring – 2<sup>nd</sup> Quarter, combined balance of bank accounts at 30<sup>th</sup> September 2025 £71,525.80. Cllrs had checked the bank statement against accounts and the current budget was compared with spend-to-date and forecast spend. Cllr Birchall reconciled the accounts to the bank statements.

All Cllrs had checked the payment schedule with supporting paperwork (circulated electronically). Chair requested more notice. Contractual payments; Clerk's salary, bought-in services.

Quarterly checks and acceptance of payment schedule proposed by Cllr Davis, seconded by Cllr Birchall.

Resolved: the following approved for payment (italicised already paid).

Payee	Description	Invoice No	VAT	Ex VAT	Total
<i>Graham Mills Locksmithing</i>	<i>Removal of Padlock/Replacement</i>	<i>14511</i>	-	<i>95.00</i>	<i>95.00</i>
<i>NJL BoxGreen</i>	<i>Meadow Cut Sep</i>	<i>19873</i>	<i>30.00</i>	<i>150.00</i>	<i>180.00</i>
Cllr Chapman	Travel & Parking KCC Seminar	-	-	44.40	44.40
Cllr Harrison	Travel Expenses	-	-	38.34	38.34
Clerk	Replacement Bulbs	-	-	16.06	16.06
<b>Total for Month</b>			<b>30.00</b>	<b>343.80</b>	<b>373.80</b>

### 40/25-26 **Planning Applications -**

FH/TH/25/1091 14 Scales Drive (erection of single storey front extension)

F/TH/25/1146 Land adjacent 16 Canterbury Road West (erection of a two-bed single storey dwelling with associated parking and landscaping)

Delegated to TDC for their consideration, nothing additional to report.

### 41/25-26 **Current Topics -**

Ongoing review of Council procedures – Code of Conduct and Complaints – Chairman deferred as said Code of Conduct documents were circulated too late and that the HR consultancy would carry out a review of all procedures. Clerk explained that The Code was that used by TDC and was the Kent Member Code of Conduct.

Appointment of independent HR/H&S consultancy including virement – Cllrs had discussed at a meeting and decided on a consultancy - Peninsula, the agreement was circulated to all Cllrs.

Proposed by Cllr Davis, seconded by Cllr Birchall, Cllr Harrison against, motion carried.

This expenditure not in budget for 2025/26 so virement necessary to re-allocate funds. £11.5k over three years; £319 per month. Cost for remainder of year <£1600 re-allocated budget for democratic services. Proposed by Cllr Davis, seconded by Cllr Rogers.

Resolved: Peninsula to be appointed as HR/H&S consultancy and budget for democratic services re-allocated.

Grant applications/Christmas lights expenditure –

Youth Club - grant for £500 - correspondence received in support of Club, and volunteers gave some insight. Thanks and congratulations on first year.

Resident - grant for £100 - Christmas Fayre selection boxes.

Resolved: to financially support both applications (Local Government Act 1972, section 137)

Resolved: to fund the Christmas lights for Village Hall (Local Government Act, section 144)

Thanks to all the volunteers involved in each project, and to Cllr Young from Pegwell for offer of cherry-picker.

Update on St Augustine's Cross/Cottington Road development & Sea Link Project – discussed in District Councillor report.

Devolution & Local Government Reform (LGR) – big change, how carve up Kent into a number of unitaries. Each of Kent District Councils will make their own submission, meeting at TDC 20<sup>th</sup> November to decide on what to put forward. Cllr Birchall explained the changes are like nothing seen in last 100 years, if not careful, communities like Cliffsend will get lost in the process. He spoke about the Devolution Bill and how artificial intelligence could influence social value; how much/what we get out of council tax money.

#### **42/25-26 Clerk's Reports -**

Clerk asked that Cllrs make sure their DPIs are up-to-date.

#### **43/25-26 Correspondence Received -**

- Resident – repeated concerns re' proposed development Cottington Road; Clerk met with individuals at Planning Inspectorate inquiry.
- FOI Request – financial/governance; information supplied within timeframe.
- Resident – formal complaint against Cllr (inconsiderate parking); Chair explained that it would be inappropriate to say anything further at the meeting, being managed.
- Resident – further concerns re' dangerous driving (Sandwich Road); discussed during public questions.

#### **44/25-26 Public Questions -**

Residents discussed highways issues with Police Officer - race circuit through village including Canterbury Road West/Sandwich Road, Foads Lane. Police Officer explained the need to accumulate concerns and present to Parish Council, Police can perform checks to back up the claims to support Parish Council talks with KCC. Police can pursue if registration details/times of incidences are passed on.

Resident praised the remembrance displays and suggested that they would have a good impact if hidden most of the year and then put out maybe when Royal British Legion start the Poppy Appeal. They were left this year to commemorate VE/VJ Day 80 anniversaries.

Residents' Association/Village Hall Committee - no evidence on CCTV that lights Primrose Way had been tampered with, high winds may have been responsible. Parish Council were thanked for funding of Christmas lights.

Meeting concluded at 8.46pm

Date of next meeting - 7pm, Wednesday 21<sup>st</sup> January 2026