



RAMSGATE TOWN COUNCIL

Minutes of the Planning and Environment Committee

Venue: The Council Chamber, The Custom House, Harbour Parade, Ramsgate.

Date: Thursday 12 December 2013

Present: Councillors; Campbell, D Green, E Green, Huxley, Moore, and Shonk.

Also in attendance; E. Richford – Assistant Town Clerk and Mr D Williams – Technical Officer.

169 **APOLOGIES**

Apologise were received from Cllr Dwyer – illness.

170 **DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

171 **MINUTES**

The minutes of the meeting held on 13 November 2013 (minutes 147 to 152) were agreed as a true record.

Proposed by Cllr Moore, seconded by Cllr Campbell.

RESOLVED

172 **NEIGHBOURHOOD PLANNING**

The Committee considered a report from the Town Clerk on the formation of a Sub Committee and the Terms of Reference adopted with amendments agreed (copy of agreed Terms of Reference appended to the end of these minutes).

Resolved that a Neighbourhood Planning Sub Committee be formed.

Proposed by Cllr Campbell, seconded by Cllr Shonk.

All Members in attendance agreed to be members of the Sub Committee - Councillors Campbell, D Green, E Green, Huxley, Moore, and Shonk.

173 **COMMITTEE BUDGET**

The Committee considered a report from the Assistant Town Clerk.

Resolved that the Planning and Environment Committee recommend to the Finance and General Purposes Committee that £1,000.00 be allocated from the Councils 2014 – 2015 budget for the needs of the Planning and Environment Committee.

Proposed by Cllr Campbell, seconded by Cllr D Green.

174 **KENT COUNTY COUNCIL HIGHWAYS QUESTIONNAIRE**

The Committee considered a report from the Town Clerk on the Kent County Council Highways Questionnaire and the submitted response.

The Committee agreed that any further comment from Members should be forwarded to the Town Clerk as soon as possible in order that they may be added to the Councils response to the questionnaire.

175 **COASTAL ACCESS RAMSGATE TO FOLKESTONE CONSULTATION FROM NATURAL ENGLAND**

The Committee considered the following documents;

- a. Statutory Notice received from Natural England.
- b. Overview Document.
- c. Representations Form.

Resolved that the following comment be submitted in response to the consultation;

“Ramsgate Town Council has initiated through Explore Kent and Kent County Council, a walk from Pegwell, along coastal paths, through Ramsgate and into Broadstairs and suggests that this could be linked in to the bid”.

Proposed by Cllr Campbell, seconded by Cllr Shonk

176 **PLANNING APPLICATIONS**

F/TH/13/0883 – 100 South Eastern Road, CT11 9QD

Change of use of property to 10No. (2No. 1 bed flats, 3No. 2 bed flats, 5No. 3 bed flats) self-contained flats together with erection of two storey side and rear.

Resolved that Ramsgate Town Council raises no objection to this application.

Proposed by Cllr Campbell, seconded by Cllr Moore.

F/TH/13/0876 – 44 – 46 High Street, CT11 9AG

Change of use of first floor to café.

Resolved that Ramsgate Town Council is fully in support of this application.

Proposed by Cllr Green, seconded by Cllr Campbell.

F/TH/13/0892 – 107 Dumpton Park Drive, CT11 8AT

Erection of two storey side extension.

Resolved that Ramsgate Town Council raises no objection to this application.

Proposed by Cllr Campbell, seconded by Cllr Moore.

F/TH/13/0889 – 3 Granville Marina Court, Granville Marina, CT11 8NB

Insertion of French doors and balconies at first floor level following removal of existing windows.

Resolved that Ramsgate Town Council considers this to be inappropriate as it breaks the symmetry of the existing style.

Proposed by Cllr E Green, seconded by Cllr Campbell.

F/TH/13/0921 – 63 – 65 King Street, CT11 8NX

Conversion of basement to one bed flat together with alterations to rear outbuilding.

Resolved that Ramsgate Town Council believes that light is still an issue, the dwelling is an inappropriate dwelling for this age, and the proliferation of one bedroom flats in Ramsgate should be discouraged.

Proposed by Cllr Green, seconded by Cllr Campbell.

177 **A TOWN PLAN FOR RAMSGATE**

The Committee received the sixth report, following analysis of the Town Plan Survey, Section: Ramsgate Town Council Services, by the Technical Officer.

The Committee received the summary report, by the Technical Officer, covering all sections of the survey.

The Committee also considered the next stage in the production of a Town Plan for Ramsgate and the Technical Officer presented a template he had created.

Resolved that a meeting will be arranged in early January 2014 to consider what will be published.

Proposed by Cllr Huxley, seconded by Cllr Campbell.

The Chairman closed the meeting at 8.00 pm.

Ramsgate Town Council

NEIGHBOURHOOD PLAN SUB COMMITTEE

OF THE

PLANNING AND ENVIRONMENT COMMITTEE

General

A Sub Committee of the Town Council established to consider how and in what form any response to Community and residents groups should be in regards to Neighbourhood planning matters.

The Sub Committee will recommend to the Planning and Environment Committee and if necessary to Council; how exactly Ramsgate Town Council shall discharge its obligations under the Localism Act 2011 to facilitate the drafting of any Neighbourhood Plan(s) within the Parish of Ramsgate.

Membership, Chairmanship and Quorum

Number of Members	Up to 15, including the Chairman and Vice Chairman ex officio
Substitute Members Permitted	Yes
Political Balance	n/a.
Appointments/Removals from Office	By resolution of the Sub Committee
Restrictions on Appointment	None
Restrictions on Chairmanship/Vice-Chairmanship	None
Quorum	Four
Number of ordinary meetings per Council Year	As required by the business in hand.
Spending powers	None.

TERMS OF REFERENCE

1. To consider and recommend the response to Community and Residents groups on matters pertaining to the drafting of any Neighbourhood Plans within the Parish of Ramsgate

2. The Sub Committee will recommend to the Planning and Environment Committee in relation to :-
 - (1) Facilitating any draft Neighbourhood plan.
 - (2) Advice to be given on any draft Neighbourhood plan.
 - (3) Requests for support made in regard to any draft Neighbourhood plan.
3. To liaise with any community or residents groups seeking to submit a Neighbourhood plan in a given area.
4. The Sub Committee is to have no budget, nor to be given any powers to spend or treat with third party organisations. It may only make recommendations in this regard to the Planning and Environment Committee or in extremis with the Council directly (With the consent of the Chairman of the Planning +Environment Committee).

SUBSTITUTION

5. The appointment of a substitute member is only valid if the Town Clerk or Asst Clerk has been notified by the appointing member of the identity of the substitute member by not later than 4.00 p.m. on the date of the meeting.
6. A duly appointed substitute shall be entitled to exercise all the powers of the appointing member including the power to propose motions, speak and vote save that a duly appointed substitute for the Chairman shall not thereby be entitled to preside at the meeting.
7. If at any time the appointing member attends the meeting, the duly appointed substitute shall from that moment cease to be a member of the Committee save that any valid motion proposed or seconded by such member may be debated by the meeting and put to a vote.

DELEGATED POWERS

8. All the functions identified above (paras 1 to 4) are delegated to the Sub Committee on formation and are renewed as part of Planning and Environment Committee's powers annually by resolution.
9. The Town Clerk or in the absence of the Town Clerk, an officer delegated by the Clerk and under the oversight of the Clerk is authorised to write or liaise with Community or residents groups as instructed by the Sub Committee and to report back to the Sub Committee with any findings.
10. The Chairman of the Committee or in the absence of the Chairman, the Vice-Chairman, is authorised to speak in support of the Committee's activities with the assistance of the Town Clerk when liaising with the Community or Residents groups

during the drafting process of any Neighbourhood plan within the parish of Ramsgate. A report of any findings to be submitted to the Sub Committee at its next meeting.
