

# Sandwich Town Council Heritage and Townscape Committee



## Agenda

Chair: Cllr Ungerson  
 Councillors: Black; P Carter; Csuka; Franklin; Mallett; Marie; Ripley; Tomlins  
 Co-optees: Mrs C George and Mr K Heaven  
 Councillors and Members of the Heritage and Townscape Committee are hereby summoned to attend a Meeting in the Council Chamber, Guildhall on Monday 13<sup>th</sup> November 2023 at 18:30 to transact the business on the agenda below.

Gill Gray, Town Clerk  
 Date: Wednesday 8<sup>th</sup> November 2023

1	<b>Apologies for absence received:</b>	
2	<b>Declarations of interest:</b> To receive any declarations of disclosable pecuniary interests from Members in respect of business to be transacted on the agenda.	
3	<b>Co-option Update</b> Town Clerk to share a verbal update on the co-option following the consultation with the Sandwich Environment Conservation Group.	
4	<b>Minutes of the Heritage and Townscape Committee:</b> To receive the Minutes of the Heritage and Townscape Committee held on 9 <sup>th</sup> October 2023 and to consider any matters arising from those minutes not covered elsewhere in this agenda.	<b>Attach 1</b>
5	<b>Public Participation:</b> A 20-minute session is set aside for members of the public to make representations at the meeting in respect of the business on the agenda. Individual representations should not exceed 5 minutes. (Written notice of the desire to exercise the right to speak, together with the topic to be addressed, must be given to the Town Clerk prior to noon on the day of the meeting)	
6	<b>Street Furniture for Guildhall Forecourt/Square</b> Town Clerk to provide a verbal update in relation to progress for additional street furniture for the Guildhall Forecourt/Square.	
7	<b>Historic Boundary Wall at Empire Cinema, Delf Street, Sandwich</b> Town Clerk to share a verbal report on the current situation and progress of repair to the boundary wall at Empire Cinema.	
8	<b>Airbnb in Sandwich</b> Cllr C Ungerson to seek a debate on the approach to investigating the numbers of holiday lets which involve the entire property being let in Sandwich and the impact that the visitors have on the locality.	
9	<b>Level Crossing Incident on Woodnesborough Road</b> Members to consider a report from Cllr C Ungerson in relation to a recent incident on the level crossing on Woodnesborough Road and to consider the option offered by Network Rail for a public meeting: <b>Decision required</b>	<b>Attach 2a, 2b and 2c</b>
10	<b>Budget for Projects 2024/2025</b>	

	The RFO is currently working on a draft budget for the next financial year. Members are asked to consider if there are projects proposed for the next financial year and to estimate costs that can be incorporated in the draft budget for Council to agree: <b>Decision required</b>	
11	<b>Future Projects for H&amp;T Committee</b> Town Clerk to share a draft template for project scope that should be used for proposed future projects with likely timescales; Committee invited to feedback with any updates for individual projects and agree adoption of the template: <b>Decision required</b>	<b>Attach 3</b>
12	<b>Plaque Replacement on War Memorial</b> Town Clerk to share a verbal update on the progress with quotations for a replacement plaque on the War Memorial on Market Street.	
13	<b>Dover District Green Infrastructure Strategy Consultation</b> Town Clerk to share details of the draft response to the DDC public consultation on the draft Dover District Green Infrastructure Strategy. The consultation deadline is Tuesday 14 <sup>th</sup> November 2023. The draft response has been prepared by nominated Town Councillors: <b>Decision required</b>	<b>Attach 4</b>
14	<b>H&amp;T Committee Meeting for December</b> Members to consider cancelling the meeting scheduled for December: <b>Decision required</b>	
15	<b>Date and time of Next Meeting: Monday 4<sup>th</sup> December 2023 at 18:30 Council Chamber, Guildhall.</b>	

**Minutes of Sandwich Town Council Heritage and Townscape Committee Meeting held in the Council Chamber on: Monday 9<sup>th</sup> October 2023 at 18.30 hours**



Chair: Cllr C Ungerson  
 Councillors: I Black, P Carter, E Csuka, J Franklin, S Mallett, D Marie, L Ripley, and V Tomlins  
 Co-optee  
 Members: Mrs C George  
 Observers: 2 residents  
 Officer: Gill Gray – Town Clerk

HT.10.23.1	<b>Apologies for absence received:</b> None.	
HT.10.23.2	<b>Declarations of interest:</b> There were no declarations of disclosable pecuniary interests from Members in respect of business to be transacted on the agenda.	
HT.10.23.3	<b>Co-Optees</b> Town Clerk shared a verbal report with an update on potential co-optees; Committee were invited to agree a representative of the Sandwich Environment Conservation Group be co-opted to the H&T Committee. Cllr V Tomlins joined the meeting. <b>It was moved by Cllr E Csuka and seconded by Cllr I Black that an individual from Sandwich Environment Conservation Group with a nominated deputy be co-opted to the H&amp;T Committee. Three Members voted in favour, four Members were against, and the motion failed.</b> <b>It was moved by Cllr P Carter and seconded by Cllr V Tomlins and RESOLVED: that a representative from the Sandwich Environment Conservation Group be co-opted to the H&amp;T Committee. Two Members were against.</b>	
HT.10.23.4	<b>Minutes of the Heritage and Townscape Committee:</b> <b>It was moved by Cllr P Carter and seconded by Cllr E Csuka and RESOLVED: that the Minutes of the Heritage and Townscape Committee held on Monday 11<sup>th</sup> September 2023 were received.</b> Matters arising from previous Minutes of 2023 were discussed with progress update requested: <ul style="list-style-type: none"> <li>• The automatic payment facility on Sandwich Quay disabled toilet.</li> <li>• The Tourism Forum – TOR to be shared at STC 30.10.23.</li> <li>• The wall at the cinema and the need for a structural survey</li> <li>• Location of VIC</li> <li>• Quay Concept Study</li> <li>• Town Clerk to invite Heritage Officer and Parks team from DDC to a future meeting.</li> <li>• Cllr P Carter has contacted Walmer Parish Council and awaits a response in relation to infra-red camera proposal.</li> <li>• Plaque potential replacement at the War Memorial</li> </ul>	

	<ul style="list-style-type: none"> <li>Town Clerk to share the dates during the Local Plan Hearings that relate to Sandwich at STC meeting on 30.10.23.</li> </ul> <p>Town Clerk explained that due to limited staff resource and capacity these actions were on a list. The Town Clerk had contacted the company that installed the pay and auto access facility to the disabled toilet on Sandwich Quay and awaits a response to form an action plan.</p>	
HT.10.23.5	<p><b>Public Participation:</b></p> <p>There were no requests received for public participation.</p>	
HT.10.23.6	<p><b>Street Furniture for Guildhall Forecourt/Square</b></p> <p>Town Clerk shared a verbal update with the Committee in relation to additional street furniture for the Guildhall Forecourt/Square. Town Clerk advised that a meeting is arranged with the DDC officer who managed the project and street furniture will be discussed to include planters, the metal noticeboard versus an electronic noticeboard, additional benches, bike racks and litter bins.</p>	
HT.10.23.7	<p><b>Public Conveniences</b></p> <p>Town Clerk shared a report on the current situation in relation to managing the public conveniences and proposed winter opening hours for consideration.</p> <p><b>It was moved by Cllr P Carter and seconded by Cllr L Ripley and RESOLVED: that the recommendation to Council is that the public conveniences on the Quay and in the Cattle Market remain open for the winter period from 1<sup>st</sup> November to 31<sup>st</sup> March 2024. The opening hours be recommended to be reduced from 9am until 4pm each day for seven days a week.</b></p>	
HT.10.23.8	<p><b>Visit Kent and Whitecliffs Countryside Partnership Update</b></p> <p>Town Clerk reported that a successful meeting took place with the Tourism team at Dover District Council on Tuesday 19<sup>th</sup> September at the Dover Town Hall, Visitor Information Centre at Dover Museum. There were details of the work undertaken to promote Sandwich and the work undertaken with partners including Visit Kent and England's Coast and Tourism South East. There is a follow up meeting planned to include a visit to the Dover Museum with the Museum Co-ordinator. A debate followed that captured the following points:</p> <ul style="list-style-type: none"> <li>Concerns were raised about the negative message shared on the Sandwich Is Open website that incorrectly states that Sandwich VIC is not accepting requests and directs all enquiries to DDC VIC. Town Clerk to request the message is corrected and update DDC officers, potential to have a joint message.</li> <li>The finger boards and signage to be followed up by the Town Clerk and any Town Trails to be publicised.</li> <li>To explore the impact of AirBnBs on the town.</li> </ul>	
HT.10.23.9	<p><b>Future Projects for H&amp;T Committee</b></p> <p>The Committee considered a report from Cllr C Ungerson in relation to the consideration of future projects proposed for H&amp;T Committee. The period proposed for the projects is from January 2024 to December 2025 and have been updated with likely timescales. The Committee were invited to appoint a lead for each project and agree priorities. Cllr E Csuka commented that timescales should be agreed, and each project should be scoped out.</p>	

Cllr D Marie commented parking charges should be considered and there could be twenty minutes free parking considered and/or one free Saturday per month to encourage footfall.

Cllr C Ungerson commented that maybe three projects should be selected.

The potential projects that had leads appointed were:

- Climate change related projects – Cllr P Carter and Cllr S Mallett
- Consultation with DDC, home insulation in Conservation Area – Cllr C Ungerson
- Signage in town – Cllr J Franklin
- Parking issues and speeding vehicles, Sandwich South – Cllr D Marie
- Bike racks – Cllr P Carter – revised to 12 months timescale.
- Whole town of Sandwich – particularly Sandwich South
- Tree planting – ongoing with support for VTW
- Electric vehicle growth and the impacts – project parked for now.
- Consideration of the two consultancy reports on 1) 'A New Vision for Sandwich' commissioned by STC, and 2) the Marina Projects Report, 'Sandwich Quay: Options, Appraisal and Concept Study, commissioned by DDC – whole Committee.

Following a debate, it was agreed that the following considerations were raised with resulting actions:

- A scoping out template to be shared by Cllr E Csuka prior to the next Committee meeting.
- A report to be prepared for F&GP Committee by Cllr D Marie on the impact on next year's budget of allowing free parking, one Saturday a month in the STC controlled parking spaces.
- Carole George to share the work undertaken by the Town Team previously on the HIPs.
- Town Clerk to share any tree reports from the Volunteer Tree Warden with the H&T Committee for the next meeting.
- Town Clerk to contact DDC to establish where there is progress on the priorities identified in the two consultancy reports produced, Vision for Sandwich and Heritage Harbour and Quay Development. Cllr M Moorhouse to be approached to speak to the Leader at DDC.
- Cllr E Csuka to progress contact from a resident with a proposed project for the HIPs.
- Town Clerk to invite the DDC Heritage Officer and Conservation Planning Officer to a meeting to discuss the balance of home insulation with listed buildings and the Conservation Area.
- Cllr I Black to scope out a proposal for a community bus.
- Slow Ways National Walking Network idea to be shared with the schools and local walking groups by the Town Clerk.
- A street furniture survey to be undertaken led by Cllr E Csuka.

Cllr D Marie left the meeting.

HT.09.23.10

**Dover District Council Green Infrastructure Strategy Consultation**

	<p>Town Clerk shared details of the DDC public consultation on the draft Dover District Green Infrastructure Strategy. The consultation runs for a period of six weeks from Tuesday 3<sup>rd</sup> October to Tuesday 14<sup>th</sup> November 2023.</p> <p><b>It was RESOLVED: that Cllrs E Csuka, L Ripley and V Tomlins would meet and draft a response to the public consultation and share with Council on 30<sup>th</sup> October 2023 for approval and recommendation to be submitted to DDC.</b></p>	
HT.09.23.11	<p><b>Meeting closed at 20.19 hours.</b></p> <p><b>Date of next Heritage and Townscape Committee Meeting: 13<sup>th</sup> November 2023</b></p>	

**DRAFT**

**Report to Councillors and Members of: Heritage and Townscape Committee****Meeting scheduled for November 13, 2023****Report from: Cllr Clare Ungerson****Date: November 6, 2023****Subject: Incident at Woodnesborough Road Level Crossing, October 11th****Classification: General****Purpose of report:**

To consider: 1) a report by Cllr Ungerson on an incident, on October 11th, at Woodnesborough Road Level Crossing involving an elderly Sandwich resident; 2) a response to Cllr Ungerson's report from the Kent Route Director, Network Rail. Both the report and the letter are appended. The purpose of this report is asking the Heritage and Townscape Committee to note their contents, and to ask the Committee if they wish to accept the offer, by Network Rail, to run a community meeting with Sandwich residents to discuss issues concerning the Sandwich level crossings.

**Content:** On October 11th I was approached by a Sandwich resident who had just returned from taking another more elderly resident to the Victoria hospital, Deal. She told me this gentleman had been trapped by the level crossing gates at Woodnesborough Road crossing and had been treated at the minor injuries' unit for a laceration and severe bruising across his back. I subsequently had a long phone call from the gentleman in question, and with his consent, sent a report to the Town Clerk and the Mayor. This report is attached. The Town Clerk sent it to both Network Rail and to Southeastern trains. Southeastern subsequently also forwarded the letter to Network Rail.

The Town Clerk has now received a response to my report from the Kent Route Director, Network Rail. It is appended.

Apart from discussing the incident itself, he offers two things: 1) a discussion with the gentleman in question, which I understand is likely to go ahead, and 2) to undertake a local community event with members of our community, providing an opportunity for them to meet his level crossing team and to ask questions and 'provide reassurance that the crossing operates safely'.

I am aware that many Sandwich residents, both pedestrians and car drivers, are concerned about issues to do with the level crossings in our town. I invite the Committee to consider this offer of a public meeting and to consider the most effective way in which it can take place, where and when.

**Recommendations:**

- 1) That the Committee notes Cllr Ungerson's report on the incident on October 11th, 2023, and the response to that report by the Kent Route Director, Network Rail.
- 2) That the Committee accept the offer of a public meeting with Network Rail and decide how and when that meeting should best be arranged.



Councillor Clare Ungerson  
Deputy Mayor  
Sandwich Town Council  
The Guildhall  
Cattle Market  
Sandwich, Kent  
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1 Puddle Dock  
London  
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24 hour National Helpline  
03457 11 41 41

3 November 2023

Dear Councillor Clare Ungerson

### **Response to the Woodnesborough Level Crossing Incident on 11 October 2023**

Thank you for your letter dated 23 October 2023 to [redacted], Head of Safety & Environment at Southeastern Railway. The letter has been forwarded to myself as I and my team are responsible for level crossing safety, so we are in a more appropriate position to provide a response.

At Network Rail, our aim is 'Everybody Home Safe Everyday', and so safety is a top priority. My team and I are sorry to hear about the level crossing incident at Woodnesborough Crossing that a member of your constituency was involved in on 11 October 2023. We wish [redacted] well and hope that he has a speedy recovery from the incident.

The incident was reported to our Railway Control shortly after it occurred on 11 October 2023 which enabled us to investigate what happened and confirm whether there were any aspects of the level crossing operating incorrectly on the day. This is also in light of a separate incident two weeks before this incident involving a train passing through a red light at the same crossing, for which a separate ongoing investigation is being undertaken. I acknowledge that there may be a sense of nervousness amongst the community on the operation of this level crossing as a result of these two incidents.

I am happy to share that the analysis completed by my team on the incident on 11 October 2023, including the review of hi-definition CCTV at the crossing, confirms that the level crossing was operating correctly as we would expect it to. The signaller followed the right procedures and the crossing operated as per our safe system of operation; the warning sirens and amber and red warning lights worked correctly in advance of the barriers coming down, and the white safety markings on the road were visible to warn people of the safe side to stop and wait once the warning sequence started. We typically expect pedestrians to have moved to a position of safety behind the white line to allow space for the barriers to lower as and when the warnings occur.

Woodnesborough Level Crossing is operated by a Signaller at Sandwich Signal Box via CCTV. The signaller receives an alert to advise him that a train is approaching the crossing.

Upon receiving this alert, the signaller turns on the CCTV screen that overlooks the crossing, performing a check over the crossing, making sure the crossing is not obviously obstructed. The signaller then presses a button to start the amber and red lights and audible alarms at the crossing, continually checking that the crossing is clear or will be clear before the barriers lower. The amber lights should show for approximately 5 seconds, and immediately the amber light sequence has finished, the intermittent red lights should show.

Approximately 6 to 8 seconds later, the left-hand barriers (in the direction of the road traffic) will then start to lower and when fully lowered this is followed by the right-hand barriers (in the direction of the road traffic) approximately 5 seconds later. The time for each barrier to reach the lowered position should normally be 6 to 8 seconds. If the crossing becomes obstructed at any point during this time, the signaller can stop the barriers from lowering for which this happened. Once all barriers are down and the signaller has checked again that the crossing remains clear, the signaller presses a button to allow the train to proceed over the crossing.

In this instance, [redacted] heard the warning yodels sound when he had already taken a few short steps on to the crossing. Given the serious operation that he has recently undergone, it would appear that his mobility is limited while his recovery continues. The CCTV footage shows [redacted] trying to step backwards once he is aware that the barriers are about to close. There is over 10 seconds between the first warning and the barriers starting to lower. As [redacted] is walking backwards and faces difficulty when doing so, he is unable to get back in time before the barrier lowers. I am sure that this was a huge concern for [redacted], and he made the right decision to make an effort to move to the closest area of safety to him, which was behind him at the time.

Incidents like these do occur, albeit in very low numbers, and we take each incident seriously. We do undertake a number initiatives such as safety enhancements to the crossing, level crossing tests and working closely with our communities (including schools) to educate them on how to use level crossing safely. In fact, within a 3-mile radius of the crossing, we have recently engaged with 1 primary and 2 secondary schools, and within a 5 miles radius, all of the primary schools and 7 secondary schools. This includes speaking with the new year 7 intake at Sandwich Technology School earlier in October.

I would like to provide a level of assurance around the safe operation of this level crossing to your constituents by undertaking the following two activities, subject to your approval.

1. Offer a meeting with [redacted] and my level crossing team, to listen to his feedback and take him through how the level crossing operates so he can confidently use the crossing safely in the future.



2. Undertake a local community event with members of your community, providing an opportunity for them to meet my level crossing team and to ask questions and provide reassurance that the crossing operates safely.

I hope that the information included above provides reassurance that the level crossing was operating correctly on 11 October, and that the continued safety of the crossing is not compromised. We are keen to continually work with our communities to ensure that people feel safe when using a level crossing, and I hope that you endorse the two activities which I have proposed above.

Please pass on my best wishes to [redacted] as he continues his recovery from his operation, and thank you for raising this important issue.

Yours sincerely,

A handwritten signature in black ink, appearing to be "A. [redacted]". The signature is written in a cursive style and is positioned above the typed name.

Route Director, Kent

ALMOST A CATASTROPHE: INCIDENT AT THE WOODNESBOROUGH ROAD LEVEL  
CROSSING

October 11th, 2023

This statement outlines the details of a potentially very serious incident that occurred on October 11th at approximately 11.45am. An elderly gentleman (aged 89) was trapped by a level crossing gate at the Woodnesborough Road level crossing in Sandwich, Kent. The gentleman has asked me, in my capacity as a Town Councillor and Deputy Mayor, to bring this to the notice to Sandwich Town Council, so that the Town Clerk and the Mayor can write to the relevant authorities - Network Rail and Southeastern Trains - and request that they immediately ensure that nothing like this can ever happen again.

Details

Mr [REDACTED], aged eighty-nine, is currently staying with his son, who works at [REDACTED], at [REDACTED]. He has been staying with his son since early June, recovering from a serious spinal operation. Over the past few months [REDACTED] has slowly recovered his mobility such that he is now able to walk, with the aid of a wheeled frame, quite long distances.

[REDACTED] is in the habit of walking into central Sandwich from Sandwich Leisure Park to the Sandwich Retirement Centre, where he has lunch most weekdays. This walk involves crossing the railway line at the Woodnesborough Road level crossing. Until last Wednesday, October 11th, he had never encountered a problem. There had always been ample warning of the gates coming down: a bell rang, and the red warning lights flashed before the gates came down.

On Wednesday October 11th, at about 11.45am, [REDACTED] proceeded to start to cross the level crossing from the Sandwich Leisure Park side. No bell rang and the lights did not flash. ([REDACTED] assures me he has good vision and hearing). Nevertheless, without these standard warnings, the gates descended and [REDACTED] was trapped by one of them which landed on his left shoulder. He attempted to lift the gate and was unable to do so. Fortunately, a car driver on the other side of the crossing saw what was happening and was able to phone the emergency incident phone line. Shortly thereafter the gates were lifted and [REDACTED] was freed. [REDACTED], once freed, also spoke to someone on the emergency phone and told that person what had just happened.

[REDACTED] was very shaken up and took himself to Sandwich Medical Practice which is fairly close by. They advised him to go to the Minor Injuries Unit at Victoria Hospital in Deal for a proper examination. At the Minor Injuries Unit, he was found to have a ten-centimetre abrasion on his back and shoulder and told that he would have a very large bruise.

phoned me the following morning. He was in considerable pain and had had a sleepless night as a consequence. He considers himself lucky that nothing worse had happened, as so easily could have been the case.

was also particularly concerned that he had been told by the Receptionist at the Sandwich Medical Centre (or it could have been the nurse at the Victoria Hospital) that another similar incident had recently occurred. is anxious that such an event might recur, and he knows that this crossing is frequently used by young families, with children in buggies.

#### Postscript

I am a Town Councillor and Deputy Mayor of Sandwich Town Council. An incident such as this is very alarming. Any pedestrian or car driver approaching that level crossing is apparently at risk of life-changing or life endangering consequences. I have no idea how this could possibly have happened, but the responsible authorities must put in place a proper enquiry and a robust system to ensure this can never happen again.

I need hardly remind the responsible authorities that we increasingly live in a very litigious society and that there are substantial financial risks also at stake here.

**Councillor Clare Ungerson**  
**Deputy Mayor, Sandwich Town Council**  
**October 14th, 2023**

<b>Report to Councillors and Members of: Heritage and Townscape Committee</b>
<b>Meeting scheduled for 13<sup>th</sup> November 2023</b>
<b>Report from: Town Clerk</b>
<b>Date: 8<sup>th</sup> November 2023</b>
<b>Subject: Future Projects for Committee 2024-2025</b>
<b>Classification: General</b>

**Purpose of report:**

To note the following:  
 At the H&T Committee meeting in October the list of proposed projects were discussed and a table report produced for the meeting.

**Content:**  
The context for project and priority setting – this is repeated from last month for ease of reference.

- Some general signposts can be used to help us identify issues we wish to work on. These include:
- The Town Council’s commitment to ameliorate the Climate Change Emergency.
  - The need to ensure the commercial centre of Sandwich remains attractive to residents and to visitors.
  - Parking issues for both residents and visitors.
  - Attention to be paid to the *whole* town of Sandwich. ‘Heritage’ may be particularly important in Sandwich North, but ‘Townscape’ applies to the entire town.
  - The need to cater for a very rapid growth in electric vehicles over the next ten years.

In addition, there are in existence two consultancy reports which are relevant to our work: 1) The Rummery report on ‘A New Vision for Sandwich’ and 2) the DDC consultancy report on the future of the Quay.

The recent designation of Sandwich as a ‘Heritage Harbour’ will also have implications for our work. The Town Team flags up many issues, in particular speeding and parking. The Heritage and Townscape committee should work closely with the Town Team but develop its own priorities, which must be doable.

The final signpost must be the question of cost and its concomitant - funding. Our aim should be to achieve as much as possible as cost efficiently as possible. One way of prioritising projects is to pick those projects which deliver a lot of gain for little cost. (A recent example of this is the removal of an iron bar across two bollards at the top of Milk Alley. This was very cheap to do and has delivered a major gain in the form of a traffic free route through part of the town for mobility scooter and large buggy users).

Moreover, where possible we should seek joint funding with other organisations such as DDC, KCC, and various NGOs such as the Environment Agency, sponsorship from local commercial enterprise such as hotel and pub chains and Discovery Park, and funding from outside bodies such as the Heritage Lottery Fund and local funding organisations. Inevitably the funding priorities of these funders will feed into our own priorities.

Projects

- 1) Climate change related projects. Some projects are already in train. With the help and advice of the voluntary Tree Warden and the Sandwich Environment and Conservation

group we are developing tree planting programmes. We are also considering proposals for the development of a Moat Park, as advocated by Dr Stephen Fuller. There is outside funding for this kind of project, and we should develop an action plan.

In addition, we could consider developing a more cycle friendly town, with, for example, many more bike racks located where people can oversee them as they enjoy the amenities of Sandwich. And we need to review the position re insulation of dwellings, particularly within the Conservation Area where currently DDC Planning seem to outlaw solar panels and double glazing even when it is invisible to the naked eye.

2) Commercial vibrancy projects. We should consult with local shopkeepers and restaurateurs about what they see as their top priority. (They will no doubt stress greater visibility for Sandwich on tourism websites and social media. These issues are best managed by the new Tourism Forum.) This committee could assist by considering the whole question of signage in the town - which is seriously inadequate, invisible, and dated.

3) Parking issues Parking is the responsibility of DDC and there is very little STC on its own can do about charges for both residents and visitors and availability of parking space for both groups. This committee should also note that any conversion - for example, of the Quay - of existing parking space to another purpose has considerable implications for parking availability in Sandwich North. The whole issue of parking space in Sandwich South, which is crammed with parked vehicles, is also very complicated with some residents wanting more parking to reduce traffic speeds and others asking for less parking to ease traffic holdups and the possibility of damage to cars by passing traffic. It may be that this committee decides the issue of parking is too complex for it to develop a project around it.

4) Attention to the whole town of Sandwich Essentially this means we should pay more attention to the Heritage and Townscape needs of Sandwich South. A committee walkabout, combined possibly with a public meeting for residents of Sandwich South, would help identify issues in this part of town. That said, it is already well known that speeding along Deal Road and Woodnesborough Road is a problem. This committee could consider trying to persuade KCC Highways to introduce speed bumps and other speed restriction methods here. In addition, the distance that people have to walk to get into town and the paucity of bus service along the Woodnesborough Road could also be addressed by this committee, both by talking to Stagecoach and by considering the possibility of a Community Bus that would serve all of Sandwich's outlying areas such as Sandwich South, Sandown Road, Ash Road etc. There may be funding and sponsorship opportunities for a Community Bus which need to be explored.

5) Electric vehicle growth Central government policy is to promote electric vehicles and from 2030 it will be impossible to purchase a new car that uses fossil fuels. This committee needs to take a view about the implications for Sandwich, both car users and pedestrians. Is there anything the Town Council can do to make vehicle charging easier for residents and visitors? In the Conservation Area there are very few, if any, lampposts that could be used as charging points for residents. It may be that there is really very little that STC can do on this issue, and we should stop worrying about it. But the advent of very quiet vehicles is also a concern since it will make the competition between pedestrians and cars that presently exists in central Sandwich even more dangerous. The committee should take a view on whether there is anything that it can do to alleviate this impending problem.

6) Two Consultancy Reports with two big takeaways The two main takeaways from each of these reports is a) the possibility of pedestrianisation of the town centre and b) development of the Quay both as a mooring, particularly for historic boats, and changing part of the Quay car park into a different kind of leisure orientated space. Both pedestrianisation and reduction of parking space are very controversial. Moreover, the development of the Quay into a much more successful mooring for interesting boats entails dredging and maintenance of the river, and

provision of high-quality facilities for visiting sailors. All of this would cost large amounts of money. But this committee would not be doing its job properly if it does not at least take the lead in a town based 'conversation' about these issues and investigates what funding sources might be available.

### Summary and conclusions

Possible projects:

- a tree planting action plan
- the 'Moat Park' proposal  
(Both have related funding opportunities)
- discussion with DDC Planning re insulation and energy conservation particularly in the Conservation area.
- development of more bike racks which are close to Sandwich's amenities.
- better signage into and within the Town Centre
- discussion with KCC Highways re speed restrictions and traffic calming in Woodnesborough Road and Deal Road
- discussion with Stagecoach re reinstatement of a bus service in the Woodnesborough Road
- consideration of a Community Bus and investigation of relevant sponsorship and funding opportunities
- discussion at committee level initially on the issue of electric vehicle growth and its implications for Sandwich
- The HandT committee take the lead in a 'conversation' about the two consultancy reports and their implications for the Town Centre and for the Quay and the moorings.

### **Recommendations:**

That the Committee note the projects list which has been updated.

That the Committee adopts the template for scoping a project.

## H&T Proposed Projects

Project	Potential Timescale	Named Lead for the Project	Progress
Home Insulation and climate change related projects	One year	Cllr P Carter/Cllr S Mallett	
Consultation with DDC re. home insulation in Conservation Area	Three months	Cllr C Ungerson	
Signage in town	One year	Cllr J Franklin	
Parking in Sandwich North and South	Eighteen months	Cllr D Marie	
Tree planting action plan	Two years	Ongoing for VTW with support	
“Moat Park”	Two years		
Community Bus and other bus improvements feasibility study	One year	Cllr I Black to scope the project	
Heritage Harbour and Quay development	Two years	Whole Committee	
Speeding and HIP	One year	Cllr D Marie/Cllr E Csuka	
Bike racks	Six months		
Electric charging points and vehicle growth	One year	Parked for now	
Slow Ways National Walking Network	Six months		
Bike Racks	Twelve months	Cllr P Carter	
Whole town of Sandwich – particularly Sandwich South		Whole Committee	
Consideration of two consultancy reports on 1) ‘A New Vision for Sandwich’ commissioned by STC, and 2) the Marina Projects Report, ‘Sandwich Quay: Options, Appraisal and Concept Study, commissioned by DDC		Whole Committee	

<b>Project Manager:</b>	
<b>Project Description:</b>	
<b>What's in scope (included in the remit of the project):</b>	
<b>What's out of scope (not included in the remit of the project):</b>	
<b>Key Stakeholders:</b>	
<b>Key Milestones - with estimated delivery dates:</b>	

**Report to Councillors and Members of: Heritage and Townscape Committee****Meeting scheduled for 13<sup>th</sup> November 2023****Report from: Town Clerk****Date: 8<sup>th</sup> November 2023****Subject: DDC Green Infrastructure Strategy Consultation****Classification: General****Purpose of report: To provide draft response to the DDC public consultation on the draft Dover District Green Infrastructure Strategy.**

Dover District Council welcome views on the draft Dover District Green Infrastructure Strategy, which sets out the Council's approach to improving the network of green infrastructure across Dover district by:

- Creating more habitat for nature.
- Having quality public open spaces.
- Managing green infrastructure to adapt to the changing climate and support health and wellbeing.
- Having green infrastructure at the heart of new development planning.
- Working with our partners, communities, and residents to have more, improved, and better-connected green infrastructure.

Please see here for more information: [Dover District Green Infrastructure Strategy](#)

The consultation runs for a period of 6 weeks from Tuesday 3rd October 2023 until Tuesday 14th November 2023.

You can submit comments via the [consultation website](#) or via email to [biodiversity@dover.gov.uk](mailto:biodiversity@dover.gov.uk)

**The following is a draft response prepared by nominated Town Councillors and Members are asked to consider and approve as a response to DDC.**

Sandwich Town Council has reviewed the consultation document and although supporting the overall intentions, wishes to raise a number of issues for consideration as part of this consultation process.

1. There appears to have been no local consultation prior to the drawing up of the draft document, which has resulted in various omissions and certain errors specific to Sandwich. In Sandwich there are a number of active stakeholders who are already taking significant steps to improve the environment and it would have been preferable to have had the strategy developed with direct input from such groups.

These include our Voluntary Tree Warden, the Sandwich Environment Conservation Group, the Sandwich Bay Bird Observatory, and the Sandwich Town Council Heritage & Townscape Committee, which is taking a pro-active stance in developing & maintaining a green & bio diverse town. The lack of input from these groups has meant that some of the suggestions for Sandwich have not considered what is currently happening here, or what needs to happen in the future. For example, regarding the action to Develop & Implement a Tree Strategy, our Voluntary Tree Warden has already implemented many of the actions mentioned. Gazen Salts is referred to as having the potential to become a Nature Reserve when it is already established as one, and there is no mention at all of Sandwich's other nature reserve, Monks Wall.

Some of the terms used are also unclear. In the section 'Spatial Actions - Sandwich' a strategic park is mentioned. What is this? Likewise in the section 'Develop and Implement a

Walking & Cycling Strategy' there are references to GI principles and R1, but with no explanation of what these mean.

Reviewers must be able to understand the context to respond fully.

2. There is a major problem with developers who do not comply with biodiversity requirements identified at any stage of the planning application & thereafter. Developers need overseeing at all stages from planning to completion & beyond. There needs to be an ongoing process to monitor & audit that planned actions are carried out, & if not, there must be some form of redress.

In Sandwich there are at least 4 examples of where this has not happened, with developers ignoring such requirements. These are Fellowship Walk, The Lymes, Montagu Place & the Water Park.

Any monitoring of compliance by developers should include a nominated person, with responsibility for overseeing compliance, together with key dates & a reporting process to ensure that the development stays on track, with potential for penalty clauses.

There is no indication in this document of how the biodiversity requirements would be monitored.

3. Water Systems. Sandwich has a complex waterway system running around & through the town. Over many years a number of steps have been taken to improve the flow of water and reduce stagnation, however residents continue to raise concerns about water quality and the problems of stagnant water. There has been a clear failure to address this problem and improve the biodiversity of these waterways. This report fails to recognise this very important issue for the town.

4. A major issue which is not mentioned, but again has a very profound and long reaching impact on biodiversity, is litter. And it is a problem which will only worsen with the potential closure of the Richborough or Deal Household Waste Recycling Centres. Fly tipping is already a major problem, as are litter louts. Without serious action taken to tackle this problem there can be little improvement to the biodiversity of our landscape.

5. The strategy should also include a review of the use of pesticides by councils, & how this can have a negative influence on the environment.

6. There should be proactive management of the rewilding of our verges, grasslands and other green spaces, and a promotion of a change to the practice of using plants such as geraniums and pansies for spaces like roundabouts. Wildflower planting would be much more appropriate. Likewise, it would be better if some of the grass areas in Sandwich, such as those along the town walls, were not so ruthlessly mowed.

7. Sandwich is increasingly an important destination for cyclists who use Route One And Route Fifteen to come into the town. As part of the Council's strategy to increase visitor numbers here, the council has identified the need to become much more cycle friendly. Secure parking for cycles, both at the railway station and in the town, itself is urgently needed. Investing in an improved infrastructure for cyclists will have considerable benefits for Sandwich commerce as well as addressing climate emergency issues and increasing well-being.

8. The town also needs more electric charging points. Many residents particularly in the town centre are unable to have these at their property, so there is a need to provide them in publicly accessible locations. This will become a more pressing need as we head towards 2030.

9. There is no mention of budget or funding allocation in the context of achieving the strategy's measurable objectives.

10. DDC has a target of net zero by 2030 for the council's own estate, but there is no mention of how this can be achieved without addressing the wider issues re continued reliance on fossil fuels, petrol and diesel vehicles, gas boilers & poor housing insulation.

In conclusion the report is unnecessarily long and over wordy, with the preamble dominating the strategy. There are also a number of key documents referenced, e.g., from the Wildlife Trust, which are not easily accessible to the reviewer.

There need to be measurable key outcomes to assess and evaluate progress towards the fulfilment of the strategy's objectives.

Finally, as the strategy moves towards implementation, Sandwich Town Council would hope to play a more active role in supporting the delivery of the objectives rather than being regarded merely as consultees.

**Recommendations:**

The H&T Committee is invited to consider and approve the comments to be submitted to DDC in response to the public consultation on the draft Dover District Green Infrastructure Strategy.