

Shepway District & Parish Councils' Joint Committee

Held at:	Middelburg Room, Civic Centre, Folkestone
Date	Thursday, 16 November 2017
Present	Councillors Graham Allison, Peter Coe, Sally Edwards, John Heasman, Frank Hobbs, Mrs Jennifer Hollingsbee, Christopher Mason, Neil Matthews and Martin Sweeney
Apologies for Absence	Councillor Roger Wilkins
Officers Present:	Kate Clark (Committee Services Officer), Katharine Harvey (Head of Economic Development) and Amandeep Khroud (Head of Democratic Services and Law)
Others Present:	

14. **Appointment of chairman**

Councillor Frank Hobbs was appointed Chairman of the meeting.

15. **Declarations of interest**

Councillor Mrs Jenny Hollingsbee made a voluntary announcement in that she owns two properties nearby to Otterpool Park. She remained in the meeting during discussions.

16. **Minutes**

The minutes of the meetings held on 21 September and 5 October 2017 were submitted, approved and signed by the Chairman.

17. **By-Election costs**

Report C/17/42 was presented to Cabinet and agreed on 11 October 2017.

Amandeep Khroud, Head of Democratic Services and Law presented this report to the Committee.

Mrs Khroud advised this had been adopted by Cabinet and attention was paid to Appendix 1 Scale of Fees.

Members expressed concerned with regard to:

- staffing levels
- costs to Parishes
- difficulty in gauging and budgeting for number of by-elections in a year
- base figure for calling a by-election

Councillor Graham Allison used the recent by-election at St Mary's Bay as an example with regard to the concerns above.

Mrs Khroud assured members that a response from the Electoral Services Manager would be forthcoming to Councillor Allison.

18. **Empty Retail Properties**

A presentation was given by Katharine Harvey, Head of Economic Development. A copy of this is attached to the minutes.

Mrs Harvey explained to members that in collating the figures it was apparent that three quarters of empty retail properties are in Folkestone with Guildhall Street, Sandgate Road and Tontine Street being the main empty retail property density.

In this respect it is important that vitality and interest is brought to Folkestone possibly looking at fringe theatres, pop-up shops and street markets.

Mrs Harvey said that as a District the empty retail properties rate is 9.5%, with the national rate running at 9.3% although some bodies report a national rate of 11%.

Members were keen to point out that other areas in the District are in the same situation, however were mindful of changing shopping habits which could mean looking at different ways to regenerate high streets.

19. **Empty Military Properties update**

The Chairman, Councillor Frank Hobbs, advised members that Mr Adrian Hammond, Housing Strategy Manager, had written to Annington Homes, the owners of the properties in Lydd, to see if they are able to work with the District Council to bring the properties into use for local people, if they are empty.

Councillor Martin Sweeny informed members that an email had been received from Annington Homes with a view to setting up a meeting to discuss this issue. He is aware there are approximately ten properties in Lydd with potential.

It was mentioned that there are probably other MOD properties in the district with this potential, however they would need to be released for civilian use before any discussions can take place.

20. **Otterpool Park update**

On behalf of the officers involved with Otterpool Park, Mrs Khroud advised members of the following:

Charter

- The Charter was reported to Cabinet on 11 October 2017 and they considered the comments of the joint parishes meeting along with a wide range of comments from other stakeholders.
- Cabinet agreed proposed revisions to the document and gave delegated authority to officers to complete the Charter in consultation with the Leader of the Council.
- Officers have now agreed the necessary changes with the Leader and the final document will be published on the website shortly along with a schedule of the comments received.

Core Strategy Local Plan Review

- A first draft of the proposed revisions to the Core Strategy Local Plan are proposed to be reported to Cabinet on 14 December 2017 (subject to change).
- The main proposed revision to the plan will be an additional strategic policy that allocates Otterpool Park as a new garden settlement.
- The recommendation will be for the draft revisions to the Core Strategy Local Plan to be subject to (Regulation 18) public consultation early in the new year (probably February). This will be the first formal six week consultation on the revisions to the Core Strategy.
- The policies in the current Core Strategy Local Plan for Folkestone, Hythe and New Romney are likely to remain largely unchanged. Some additional growth at Sellindge is likely to be proposed. No new growth other than Otterpool Park and Sellindge is proposed at the villages.

Landowner update – Masterplanning

- The promoters report on the emerging framework masterplan will not now be considered by Cabinet until early 2018 and following the cabinet meeting will be available to view on the Otterpool Park website. Other additional updates will be included on the website as soon as they are ready. Further consultation will take place early next year in advance of the submission of the planning application in the Spring.
- Cabinet considered a report on the long term stewardship of Otterpool Park on the 18 October and agreed some principles concerning the

responsibility for open space, public realm and non-commercial community buildings. It is likely that these will be the responsibility of a new body with income from a range of sources. While a Trust is likely to be the most suitable modal initially, future transition to a town council should be allowed for.

21. **Poster distribution and circulation with Parishes**

Councillor Hobbs advised members that the District's Communications team occasionally produce poster/flyers about events or changes to the way Shepway provides services that parishes may wish to place on their noticeboards for residents' information.

Members agreed that this was a good suggestion and have asked that posters/flyers are provided as hard copies and posted out. Parish clerks, initially, would need to be contacted by email to ask the following:

- How many copies required for each parish.
- How far in advance of events would the information be required.

Empty Retail Properties

Shepway District & Parish Councils Joint Committee

16th November 2017

Dr Katharine Harvey
Head of Economic Development

Commercial Properties

2,787 rated commercial properties - 75% of all rated properties

Total Rateable value of commercial properties £48.25 mill

Total Liability value of commercial properties £18.78 mill

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Multipliers for RV to LV

Standard 0.471 Small business 0.462

Business rates

– SDC 40%, Central Government 50%,

Other 10%

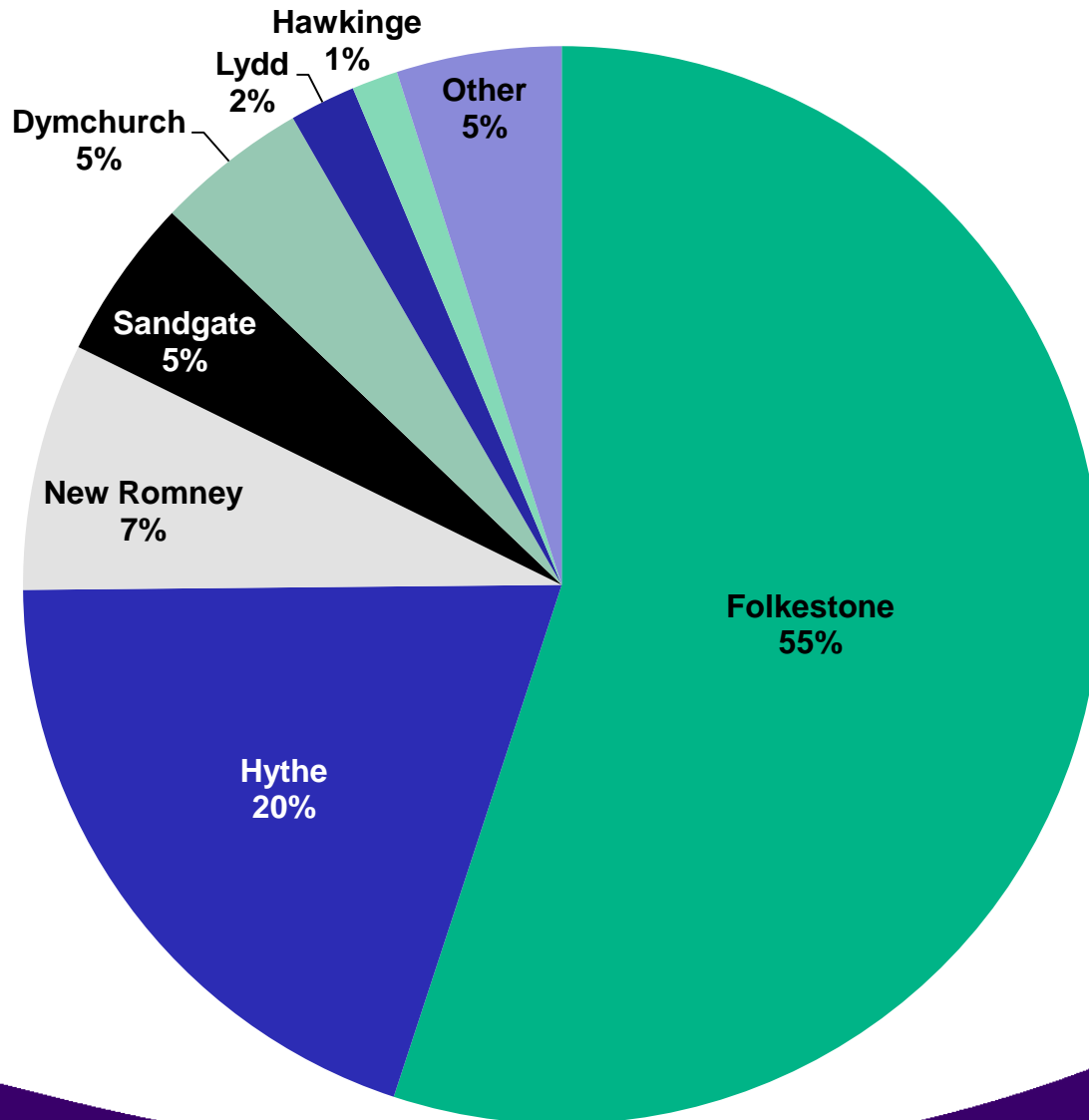
Commercial Properties

Categories	Total No. of Properties	Total Rates Liability
Retail	1010	£9,641,618
Leisure	261	£2,093,860
Offices	578	£2,763,722
Industrial units, Factories, Workshops	443	£1,806,231
Storage, Distribution & Warehousing	477	£2,478,672
TOTAL COMMERCIAL	2,787	£18,784,102

Retail Properties

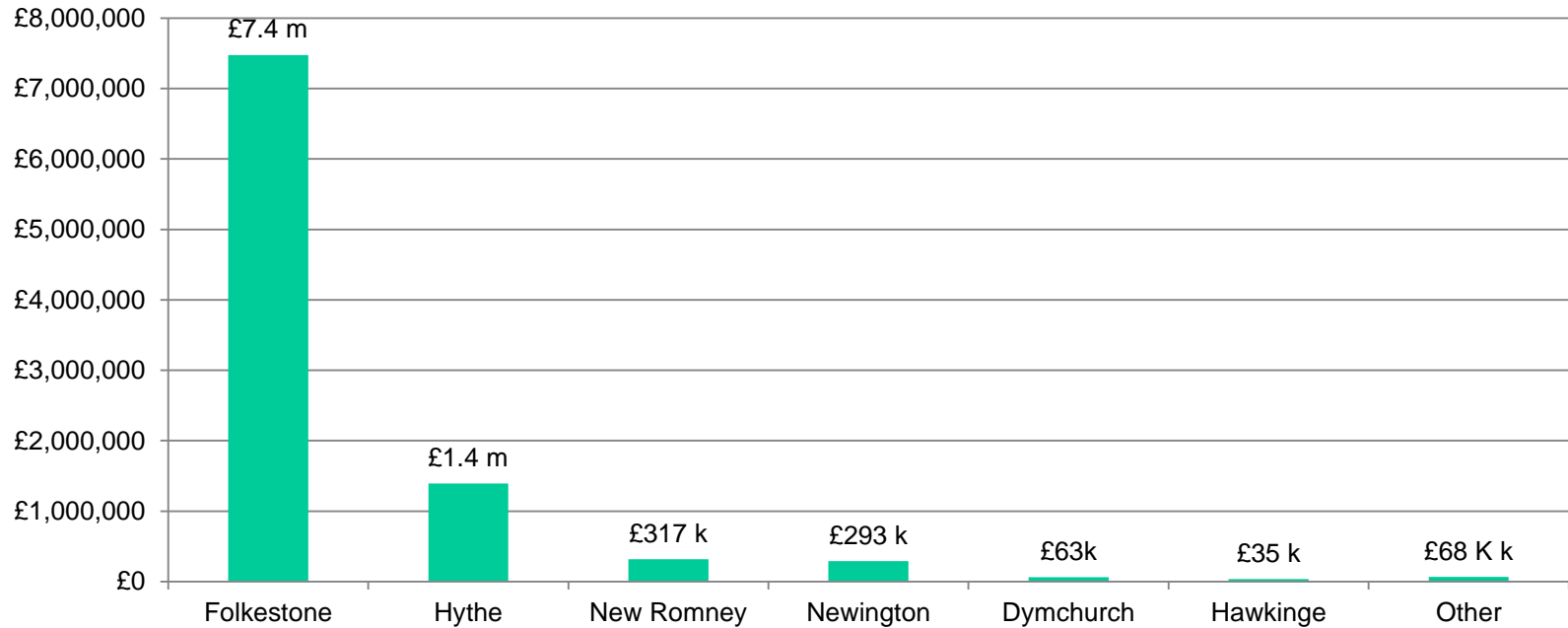
	No.of Properties	Total Rateable Value
Amusement Arcade/Park	5	£125,250
Banks	16	£446,150
Betting Shops	6	£86,000
Hairdressing Salons	42	£217,695
Launderettes	2	£11,000
Retail Warehouse	12	£2,460,500
Shops	919	£11,064,875
Superstore	8	£7,980,000
Retail Total	1010	£22,391,470

Retail Property in Shepway



Total Rates Liability from Retail Property

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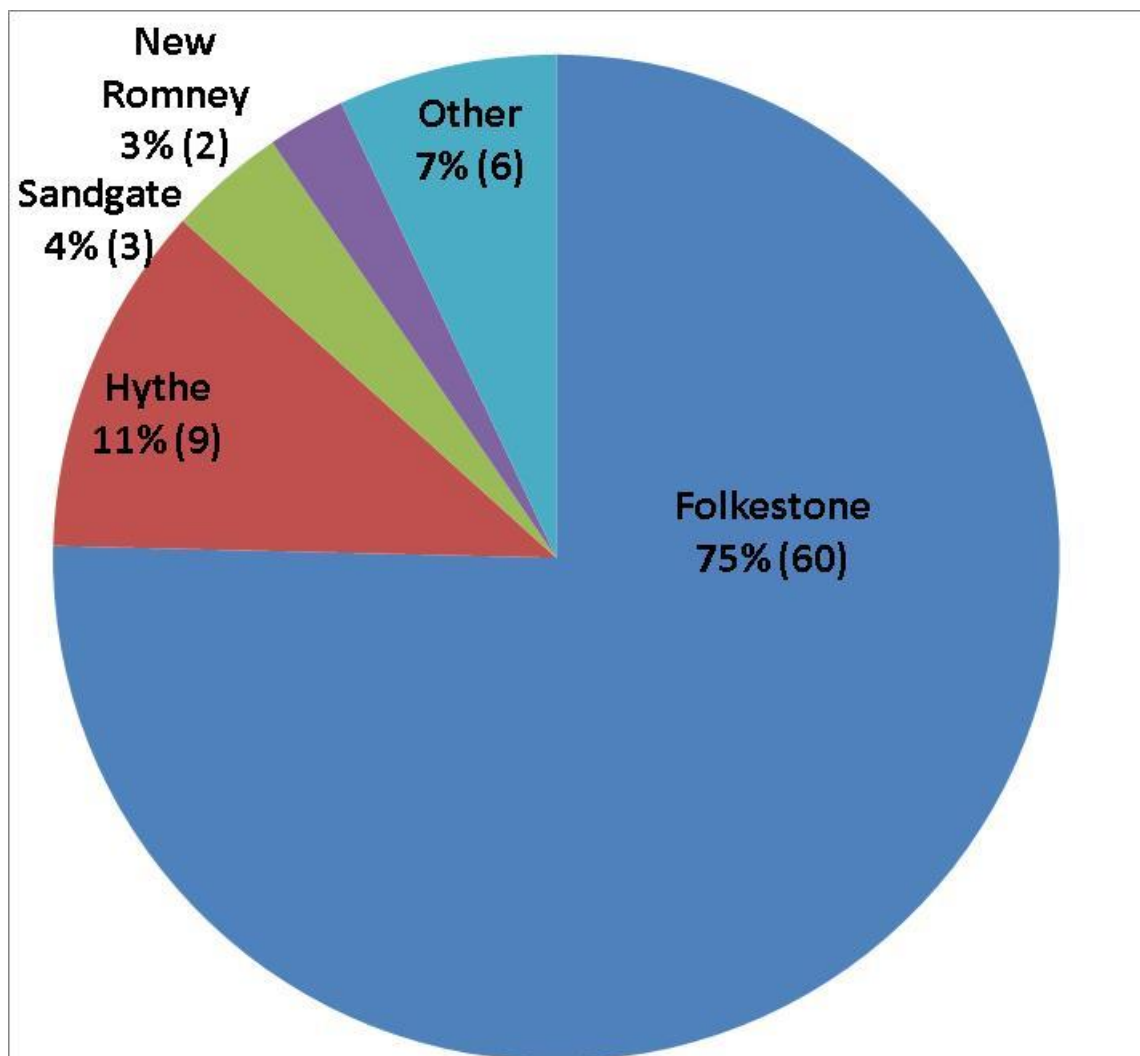


Empty Retail Properties

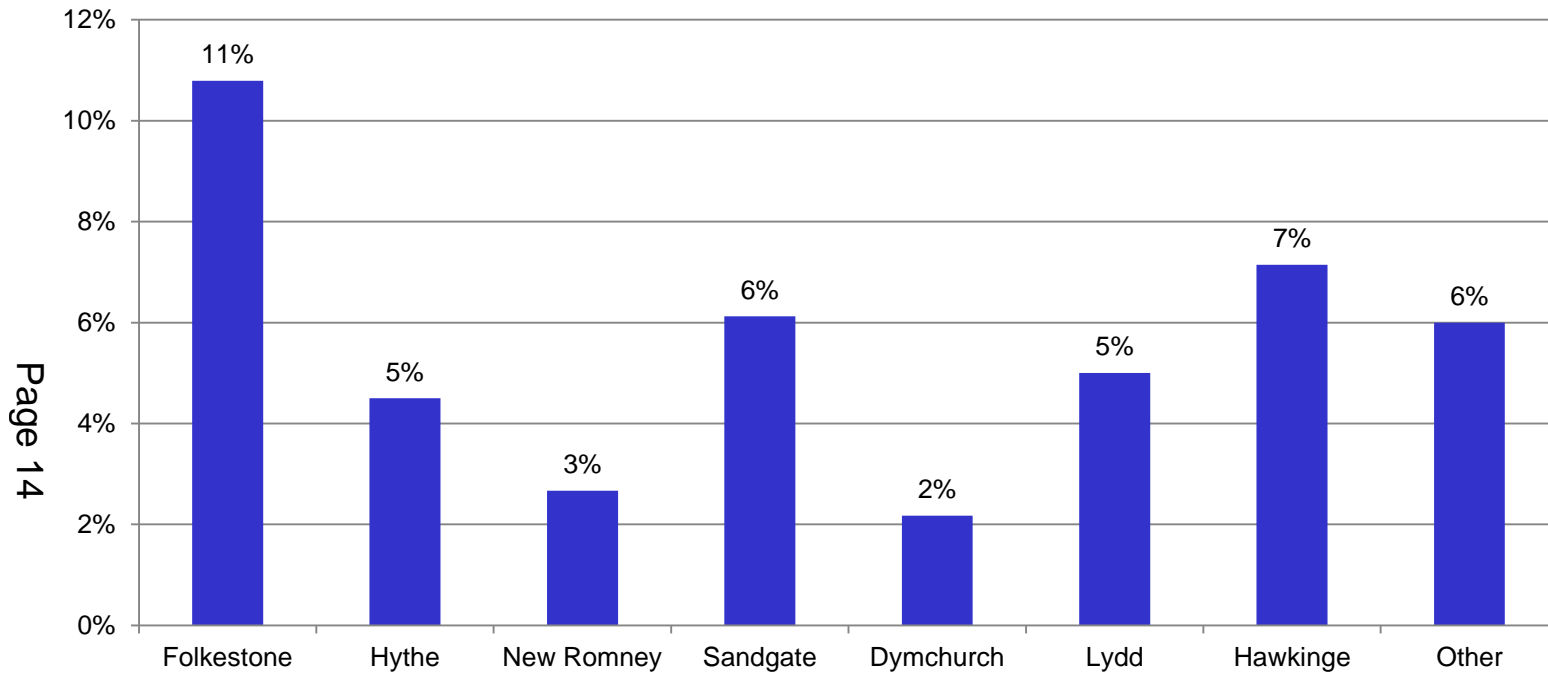
Categories	Total No. of Properties	No. of Empty Properties	% of Empty Properties
Amusement Arcade/Park	5	0	0.0%
Banks	16	2	12.5%
Betting Shops	6	0	0.0%
Hairdressing Salons	42	7	16.7%
Launderettes	2	0	0.0%
Retail Warehouse	12	1	8.3%
Shops	919	70	7.6%
Superstore	8	0	0.0%
Retail Total	1010	80	7.9%

Categories	No. of Empty Properties	RV of Empty Properties	% of Total RV
Amusement Arcade	0		
Amusement Park	0		
Banks	2	£27,500	6%
Betting Shops	0		
Hairdressing Salons	7	£32,930	15%
Launderettes	0		
Retail Warehouse	1	£129,000	5%
Shops	70	£705,500	6%
Superstore	0		
	80	£894,930	4%

% Distribution of Empty Retail Property across Shepway



% of Retail Property Empty across Shepway i.e. Retail Empty Rate



Empty Retail Properties in Folkestone Town Centre

	Total No. of Properties	District Total No. of Properties	% of District Total	No. of Empty Property	% Empty Rate
Amusement Arcade	3	5	60%	0	
Banks	6	16	38%	0	
Betting Shops	3	6	50%	0	
Hairdressing Salons	12	42	29%	2	16.7%
Launderettes	1	2	50%	0	
Retail Warehouse		12	0%	0	
Shops	311	919	34%	30	9.6%
Superstore	2	8	25%	0	
	338	1010	33%	32	9.5%

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