

Dunkirk Parish Council – Full Council Meeting

Minutes of Full Council meeting held at Dunkirk Village Hall 19 August 2024 at 7.30pm

Present:

Parish Councillors: Cllr K. Kemp (Chair), Cllr P. Barkaway (Vice-Chair), Cllr D. Brice, Cllr, Cllr Gray and, Cllr J. Tutt R Parr (Clerk).

There were 19 members of the public

1. Apologies for absence

Apologies for were received from G. Hewett, Cllr JH. Clifford, Cllr Gould (SBC) and Cllr R Lehmann (KCC & SBC).

2. Declaration: Any Declarations of Interest by members present to be made at the commencement of the meeting

- A. Cllr Tutt declared a non-pecuniary interest as a footpath goes past his house towards the proposed Winterbourne Fields development.
- B. Cllr Kemp declared a pecuniary interest with regards to the planning application 24/503132 Land at Oakside given his residence is adjacent the application site,

3. Approve and Sign the Minutes

- A. **Minutes of the Full Council Meeting of the 15th July 2024.** A motion to approve the minutes by all present was approved with unanimous approval from those that attended.
- B. **Minutes of the Extraordinary Meeting 5th August 2024.** A motion to approve the minutes by all present was approved with unanimous approval from those that attended.

4. Public Participation

- A. All members of the public attending were for the planning application 24/503132. Consequently Cllr Kemp left the room. Explanations were provided by the council to explain a s106 and that is was in relation to an earlier already approved planning application granted 15/507497. All members of the public were supportive of the s106 remaining in place.

The Council resolved to reorder the agenda in order to discuss item in section 5B.

5. Planning:

B. Consider Applications:

- ii. 24/503132/MOD106 PROPOSAL: Modification of Planning Obligation under Schedule 1 of the Section 106 Agreement dated 5th September 2016 related to reference 15/507497/FULL to allow the owner to make a disposal without first complying with the following requirements: (i) to send a notification to the Parish Council immediately before commencing a Period of Active Marketing and (ii) unless Part 3 of Schedule 3 applied to provide to the Clerk of Dunkirk Parish Council evidence that any prospective Occupier is a Preferred Person. Land At Oakside London Road Dunkirk Faversham Kent ME13 9LL

The council discussed highlighting that the S106 was originally put in place to support local housing needs and the council felt that this requirement had not changed. It was also highlighted that the plans submitted with the application were not the final approved plans but an earlier superseded version and this would require highlighting. A query was raised whether the applicant who is from outside of the area under the current s106 would actually be allowed to reside on the plot. **Action:** The Clerk is to ask Swale Planning and Legal for clarification. The Council were unanimous in objecting to the removal of the s106 with the following comments

“Dunkirk Parish Council (DPC) at its meeting on Monday 19th August 2024 decided to OBJECT to the removal of the S106 agreement.

Please note that the layout plan provided with the application (2624-05 Rev B) shows a layout of seven units whereas the grant (15/507497/FULL) issued on 5/10/2016 is for six units.

By way of background, it is important to understand that the site adjacent, with application 15/507497, was originally 10 months occupation and officers were considering enforcement action. They said the site was important as holiday accommodation, but when the leisure and tourism officer stated they had no knowledge of the site ... it was looked at differently. Members then granted Red Lion Caravan Park 12-month residency at the planning committee of 18th August 2016, with a conditional S106. The committee made minor changes to Red Lion S106:

Councillor Mike Henderson requested that officers be delegated authority to clarify the wording in the Local Connection Criteria outlined on pages 17 and 18 of the Committee report. In particular that Part 1 (a) be amended to read 'Whose parent' not 'mother' as stated, that the person criteria in Part 1A and Part 2A are clearly stated as alternatives, and Part 1 (d) be amended to read 'Whose permanent place of work', not 'or work'. Members agreed to these amendments.

Oakside had for many years been used as a caravan club site for touring caravans and in 2015 the site came forward for 12-month residential with seven units. During the consultation period, the owner submitted a new layout with six units, and this was recommended for approval by Dunkirk Parish Council on the basis of the same S106 agreement to that of the Red Lion. They were considered to be a useful addition to low-cost housing in the parish and exactly the same as the approved Red Lion.

The recommendation to planning committee by the Case Office was to refuse, but after representations from DPC, the agent and both ward members permission was granted.

The owner at that time, Mr. Guy Gibb, started the development with one unit being installed, as per the drawing 2624-05 Rev D - condition 1, within 3 years.

Sadly, since that time Mr. Gibb has passed away.

DPC is still of the opinion that these units can make a contribution to the local need for low-cost housing and the five-year supply. This is the reason DPC objects to the removal of the condition."

- i. 24/502123/EIOUT | Outline application (all matters reserved except for access) for a mixed use phased development comprising up to 1,815 dwellings (Use Class C2 and C3); an Employment park (Use Class E(g) and B8); local centre accommodating a mix of units to provide a Health and Wellbeing Centre (Use Class E(e)), all purpose store (Use Class E(a)), shops/ancillary retail units (Use Class E(a)), community/general use units (Use Class F2) and food and beverage units (Use Class E(b)); public open space and recreation including community park, recreation trail and improved pedestrian/cycle links across the A2; sports and education facilities comprising 2 From Entry (2FE) primary school (Use Class F1(a)), early years centre (Use Class E), leisure facility (Use Class E(d)) and sports pavilion (Use Class E(d)); provision of a minimum of 10% Biodiversity Net Gain; transport and access infrastructure including an integrated bus link to the surrounding area, upgrades to the Dunkirk A2 junction through a new trunk road slips and an electric vehicle charging hub (c.0.2 ha) within the village centre for approximately 36 vehicles as a mix of medium, rapid, ultra rapid and Tesla chargers, alongside associated facilities including toilets and potential for cafe facility; and associated parking, servicing, utilities, footpath and cycle links, drainage, ground and other infrastructure. | Land North And South Of The A2 Boughton Bypass Dunkirk Kent ME13 9LG

Ongoing Discussion and collating of formal comments for approval for submission.

A draft of comments for approval were circulated ahead of the meeting to all councillors. Following a discussion it was agreed for further comments to be added in respect of the stewardship scheme. Once these had been added, the Council resolved unanimously for the comments to be added to the planning portal. These comments are provided in this report under Appendix 1.

- iii. 24/503059/AGRREQ | Prior notification for Agricultural building for the storage of hay. For its prior approval to: - Siting, design and external appearance. | Denstroude Farm Denstroude Lane Dunkirk Canterbury Kent CT2 9JZ

The Council noted their previous comments made in under 24/503059 and resolved unanimously to agree to support reiterating those earlier comments as follows:

“Dunkirk Parish council at its meeting on the 19th August 2024 voted to unanimously support the application, reiterating its comments made at the council meeting on the 17th June 2024 where it unanimously voted to support the application on the basis that the application building and purpose fits in with the adjacent use of the menage.”

A. Received Decisions:

- i. 24/502163/FULL Erection of single storey rear extension with horizontal cladding. 1 Highview Close Boughton Under Blean Kent ME13 9TF – Application Permitted
- ii. 23/504718/FULL Erection of two detached dwellings with solar panels, associated access, parking, landscaping, bin and shed/cycle stores. The Vicarage 101 The Street Boughton Under Blean Kent ME13 9BG. – Application Permitted
- iii. 24/502395/FULL Erection of a single storey rear extension plus re-roofing of existing bungalow with artificial slates. New retaining brick walls in the garden. The Firs Dunkirk Road South Dunkirk Kent ME13 9PD. Application Permitted
- iv. 24/502330/LDCEX Lawful Development Certificate for Existing use as a permanent dwelling since 14th June 2013 in breach of a planning condition 2 of SW/11/0508. New House Cottage London Road Dunkirk Kent ME13 9LL – Application Permitted

6. Correspondence

- A. Kent County Council Local Transport Plan consultation - [https://letstalk.kent.gov.uk/local-transport-plan-5-2024 closes 8th October 2024](https://letstalk.kent.gov.uk/local-transport-plan-5-2024-closes-8th-October-2024). Action: The Clerk is to publicise via Facebook and the website.
- B. PC Gary Morris – had provided the following update:
01/08/24- Gate Services- Customer parked vehicle at the petrol station and when they returned to the vehicle the rear window had been smashed.
12/08/24- Gate Services- Customer parked up and upon return to the vehicle, it had been broken into and items stolen.
- C. SBC Joint Transport Board requested agenda items for their next meeting. Cllr Tutt requested the inclusion of quiet lanes

7. Matters for public concern:

A. Highways Issues

- i. A councillor had previously raised ongoing concerns over overhanging dead branches on Boughton Hill The Clerk advised that this had been investigated by KCC who decided no action was required.
- ii. Concerns were raised by a member of the public regarding speeding. The Council discussed and agreed that further publicity should be forthcoming to attract volunteers for Speedwatch. Action: The Clerk is to advertise on the noticeboards, website and Facebook as well as in the Boughton Magazine,

B. Footpaths, Verges & Hedges

- i. Concerns were raised by a member of the public with regards to overgrown hedges at the playing fields. A couple of Councillors volunteered to investigate. The Council also discussed and resolved to send a letter to the adjacent landowner. **Action:** The Clerk is to send the letter.

- C. TPOs –** The Clerk advised no full response had yet been received.

8. Finance

- A. Approve Finance Report - The Clerk read through the contents of the Finance Report for the end of July which was approved by the Council and signed by the Chair.
- B. Approve Payments: The Council voted unanimously to approve the following payments for August.

Payment No.	A/C Name	Invoice No.	Chq No	Description	Net	VAT	Gross	Expenditure Powers
	R Parr		L - Online	Salary 07/24- 08/24	777.40	0.00	777.40	Local Government Act 1972 s.112(2)
	HMRC		L - Online	TAX - HMRC	35.80	0.00	35.80	Local Government Act 1972 s.112(2)
27	Rebecca Parr			Net Pay	741.60	0.00	741.60	Local Government Act 1972 s.112(2)
	Rebecca Parr	Advice only	S/O	Office Expenses	20.00	0.00	20.00	Local Government Act 1972 s.112(2)
	Rebecca Parr		S/O	Expenses - eSim	16.65	0.00	16.65	Local Government Act 1972 s.112(2)
	HMRC NI		L - Online	Employer Contribution NI	2.68	0.00	2.68	Local Government Act 1972 s.112(2)
28	Total HMRC Contribution		L - Online		38.48	0.00	38.48	Local Government Act 1972 s.112(2)
29	G Doy		L-Online	Grass Cutting July	70.00	0.00	70.00	Highways Act 1980 s 96
30	PCC		L-Online	Dunkirk Churchyard Maintenance	100.00	0.00	100.00	Local Government Act 1972 s.214(6)
	Prime One			Streetlight Maintenance -	Not Rec'd	Not Rec'd	Not Rec'd	Parish Councils Act 1957 s 3
31	P Barkaway		L_online	Expenses Flyers Abbey Print	262.00	0.00	262.00	Local Government Act 1972 s142
32	SSE		L-Online	Mch 2024	110.77	5.54	116.31	Parish Councils Act 1957 s 3
	Total				1359.50	5.54	1365.04	

The Clerk advised that invoices were still not received from Prime One.

C. Appointment of internal auditor

Prior to the meeting the Clerk had investigated a number on internal auditor options and circulated a paper with comparisons ahead of the meeting to the councillors. The Council discussed and resolved to appoint Lionel Robbins .

D. Discussion options to provide a debit card/Charge Card for the Clerk see paper

Following the recent change in the Financial Regulations, the Clerks had investigated the options of a Debit Card or a Charge Card with Lloyds Bank. The Clerk had prior to the meeting circulated a paper comparing the two types. The Council discussed and unanimously resolved for the Clerk to have a Debit Card with limits in line with the new Financial Regulations. **Action:** The Clerk is to arrange for the online form at Lloyds to be submitted.

9. **Annual Review and approval of Council Policies**

A. New Financial Regulations

Cllr Barkaway and Cllr Gray as the working party had reviewed the draft financial regulations ahead of the meeting and these had been updated and circulated to all councillors. The Council unanimously agreed to adopt the new financial regulations. **Action:** The Clerk is to add them to the website.

B. Civility and Respect Pledge

The Chair reminded all Councillors of the pledge. The Council unanimously resolved to continue to adopt the pledge.

10. **Swale Borough Council Planning Committee limitation issues – discuss approach**

Two members of the public attended the discussions of events providing their details of events concerning the SBC planning committee of the evening of the 6th August which was attended by Cllr Tutt representing DPC in relation to the planning application of The Vicarage in Boughton and the issues faced by Cllr Tutt being unable to speak via Microsoft Teams and the parishioner not having their comments read out by Democratic Services at the SBC Committee meeting.

It was then resolved under Section 1, Paragraph 2 of The Public Bodies (admissions to meetings) Act 1960, the press and public be excluded from the meeting for the following items of business due to the confidential nature of the business. The Council went into closed session

The Council discussed and resolved to investigate the matter further and send a letter of complaint to SBC

11. **Playing Fields – Approval of final letter for legal advice.**

The Council discussed and agreed the final version of the wording for the letter to the solicitors.

The Council resolved to come out of Closed session.

12. **Parish Litter Pick – set next date**

The Council discussed and resolved for the next litter pick to be on the 29th September between 9am and 11am.

Action: The Clerk is prepare the posters and advise SBC.

13. Playing Fields - permission for hire for free for fete.

The Council discussed and resolved to provide the playing fields hire for free to the Fete Organisation. **Action:** The Clerk is to arrange for the formally signing of the hire contract by the Fete Organisation.

The Council resolved to suspend its standing orders in terms of the 2 hour meeting time limit to continue.

14. Email Addresses – discuss issues and potential solutions

A Councillor was having issues with emails used under their old email address not getting through. The Clerk advised that the sender would not receive a bounce back if sent to the old address. To reactivate would cost £80 plus VAT for 1 year. The Council discussed and agreed to place ticker on the website highlighting the email change of addresses to gov.uk. and also highlight on Facebook. **Action:** The Clerk is to implement.

15. Milestones

There was no update.

16. Councillor's Reports

- A. A Councillor provided an update on the housing allocation decisions undertaken by SBC at their Planning meeting on the 8th August. SBC voted for majority of the housing allocation to be towards the east of the Borough.
- B. A Councillor advised that an independent group against the Winterbourne Development had paid for a professional consultant to advise comments regarding landscape issues and whether we would support the group and those comments. The Council resolved that this should be added to the agenda for the next full council meeting.
- C. The Clerk had received an email from Cllr Lehmann in his absence providing an update on the waste contract at SBC. Swale Borough Council's Environment and Climate Change Committee agreed on 16th July to conduct a comprehensive Scrutiny Review of the implementation of the new waste contract to seek answers as to how the significant issues with the mobilisation process occurred. All members of the public will be invited to submit feedback for consideration from the panel, and details on how to do so will be provided in due course. With regard to the ongoing issues around collections, changes to routes are expected in the coming weeks which the council are hopeful will resolve the remaining issues. Some route changes will unfortunately result in additional day changes. Letters will be sent to the affected households to ensure as smooth a transition as possible. Cllr Lehmann is also working closely with KCC Highways officers to try and minimise the impact of SGN's eight-week closure of the A251.

17. Streetlight Maintenance issues and contract update –

Directors appear to have moved to the USA. No one answers calls, emails or Whats App. Other Parish Councils are in same situation. Officially out of contract so no need to formally terminate. Not been charged since May 2024. Not believed anything being monitored. The Clerk and a Councillor have checked that all lights are currently working. The Clerk is investigating future options and details of potential replacement companies to be shared by other PCs in due course.

A complete recce of all the lights was undertaken Our list and Prime Ones did not match despite previous correspondence with them. Prime one had one extra in Staplestreet but include a 2nd in Woodside. We had only 1 in Woodside but a second showing in Dunkirk Road South. Final number is 40. Action: The clerk is to get the certificate updated again with UKPN.

18. Administration/ Clerk's Report

There were no updates

19. Items to be placed on the next Full Meeting

The Chair closed the meeting at 9.56pm

Date of next meetings: Extraordinary : Monday 2nd September 2024
Full Council Meeting: Monday 16th September 2024

Rebecca Parr,
Clerk to Dunkirk Parish Council

Signed
Chair

Signed
Vice Chair

Date

Date

PLEASE VISIT OUR NEW WEBSITE FOR ALL THE LATEST NEWS IN AND AROUND THE VILLAGE: www.dunkirkpc.gov.uk

Appendix 1 - Dunkirk Parish Council Consultee Comments on Planning Application 24/502123/EIOUT Outline application