

Dunkirk Parish Council – Full Council Meeting

Minutes of virtual meeting held via “Zoom” at 7.30pm on 21 December 2020

Present: Councillors Jeff Tuff (JT) Chair, Julie Coleman (JC) Vice Chair, Steve Hitch (SH), Daniel Brice (DB), Kevin Kemp (KK) and Jason Clifford (JCL), Matthew Bullen (MB) clerk to Dunkirk Parish Council, Ward Councillors Alastair Gould (AG) and Tim Valentine (TV), KCC Councillor Andrew Bowles and Phillipa Clarkson on behalf of Apsley Trust.

Declarations: Any Declarations of Interest by members present to be made at the commencement of the meeting – none declared.

Apologies for absence: None. The Chair thanked everyone for being able to attend at this busy time of year.

Minutes of the previous meeting and matters arising: The minutes of Full Council meeting 16 November 2020 and Planning Committee 7 December 2020 were approved as a true record.

Matters for public concern:

Highways Issues:

- Side road off Courtenay Road – members noted that cars are parked indiscriminately in the area, often well away from the kerbs or across the entrance to the side road yet there are no yellow lines or other prevention measures in place. **ACTION MB** member to provide photo for MB to approach Swale Traffic Enforcement to review
- The Chair advised that from 1 January 2021 KCC have new enforcement powers across the county from to clamp and fine lorries parked in incorrect places.
- Dawes Road – members noted that there had previously been a discussion with Swale BC regarding installing bollards in the area to prevent inappropriate parking which hasn't happened and parking issues in the area remain. **ACTION MB** to review previous position and follow up.
- Additional Road entrance at Pottery Cottage, Dawes Road – one member raised a concern that an additional entrance had been created at the site in order for access to be gained by construction workers which was potentially dangerous and had not been agreed as part of the planning application. Another member commented that it appeared this was necessary in order for goods to reach the site and suggested the Council keep a watching brief to ensure the original boundary is restored once works are complete.

Footpaths, Verges & Hedges

- Playing field – the fence along the path by the playing field has been reinstated, with a good job done.
- Barriers at Bus Stop at bottom of Boughton Hill – KCC had previously advised that these would be reinstated promptly. The Chair followed this matter up and has been advised that the works won't now be undertaken until February 2021 due to work volumes. **ACTION MB** – to provide update to Parishioner who had raised the matter previously.

Streetlights

Contractor has advised the Chair that they are currently in the process of gathering together the necessary equipment, with a view to commencing the rollout of upgrade works early in the new year.

Playground Equipment

It was noted that the previous agreement to arrange a site meeting had been deferred until February in view of the current pandemic. However, members noted that Boughton were also considering reviewing their playground arrangements and that this could be something we consider as a joint exercise. TV advised that he would consider any requests for a funding contribution should any plans come forward. **ACTION MB** to move this forward.

Field fires

Members noted that a fire in a field near Gate Services, off the A2 had been started Monday 14 December and was still ongoing, despite the fire brigade attending. Whilst it is a significant fire, the damp conditions mean it is smouldering rather than burning at a high temperature, with members concerned about the air pollution risk. A representative from Swale attended last week and was advised by the fire brigade that there were limited actions they could take due to potential water pollution issues. The Environment Agency contacted a member today to state that they had attended late last week, are now actively dealing with the matter and intend to return to the site tomorrow. TV advised that if the matter is being coordinated by the Environment Agency then Swale BC would not be actively involved but offered to double check the position nonetheless.

Planning:

Received decisions:

- I. 20/504822/FULL | Retrospective application for the retention of an existing mobile home for 5 years. | Denstead Stud Denstead Lane Dunkirk Canterbury Kent CT4 7NL –**REFUSED**
- II. 20/505111/SUB | Submission of Details to Discharge Condition 3 -Details of external facing materials, Condition 7 - Sustainable construction techniques and Condition 8 - Water consumption rate subject to 19/506163/FULL | Bracken Brae Jezzards Lane Dunkirk Faversham Kent ME13 9PH - **APPROVED**

Consider applications:

- I. 20/504391/FULL | Change of use of cafe to sell hot food takeaways (retrospective). | Plot 6 Dunkirk Industrial Park London Road Dunkirk Faversham Kent ME13 9LG

Members noted that the application itself includes only limited information but had also sought pre-planning advice. Members noted that the operation is relatively small in nature. JT advised he would not be offering an opinion on this application, another member suggested the Council should offer no objection, to which all other members agreed.

Finance

The clerk provided an update to the Finance Report prepared for the November meeting which had now been completed in full, following receipt of bank statements which had previously been delayed. The proposed payments noted on the November report had been authorised by members at that prior meeting. It was noted that the uncleared cheque for the ICO dates back to July and JT has reminded them that this has not been banked. The clerk ran through the December Finance report and requested authorisation for payment of the items listed. JC proposed a motion to agree the Finance Report and ongoing cash spreadsheet as presented, which was agreed by all members.

Swale Area Committee meeting 8 December 2020 update

JT provided an update from the recent meeting as follows:

- Very good presentation from Ryan Shiel from KCC regarding Highway Improvement Plans and how parish councils can put forward proposals.
- Long report from the police:
 - i. Overall crime down though domestic abuse up
 - ii. Concerns around upcoming traffic enforcement issues
 - iii. Police officer numbers increasing
 - iv. Overall everyone agreed the police were doing very well in their response to the Covid pandemic and well measured in their approach
- Discussion surrounding a motion passed by Swale BC requiring two parish council representatives to sit on each of the four Area Committees without consulting Swale Area Committee in the first instance. A response has been issued to Swale BC to state it was inappropriate to impose this on the committee without consulting parish councils first
- The litter motion previously put forward by SAC and discussed Parish Councils, including Dunkirk was noted as being agreed
- It was agreed that a discussion would take place with KCC regarding a county-wide survey of Parish Councils as to the merits of implementing 20mph limits or zones

CPRE Kent security breach notification

The clerk read a statement from CPRE Kent in which they advised that they had been the victim of a criminal cyber-attack. This was discovered 16 November and the relevant authorities notified. CPRE Kent advised that no financial details were accessed but the attackers could have accessed data such as names, postal addresses, telephone numbers and email addresses. CPRE Kent have resolved to review their security arrangements to ensure data remains secure in the future. CPRE Kent suggested that there was no immediate risk to the Parish Council but that we should remain vigilant of spam emails and guard against the possibility of identity theft or fraud.

Matters not on Agenda (for information only)

- JT advised that Dunkirk Industrial Park had contacted him to explain that they had undertaken a charity collection this year instead of arranging usual Christmas celebrations and were looking to pass this to a local Charity. The person who approached him is also the proposer of the planning application discussed earlier which is why JT stood aside from considering it even though he had established with the Monitoring Officer that he didn't have to
- JT advised that the Apsley Trust is a Dunkirk based charity though they are of course free to choose any other as they wish but upon hearing of the charity, the representatives of the charity collection agreed that this is where they would like the donation to go
- Phillipa Clarkson provided the following update regarding the Apsley Trust:
 - This has been a difficult year for the charity as donations have been more limited, perhaps in view of the difficult times in the economy
 - Conversely more nominations of possible beneficiaries had been made than in previous years
 - Any possible nominations are consciously not means tested in any way but if the beneficiary is not in need of the benefit, this can be returned or donated elsewhere as they wish
 - The next meeting of the Trust will take place on 13 April 2021, at which point it is requested that a new treasurer takes over from Phillipa who is resigning the post after 5 years. It is recommended that a member of Dunkirk Parish Council takes on this position going forward in order for the parishioners of Dunkirk to be represented in some way.
- JT advised that he had spoken to the previous website provider about taking the old website down, now that the new website is up and running. It was also noted that the new website is now appearing higher up on internet searches which is a good thing.

JT thanked everyone for attending and wished everyone a merry Christmas.

Date of next meeting:	Planning Committee:	4 January 2021
	Full council:	18 January 2021

Matthew Bullen
Clerk to Dunkirk Parish Council

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