

Dunkirk Parish Council – Full Council Meeting

Minutes of virtual meeting held via “Zoom” at 7.30pm on 15 March 2021

Present: Councillors Jeff Tuff (JT) Chair, Julie Coleman (JC) Vice Chair, Daniel Brice (DB), Kevin Kemp (KK) and Jason Clifford (JCL), Matthew Bullen (MB) clerk to Dunkirk Parish Council and one member of the public.

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

1. **Apologies for absence:** Apologies received from Councillor Stephen Hitch and Ward Councillor Gould
2. **Minutes of the previous meeting and matters arising:** The minutes of Full Council meeting 15 February 2021 and Planning Committee meeting 1 March 2021 were approved as a true record.
3. **Matters for public concern:**
 - a) Highways Issues:

The issues regarding water running down Jezzards Lane had temporarily abated after the gullies had been cleared and with some better weather. However, with recent downpours the gullies are full again and there is a lot of water in the area. The whole issues needs to be fully investigated by KCC once more – **ACTION MB** to raise with KCC as a priority
 - b) Footpaths, Verges and Hedges

The Clerk advised that KCC had now visited the site at Draw Road Public Right of Way and had agreed in principle to the installation of two bollards, as suggested by Council, as a means to deter inappropriate parking. Formal confirmation is awaited from KCC before works can commence
 - c) Tree Preservation Orders (TPOs)
 - One member queried the position with regards to Bossenden Wood previously raised and JT advised this had been raised with Swale Borough Council
 - A member commented that Poundfall Wood had recently been put up for sale
 - d) Streetlights

The Clerk advised that confirmation had been received from the contractor that the LED and remote-monitoring upgrades to the streetlights had been completed earlier this month.
 - e) Playground Equipment

One member queried if the previous arrangement to cut the playing field grass 5 times per year should now be undertaken for this year? Another queried if this needed to be put out to tender but the Chair advised the amounts involved were below this threshold. **ACTION MB** – to review previous arrangements and instruct contractor
4. **Planning:**
 - a) Received decisions:

21/500326/SUB | Submission of details pursuant to condition 6 (details of the external finishing materials) in relation to planning permission 19/505582/FULL | 21 Horselees Road Boughton Under Blean ME13 9TG –**APPLICATION PERMITTED**
 - b) Consider applications: **NONE**
5. **Finance**

The clerk went through the Finance Report and requested authorisation for the payments listed. KK proposed to agree the contents of the report and the requested payments which was seconded by DB and agreed unanimously.

The Chair then queried if the Council wish to transfer some funds from the Deposit account to the Current account but it was agreed to leave the position unchanged.
6. **2019/2020 Internal Audit Review and Actions**

The Clerk apologised for not attaching the correct document detailing the findings of last year’s internal audit report and agreed to resubmit this. The Chair commented that Councillors had been provided with this previously and asked Councillors to give this due consideration in readiness for the next Council meeting. **ACTION MB**

The Chair advised that the Clerk would be attending a course being run by KALC detailing the requirements of the AGAR report and the Clerk confirmed no additional payment of hours was required for this.

7. Creation of Dunkirk Parish Council Facebook Page including themes and scope of its intended use

Some members queried the need for a Facebook page, given the Council already has its own website, to which it was stated that the primary purpose of the Facebook page would be to direct members of the public interested in Dunkirk issues to that website. A member queried the impact that monitoring and updating the Facebook page would have on the Clerk's working time and the potential costs involved. The Clerk advised that, on the basis the intention of the Facebook page is to direct people to the Council's website, the time taken to do this could be incorporated within the existing duties. It is also understood that there are no costs payable to Facebook for the running of the page.

Another member felt that this would be a useful aide in raising awareness of the Council and local issues with a younger audience, while others raised concerns about members of the public using the page in a negative fashion. The Clerk advised that other Parish Councils had issued notices on their pages to state the rules applicable to the use of the page and the Chair asked the Clerk to prepare such a notice and refer this to KALC for further guidance **ACTION MB**

Given the discomfort held by some members towards the setting up of this page, the Chair proposed that this was set up for an initial trial period of 3 months and then review the situation again after that time. The motion was proposed by JCL, seconded by JT and agreed by all except one who objected.

8. Boughton & Dunkirk Neighbourhood Plan

The Chair introduced the Plan by saying this had taken a long time to prepare, with only limited support from Swale Borough Council in the preparation of it. An outline of the next steps was given in which it was stated that there would follow an open session in which the public could review the plan. This would be followed by a referendum, in which residents would receive a voting card in the same way they receive a polling card, with a "yes" or "no" option as to whether or not the plan should be implemented and a simple majority would carry the decision. If implemented, Swale Borough Council would be obliged to take the Plan into consideration when considering any future plans for the area.

One member expressed disappointment with the plan, suggesting there was little in the way of positive features for the neighbourhood or provision for young people. Another felt that the aim to prioritise local residents for any future housing opportunities was a great idea but queried how a Section 106 would be enforceable? The Chair advised that Swale Borough Council would ultimately oversee this and that similar arrangements are believed to already be in place.

9. Matters not on Agenda (for information only)

One member advised a resident had raised an issue of dog waste rubbish bags being discarded or hanging from bushes along Boughton Hill. It was queried if a dedicated dog waste bin could be installed at the top of Boughton Hill to which another member advised there was already a general waste bin there. It was queried if a general waste bin can now be used for dog waste too and if so it might be preferable to improve the signage to state this rather than install an additional bin. A query was also raised to establish how frequently the bins are emptied and whether this could be done more often?

ACTION MB - Clerk to contact Swale Borough Council to establish position regarding how the bins should be used and then request either improved signage or an additional bin to be installed, along with clarification of the current cleaning arrangements.

A member asked the Clerk to place supporting documentation relating to meeting Agendas on the Council's website for viewing rather than being emailed due to inbox capacity limitations.

Date of next meetings:	Extraordinary meeting to discuss Local Plan:	6 April 2021
	Planning Committee:	6 April 2021 (follows extraordinary meeting)
	Full council:	19 April 2021

Matthew Bullen,
Clerk to Dunkirk Parish Council

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