

Dunkirk Parish Council – Full Council Meeting

Minutes of Full Council meeting held at Dunkirk Village Hall 17 April 2023 at 7.30pm

Present:

Parish Councillors: Cllr K. Kemp (Chair), Cllr J. Coleman (Vice Chair), Cllr J. Tutt, Cllr N. Smith, Cllr D. Brice, Cllr J. Clifford and Cllr G. Hewett.

Also Cllr A. Gould (SBC from item 5), Cllr R. Lehmann (KCC until item 6) & R Parr (Clerk)

There were three members of the public.

1. **Declaration:** Any Declarations of Interest by members present to be made at the commencement of the meeting – None.
2. **Apologies for absence**
None
3. **Minutes of Full Council meeting 20th March 2023.** A motion to approve the minutes by all present was proposed by Cllr Tutt and seconded by Cllr Coleman with unanimous approval.
Minutes if the extraordinary meeting of the 3rd April 2023. With agreement to alter the wording in item 1 from Winterbourne Development to scoping request, the approval of the minutes were proposed by Cllr Tutt and seconded by Cllr Smith with all in approval.

4. Boughton Hill Closure and works

Cllr Lehmann provided an update that the hill will not reopen to single way traffic for the election or fete due to bad weather delays. It is now likely to open to single lane traffic at the end of May and final finish extended by 2/3 weeks. Cllr Lehmann will liaise with Stagecoach about the shuttle bus extension. **Action:** Clerk to advise people of the delays on Facebook and the website to raise awareness, encouraging car sharing and advising of timings for proxy vote requests. Cllr Lehmann is looking at other possible option and will also inform Electoral Services at Swale Borough Council to the continued closure.

The Clerk informed the council that of a health and safety issue of an open gas manhole. KCC have forwarded this to the contractor to barrier of the area until this fixed. The drainage issue we had at the top of the hill has now been resolved and drains are now flowing. However, there is now a constant flow of water which we may be attributed to a leaking fresh water main somewhere in the area. This has been reported to the Water supplier.

The Clerk has also reminded Swale Community Policing to increase patrols. Some tarmac repairs at the top previously reported by Clerk have taken place.

5. **Speed Limits/TRO.** The TRO is on hold until after election when a formal consultation will then take place. KCC have informed that in relation to the Speed Kit they can let us have 2 additional banners on loan for 3 months or alternatively we can buy them for £85 each .The council discussed and agreed not to purchase or borrow any more banners .The remaining parts of the speed kit will be given out to residents at the fete by Cllr Clifford. Stall at Fete by Jason. The council have yet to decide where to put the original banner. The Clerk investigated quotes for wheelie bin stickers. **Action:** It was decided for the Clerk to purchase via smartwheelie.co.uk. They provide x100 yellow stickers for £119 no VAT and includes delivery.

6. Public Participation

- i) A parishioner raised a number of issues. One concerning branches left on the verge at Donkey Bob Hill, by Dargate Common. The Clerk confirmed this had been reported previously to KCC and following a site visit, no action was taken as the owner is allowed to leave them on his verge. However, comments were raised that these were falling in to the road area. **Action:** The Clerk is to report again.
- ii) A parishioner raised the issue of the unsightly mess left on RSPB land at Bossenden Wood by London Road. The Chair confirmed that the RSPB had responded to our query raised to them from the previous meeting

confirming their policy and approach to leaving the branches. **Action:** Following a discussion, it was agreed for the Clerk to approach the RSPB with photos of the roadway and pathway raising concerns.

7. Planning

A. Received decisions:

None

B. Consider applications:

- i) 23/501430/FULL PROPOSAL: Loft conversion with rear flat roof dormer including Juliette Balcony, front rooflight, additional window to side elevation and changes to fenestration. (Re-submission of 23/500377/FULL). ADDRESS: 75 Courtenay Road Dunkirk Faversham Kent ME13 9LH

The council discussed the application noting the changes from the previous submitted application were minimal. Cllr Clifford suggested a motion to support the application, seconded by Cllr Coleman. The council voted with 6 in favour and 1 abstention. The council therefore voted to support the application noting the enhancement to the street scene by the proposed application.

8. Correspondence

The Clerk had been provided with information from the Government Communication Service of the Cabinet Office, on the national test of the UK's new Emergency Alerts System on Sunday 23rd April at 15.00. The test alert will be sent to most mobile phones across the UK. Devices will make a distinct, siren-like sound for up to 10 seconds, including on phones switched to silent mode. Phones will also vibrate and display a message about the test.

9. Matters for public concern:

A. Highways Issues

- i) Concerns were raised regarding the overgrown vegetation and lack of cones in the area by Forresters Lodge. **Action:** The issues to be reported to National Highways again.
- ii) Cllr Brice raised that temporary the icy road signs had been left on Donkey Bob hill and that they should be removed during the summer period. **Action:** The Clerk is to request to KCC Highways.
- iii) Cllr Smith raised that UK Power following the recent outage had left signs and sandbags in the shrubbery section on Courtney Road. **Action:** The Clerk is to contact UK Power requesting these to be removed.

B. Footpaths, Verges & Hedges

- i) It was confirmed that the ditch in Courtney Road by the old football field had now been cleared to a good standard.
- ii) A litter pick is to be held 2pm on the 29th April ahead of the King's Coronation and as part of the big clean up. **Action:** The Clerk is to inform SBC for the rubbish collection, create and distribute posters on the noticeboard, website and Facebook as well as update and prepare the risk assessment.

C. TPOs

None.

D. Playing field

- i) The Clerk confirmed that the geophysical survey was finished on the 17th April and that it will now enter the post analysis interpretation and report writing phase. Cllr Brice confirmed that the building of the benches and picnic table were in process and these would be installed ahead of the fete.

E) Village Hall

- i) Cllr Smith provided the Clerk with a £90 donation from the Dunkirk Diners for which thanks were given. Cllr Smith informed us that the community group had been renamed the Boughton and Dunkirk Project Group.

- F) Bus Shelters
 i) Nothing to report on repairs.

10. Playing Field Hire Contract

The signed hire contract had now been signed by Mr Farley, the Chair of the VH committee along with a copy of the insurance and risk assessment.

11. Coronation

The village volunteers for the fete which includes the councillors had continued to progress with the fete preparations.

12. Replacement bus shelters

KCC had now ordered the replacement shelter at the bottom of the hill and the 2 replacement shelters at the top of the hill had now been ordered by the Clerk through Externiture. The Clerk informed that there was a 13 week lead time.

13. Parish Pollinator Projects

Cllr Hewett had continued researching wildlife corridors and native hedging. IT was discussed as to what constitutes native hedging. **Action:** It was agreed for the Clerk to contact KCC to ask for their plans in respect of the replacement of vegetation and trees lost as part of the piling works. Cllr Hewett is to circulated ahead of the next meeting potential areas appropriate for this project that does not constitute private land.

14. Grass Cutting Contracts

Cllr Brice declared a non-pecuniary interest in respect of the churchyard. The Clerk formed that she had approached Ladybirds regarding the churchyard and that monthly cost should the council renew the contract will increase from £132 to £144. Cllr Coleman proposed to renew with Cllr Smith seconding and the council voting unanimously to proceed renewing the contract. **Action:** The Clerk is to prepare the contract. The council discussed concerns regarding the recent cut of the verges which had reduced the orchids and that it was thought that no cuts were due until June time. **Action:** The Clerk is to ascertain who may have cut the verges whether it was Mr Doy or KCC?

15. Finance:

a. Finance report

The Clerk read through the contents of the Finance Report which was approved and signed by the Chair.

B. Approve payments

A motion to approve all items for payment was unanimously agreed. It was agreed for Cllr Kemp and Cllr Coleman to authorise online.

| A/C Name | Invoice No. | Chq No | Description | Net | VAT | Gross |
|---------------------------|----------------|---------------|---|---------------|-------------|---------------|
| Rebecca Parr | | L - Online | Salary 02/22- 03/22 | 725.40 | 0.00 | 725.40 |
| Rebecca Parr | | L- online | overtime - 4hrs | 55.80 | 0.00 | 55.80 |
| HMRC | | L-Online | tax £25 + Employers NI £3.20 | 28.20 | 0.00 | 0.00 |
| Rebecca Parr | | | Net Pay | 756.20 | 0.00 | 756.20 |
| Rebecca Parr | | L-Online | Expenses: new minute book (via Amazon) | 3.73 | 0.75 | 4.48 |
| Rebecca Parr | | L-Online | Expenses Printer Cartridges (Staples) | 41.47 | 8.30 | 49.77 |
| Rebecca Parr | Advice only | S/O | Office Expenses | 20.00 | 0.00 | 20.00 |
| Rebecca Parr | | L- Online | Expenses - eSim | 13.50 | 0.00 | 13.50 |
| Rebecca Parr Total | | | | 834.90 | 9.05 | 843.95 |
| Ladybirds | | | March churchyard | 132.00 | 0.00 | 132.00 |

