

Dunkirk Parish Council – Full Council Meeting

Minutes of Full Council meeting held at Hernhill Village Hall 20 February 2023 at 7.00pm

Present:

Parish Councillors: Cllr K Kemp (Chair), Cllr J Coleman (Vice Chair), Cllr J. Tutt, Cllr N. Smith, Cllr D. Brice, Cllr J. Clifford (from item 13) and Cllr G. Hewett.

Also Cllr R. Lehmann (KCC) & R Parr (Clerk)

There were two 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**
Apologies were received from Cllr T. Valentine (SBC), Cllr A. Gould (SBC)
 3. **Minutes of Full Council meeting 16th January 2023 and Planning Committee meeting 6th February 2023.** A motion to approve the minutes by all present was agreed with Cllr Brice proposing and Cllr Hewett seconding.
 4. **Public Participation**
 - i) A parishioner attended the meeting to comment upon the planning application to be discussed. The Council was commented that they felt that the proposed development was too high, with concerns over surface water.
 5. **Planning**
 - A. Received decisions:
22/504096/FULL | Demolition of existing derelict cottage and replacement with 2no. detached dwellings with associated cycle and bin stores, parking, and access (resubmission of 22/501068/FULL). | Thatch Cottage Staplestreet Road Boughton Under Blean Kent ME13 9TJ – Approved
 - B. Consider applications:
 - i) 23/500203/FULL Erection of 2no. three bedroom dwellings with associated parking and landscaping. Former Builders Yard 9 Horselees Road Boughton Under Blean Kent ME13 9TG
- The council discussed the application noting that this was the first application since the Boughton and Dunkirk Neighbourhood Plan had been approved and therefore the B&DNP policies now carry full weight in the planning process. The Clerk read out comments received from a parishioner by email where concerns were raised regarding ecology with the site known for newts and slow worms, lack of detail on landscaping, materials and electric charging points. Comments were made by the councillors that there was very little by way of information accompanying the planning application with virtually all questions answered as no, whether relevant or not. Details were mentioned with relation to an earlier 2013 application at the same site which was approved but did not proceed due to drainage issues. The proposed building was considered to be too tall and does not sit well with surrounding buildings. There were also issues over possible contamination at the site, something that was also picked up in 2013 application and subject to conditions. Nothing was addressed in the application with regarding to possible surface water flooding in a site that has flooded previously. A list of the relevant B&DNP plan policies was determined. Cllr Tutt proposed to object with Cllr Kemp seconding with all unanimously agreeing to object. The comments submitted to the planning portal are attached as an appendix to these minutes.
6. **Correspondence**
 - 1) The clerk had received contact from an agent for Southern Water regarding reservoir behind the church for the laying of new pipes and other infrastructure. They confirmed there would be no impact to the water supply and that the company would be approaching directly hose residents who live immediately nearby and the stables. The works would take a number of months.

- 2) The Clerk had received notice of a prospective councillor event to be held on the 25th February at 10am at Swale House for anyone looking to become a councillor.
- 3) The Clerk had received an email from a parishioner concerned about the use of eggs and food wastage at the fete. The email's tone was considered threatening and the Chair had responded stating the good work being undertaken in fund raising and that it was an egg catching game.

7. Matters for public concern:

A. Highways Issues

- i) There were discussions with regarding the closure of Boughton Hill with concerns raised over Dawes Road and the amount of traffic using it. The Clerk had prior to the meeting expressed concerns over the suitability of the road and the piling previously completed but KCC had inspected it as fit for purpose and confirmed that it is not possible to consider closing the road to traffic completely. **Action:** Cllr Lehmann would liaise with KCC Highways to ensure that the diversion, road closed signs for Dawes Road were checked regularly through the day to ensure people were not moving them or they were falling over. Concerns were also raised in respect of the overnight closures at Harbledown combined with these works and unfortunately that was down to National Highways and the two departments not liaising with each other. The Clerk had contacted the local Police representative advising them of the issue asking for more patrols to be undertaken in the area and also to enforce the 7.5 ton weight limit. No response had been received. **Action:** Cllr Kemp would write to the Chief Inspector for Swale to enquire the position with regards to PCSOs.
- ii) A councillor had mentioned with regards to an extra entrance at Denstroude Farm. **Action:** The Clerk is to investigate.
- iii) A councillor raised the issue concerning vegetation in the pavement along London Road via Forge Cottage. They were advised to report via the link on the website to KCC.

B. Footpaths, Verges & Hedges

- i) Concerning the flooding on Bossenden Lane of the road and surrounding land, Cllr Brice met with KCC, who would write to the landowner about their responsibilities. They had also written to Southern Water with regards to the possible cross contamination of water from their pump station in to the stream. The Clerk confirmed that the landowner had agreed to be contacted if we were aware of any future blockage in order that it can be arranged to be cleared.

C. TPOs

None.

D. Playing field

- i) The Clerk confirmed that the geophysical survey is likely to take place at the beginning of April. Allowing time for the benches to be installed ahead of the Coronation weekend.

E) Village Hall

- i) Cllr Smith provided an update on the village hall. There was now a new Chair. The council had received a donation of £84 for the bus shelters regarding the Dunkirk Diner event for which thanks were given. The VH would be arranging commemorative plaques for the trees being planted for the Queen's jubilee and the King's coronation. .

F) Bus Shelters

- i) Nothing to report on repairs.

8. Speed Limits/TRO

- i) The Clerk confirmed that funds of £325 had been received from Boughton Parish Council. The PC had also been offered and additional £330 grant from Cllr Gould toward the TRO, which the council unanimously agreed to accept. Cllr Lehmann had successfully pushed back to KCC Highways include the stretch by the Red Lion. With all the grants and donations, this left a £1 cost to the PC. The KCC invoice for the TRO is due for payment in this month's finance.

9. Jubilee Tree Planting

The trees had been ordered.

10. Coronation

A new cypher is not now required as there is no beacon event. Regular meetings are being held by volunteers of whom Cllrs Smith and Hewett are involved. Selling School is doing the maypole. Clerks reminded councillors of the need to ensure nothing is inserted into the ground by stallholders and for events given that it is a Scheduled location. In addition, stallholders should provide Public Liability cover.

Action: The Clerk is to meet with Cllr Smith to discuss the details for the risk assessment. The Beer tent is applying for the TENS.

11. South East Water / Replacement bus shelters

- i) The Clerk confirmed that she had now received the £14,236.03 grant from SEW for the bus shelter project.
- ii) The Clerk confirmed that the removal of the bus shelter at the bottom of the hill associated with the piling works meant that it was in a condition beyond reinstalling. Following negotiations and also intervention by Cllr Lehmann it has been suggested that KCC is to replace the shelter.
- iii) The Clerk had negotiated hard with Externiture, of preferred supplier as agreed previously and with funds allocated for the project has meant that both the eastbound and westbound shelters at Courtney Road could be replaced. The council voted unanimously to proceed with Externiture. **Action:** The Clerk is to progress and order the shelters once KCC have confirmed they are definitely replacing the shelter at the bottom of the hill. **Action:** Cllr Lehmann will liaise with the Clerk and KCC to ensure that the KCC shelter is of a similar design and will allow for the noticeboard to be reinstated.

12. Quiet Lanes Policy

Deferred until next full meeting.

13. Yew Tree Cottage and KCC Highways

- i) Regarding the entrance added to the SW corner on the corner of the junction with Dawes Road and Staple Street. Cllr Lehmann had spoken to KCC Highways who said that they would make a decision if the issue is raised by SBC. **Action:** The Clerk is the contact planning at SBC for clarification on the entrance.

14. Kent Plan Bee

A discussion was held between the councillor regarding the suggested policies under Kent Plan Bee and the approaches to verges and open space and balancing this with parishioner concerns over 'untidiness'. Different approaches were considered. Cllr Hewett proposed a policy that the council was in favour of increasing pollinators which was unanimously agreed. The council agreed for Cllr Hewett to survey and consider relevant areas of open space across the parish as a whole that could be used for pollinators before deciding next steps. **Action:** Cllr Hewett to revert with survey and plan at the next meeting.

15. Grass Cutting Contracts

The Clerk advised that these would need renewing in June. The council unanimously agreed to renew the contract for Mr Moon at the playing field for 5 cuts a year. **Action:** The Clerk is to prepare a new contract. Regarding the churchyard, Cllr Brice raised non pecuniary declaration of interest. There were concerns about the amount of work required for the church yard and the PCC's position. The Clerk highlighted that funding for work in church yards is a grey area legally for Parish Councils. **Action:** It was agreed for the Clerk to arrange a meeting with the PCC to discuss for the Chair and Vice Chair to attend. The contract for the cutting for the verge would need to be considered once the parish survey had been done and the approach discussed and agreed.

16. Finance:

a. Finance report

The Chair 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. The Clerk confirmed that the final outstanding cheques should be presented in February.

A/C Name	Invoice No.	Chq No	Description	Net	VAT	Gross
Rebecca Parr		L - Online	Salary 01/22- 02/22	725.40	0.00	725.40
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				758.90	0.00	758.90
Eon (now N-Power)	IN06111742	L- Online	Electricity 1/1/23- 31/1/23	121.12	6.06	127.18
G Doy		L- Online	Grass Cutting - January	70.00	0.00	70.00
KCC	900164047	L- Online	TRO	1056.00	0.00	1056.00
Prime One	1337 & 1320	L - Online	January & February	422.86	84.56	507.42
2commune	4206	L-Online	Website hosting	425.00	85.00	510.00
SLCC	51922	L-Online	membership R Parr	94.50	0.00	94.50
Enchanted Gardens Ltd		L-Online	Crab apple - jubilee	32.50	0.00	32.50
Nicola Smith		L- Online	Expenses - Maytree – Coronation tree	28.00	0.00	28.00
Total				3008.88	175.62	3184.50

C. Lloyds Online Banking / Nat West

- i) The Clerk would progress application to Lloyds to Cllr Smith and for bulk payments now that January's minutes had been signed.
- ii) The council discussed the potential closure of the Nat West current account and for the business reserve account. Cllr Tutt proposed waiting to start the closure until after the precept just in case. Cllr Clifford seconded and all agreed. It was agreed for the Clerk to open an instant access account with Lloyds in preparation for the closure of the Nat west Business Reserve and to transfer funds into the new account to earn interest.

17. Administration

- A. The Clerk is to attend election training on the 23rd February. Nomination pack had been forwarded to all councillors. The Clerk will advertise on FB, website and NB that the nomination packs to apply to be a councillor for the election was available from SBC and/or the Clerk.
- B. Disappointingly no nominations had been received for the KALC Community Awards.

18. Councillors Reports

- A. Cllr Tutt advised that the B&DNP had been passed with a 90% approval with those that voted. Cllr Kemp thanks Cllr Tutt for all his hard work with regards to the project. Cllr Tutt advised all councillors to obtain a copy from the B&DNP website as this document would now be used and referred to for all planning applications.
- B. Cllr Tutt advised that SBC were proosing the 50% reduction in streetlights to go ahead at their next meeting in a couple of days.
- C. Cllr Kevin advised that he was still waiting on a response from KCC with regards to the GDPR complaint. **Action:** Cllr Lehmann would chase.

19. Items to be placed on February's full meeting

- A. Highways Issues (HIP, speed)
- B. Footpaths, Verges & Hedges
- C. TPOs
- D. Streetlights
- E. Playing field
- F. Village Hall
- G. Quiet Lanes Policy

- H. Yew Tree Cottage and KCC Highways
- I. Boughton Hill Closure and works
- J. Bus Shelters
- K. Parish Pollinators
- L. Grass Cutting Contracts
- M. Jubilee Tree Planting
- N. Coronation

The Chair closed the meeting at 9.35pm

Date of next meetings:	Extraordinary Meeting:	6 March 2023
	Full Council:	20 March 2023

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.org.uk