

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 23 June 2014

Present: John Peto, Jeff Tutt, Vaughan Howland, Don Coles, Sandra May, Paul Mellett,
Phillippa Clarkson, George Bobbin, Andrew Bowles
Louise Blackshaw (Clerk)
3 members of the public

Declarations of Interest: Jeff Tutt declared an interest in planning application SW/14/0541.

1. **Apologies** None
2. **Notification of Additional Agenda Items:** Apsley Trust and Dunkirk Churchyard Public Liability Insurance

3. **Minutes of the previous meeting**

The minutes of the Annual Statutory meeting held on 19.5.14 and the Planning Committee on 2.6.14 had been previously circulated and were signed as an accurate record.

4. **Matters arising from the previous minutes**

- (a) Village Sign: Phillippa Clarkson had been unable to discuss this with the headteacher. She will continue to try to make contact and also suggested putting an article in the parish magazine to open up to a wider group for ideas.
- (b) Dunkirk Football Field: A response is awaited from Finns as to whether they are agreeable to a 3 year extension to the lease. Courtenay Rangers had confirmed they would commit to 3 years rent of the pitch subject to the rent being renewed annually.
- (c) Builder's Yard, Horselees Road: A meeting had taken place between KCC Highways and the developer and it appears that they are reaching an agreement as to measures to be put in place to help avoid flooding along with additional inspection chambers to aid maintenance. There was concern that the pipe had not been opened for the last 20 years – KCC Highways to be made aware of this and ask to inspect where it joins the junction as it was still felt that this could be a problem.

Andrew Bowles had joined the meeting, therefore it was agreed to bring the next item forward on the agenda which the 3 members of the public were attending to discuss.

SW/14/0541 Land at Dunkirk Road South - change of use of agricultural land to gypsy site. 2 residential mobile homes, 2 touring caravans, 2 utility blocks

Concerns were raised that some letters of representation from local residents which had been delivered to Swale House had not been received and had therefore not been taken into account in the officer's report. It was also felt that the officer's report contained other inaccuracies. The parish council (and other consultees) had not been informed that the application was due to be considered at the next planning committee (the application has since been pulled from the agenda).

Andrew Bowles said he was not happy with how this application had been dealt with and also explained to those present the procedure on how planning committee reports are produced. He advised those present that they could contact any members of the planning committee (along with himself and George Bobbin) to express their views before the planning committee meeting.

The three members of the public left the meeting.

5. Matters for public concern

- (a) Boughton Hill Drainage: The drainage works have now taken place on Boughton Hill. The drainage system has been connected to the pipework in the centre of the carriageway and the pipework discharging into the orchard has been blocked. Whether this has solved the problem will not be known until it rains. Don was thanked for his help in advising the workmen on site the background to the problems experienced.
- (b) Tree Preservation Orders: Currently awaiting a response from Paul Hegley regarding the application for a TPO on Poundfall Wood.
- (c) Enforcement Cases: The various sites were discussed. More details are needed before Swale Enforcement will investigate any further. The clerk will collate any information available to pass on to Jo Millard.
- (d) Neighbourhood Plan: There had been a good response rate of 21% returned questionnaires. The next meeting of the Neighbourhood Plan group (24 June) will start to analyse the results.
- (e) Dunkirk Churchyard – Public Liability Insurance: Written confirmation had been received that Boughton Church public and products liability insurance also covers Dunkirk Churchyard. The Vicar had also written advising that during August they will be recording the inscriptions on the headstones etc inviting anyone along to assist. John Peto to discuss with her.

6. Planning

- (a) Receive Decisions
SW/14/0539 48 Woodside – garage conversion – Approved.
- (b) Consider Applications: no new applications.
- (c) SW/13/1250 New Bungalow & SW/14/0397 – Manor House: There had been a good turnout for the site visits for these two applications. Both are being considered at SBC Planning Committee on 26 June.

7. Finance

- (a) Consider the report of the Internal Auditor: The report from the internal auditor for the year ended 31/3/14 had been previously circulated and was noted. Main issues arising are the need to review the asset register and consider the implementation of an electronic banking system.
- (b) Finance Report: The report and monthly cash account had previously been circulated and were taken as read.
- (c) Payments: The following payments were approved.

Cheque 1087	HMRC	PAYE for Clerk	£114.00
Cheque 1088	L Blackshaw	Clerk wages & office allowance	£191.65
Cheque 1089	L Blackshaw	Clerk expenses	£41.79
Cheque 1090	Namesco Ltd	Upgraded email package	£23.88
Cheque 1091	D Buckett	Annual Internal Audit fee	£233.10
Cheque 1092	UK Power Networks	Reconnection of supply to streetlight column (Woodside)	£548.40
DDR	EDF	Electricity Bill	£249.58
Total			£1402.40

8. Correspondence

The following items of correspondence had been received, and had been previously circulated by email:

- 04/06/2014 The Milestone Society - Local milestones – agreed to look into this further.
- 06/06/2014 Swale BC- Lights Out – to be included in parish magazine
- 18/06/2014 KALC - Rural Housing Policy Review Questionnaire - JT to respond
- 19/06/2014 NALC response to Secretary of State comments on NALC & media relations
- 17/06/2014 Andrew Bowles - Monthly newsletter
- 19/06/2014 KALC - Swale Area Committee draft minutes 2/6/14
- 16/06/2014 KALC - Councillors Conference - 19/7/14
- 29/05/2014 KALC - Police & Crime Commissioner & Secamb Event - 9/7/14
- 03/06/2014 KALC - DECC Consultation document on underground drilling access (comments to NALC by 8/8/14)
- 03/06/2014 KALC - Police contact points and mobile police station visits

The following publications were tabled:
ACRK – Oast to Coast

9. Matters not on Agenda (for information only):

Apsley Trust: Don Coles reported on the current position with the Apsley Trust.

UK Power Networks tree cutting, Courtenay Road: The contractor had not removed the cuttings and the ditch now needed clearing. The clerk to report to UK Power Networks to get the cuttings removed.

27 Horselees Road – the clerk to write to the occupiers requesting their front hedge is cut back to clear the footpath.

Date of Next meeting: Monday 21 July

Louise Blackshaw
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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