

## Dunkirk Parish Council

### Minutes of meeting held at Dunkirk Village Hall on 18 August 2014

Present: John Peto, Jeff Tutt, Vaughan Howland, Don Coles, Sandra May, Paul Mellett,  
Phillippa Clarkson  
Louise Blackshaw (Clerk)  
1 member of the public

Declarations of Interest: None.

1. **Apologies** Andrew Bowles
2. **Notification of Additional Agenda Items:** None.

The member of the public present raised the following issues:

- a) Lorries parking on the pavement at Gate Services which is restricting pedestrian access. The clerk to follow up with the Highways Agency and also report to the Police.
- b) Speed of traffic on London Road. It was suggested that a mobile police speed camera could visit the area. The clerk to investigate.
- c) London Road verge grass cutting – a small area has been missed. The contractor has been informed.
- d) Boughton Hill – a large shrub which had fallen earlier in the year is now in full bloom and requires cutting back. This will be attended to.
- e) Boughton Hill - a section of kerb is lower than the road probably caused by the subsidence issue. To be reported again to KCC Highways and request details of how much movement there has been in the last few months.
- f) Mast (data storage application) – Swale Borough Council have still not made a decision on this application. The appearance of the grounds and ongoing problems with brambles etc growing into neighbouring gardens to be reported again to the owners.
- g) Ditch alongside football field needs clearing and regularly maintained – this will be attended to.
- h) Courtenay Road to Dargate - the road is in extremely poor condition. The clerk to request an update from KCC Highways on when this is likely to be scheduled into their programme of works.
- i) A manhole which lifted during the storm a few weeks ago has still not been put back into place. This manhole is in the middle of the carriageway (up the hill towards Canterbury) and would be dangerous particularly if a motorbike tyre caught it – to be reported to KCC Highways.

The member of the public left the meeting.

### 3. **Minutes of the previous meeting**

The minutes of the Council meeting held on 21.7.14 and the Planning Committee on 4.8.14 had been previously circulated and were signed as an accurate record.

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

#### (a) Village Sign

The location of the sign was discussed and suggested that the post from the now redundant school sign could be used. Jeff Tutt to discuss with KCC Highways.

(b) Salt Bins

Two new salt bins to be located in Berkeley Close and Potters Corner have been requested through KCC Highways.

(c) Parking

A letter from Kent Police detailing the action taking regarding the two parking issues at the junction of Horselees Road/The Street and London Road was circulated. UK Power Networks had also been in contact with the owners of the vehicles parking in London Road.

**5. Matters for public concern**

(a) Highways Issues

These issues had been raised earlier in the meeting.

(b) Tree Preservation Orders

It was reported that trees had been cut down in the last two weeks. The clerk to inform the Tree Preservation Officer.

(c) Hedge Cutting

Dawes Road – the owners have been spoken to and most are in the process of cutting overgrown hedges back. The hedge to the south of Dawes Road opposite Pottery Cottage has been cut however the fence is now leaning over the road. Gary Gibbs to be asked to take a look and decide whether it is safe for oncoming traffic coming round the bend.

The hedge at Manor House has been cut.

(d) Enforcement Cases

Jo Millard had been on annual leave, therefore there was no update on the current enforcement cases.

(e) Crime Issues

Unfortunately PCSO Adam Sparkes was unable to attend the meeting, however he had sent an update on crime issues in the area which was tabled and noted. The Clerk was requested to arrange for PCSO Adam Sparkes to attend a meeting at which members of the public could raise their concerns.

Jeff Tutt now has 4 Neighbourhood Watch co-ordinators and will arrange meeting to get the group up and running.

**6. Planning**

(a) Receive Decisions

SW/14/0397 Manor House – approved.

(b) Consider Applications

14/500286/LBC – Mast, Courtenay Road - 6 dipole antennae + 1 satellite dish. The agent for the site had previously written stating that subject to the previous application for 3 dishes being approved, then the mast would be at full capacity. The clerk to query this with both the agent and the case officer. To be deferred until the Planning Committee on 1 September, when hopefully some clarification had been received.

(c) Mid Kent Planning Portal

There were still problems with the portal which continues to be inconsistent on what accurate information is available. The clerk to notify James Freeman of the difficulties experienced and suggest a meeting for all parishes/users of the portal to attend.

**7. Neighbourhood Plan**

The group had summarised the responses to the questionnaire which were to be discussed at the next meeting on 19 August. The next stage was likely to be to invest in some professional planning support to give advice on how to implement the questionnaire results into a plan.

**8. Finance**

(a) Finance Report: The report and monthly cash account had previously been circulated and were taken as read.

(b) Payments: The following payments were approved.

Cheque 1096	HMRC	PAYE for Clerk	£114.00
Cheque 1097	L Blackshaw	Clerk wages & office allowance	£191.65
Cheque 1098	Five Arrows Business Finance	Streetlight repair – Dunkirk Road North	£90.00
DDR	EDF	Electricity Bill	£249.58
Total			£645.23

**9. Correspondence**

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

	25/07/2014	SBC	Statement of Intent - comments requested. Next meeting October.
	05/08/2014	KALC	Devolution of services from principal authorities - examples/evidence requested. Agreed to submit details of grass cutting which Dunkirk took on from KCC some years ago
	05/08/2014	KPCC	Police & Crime Commissioners Newsletter
	06/08/2014	KALC	Open & accountable local government - plain english guide
	07/08/2014	KALC	Draft transparency code of parish councils with a turnover not exceeding £25,000
	08/08/2014	KALC	DCLG Technical consultation on planning
	08/08/2014	KALC	Community Trigger Briefing
	12/08/2014	KALC	Leader Programme in Kent
	13/08/2014	SBC	Community Asset Transfer policy review

**The following items were tabled:**

	CAB	Notice of AGM - 9 September 2014 at The Alexander Centre
	KCC	Kent Minerals & Waste Local Plan - submission document consultation 31 July - 12 September
		Countryside Voice

**10. Matters not on Agenda (for information only):**

(a) Brotherhood Wood. The following issues were reported:

- Trees are currently being cut down (there is a TPO placed on the wood).
- The fence has been moved and the site extended further into the woodland.
- Pitches are being let to residents who are not from the gypsy and traveller community, which breaches the planning consent.

The clerk to notify Planning Enforcement.

(b) Clerk working hours

The clerk to report back to the next meeting on hours worked per week.

The meeting closed at 10.05pm.

**Date of Next meeting:** Monday 15 September

Louise Blackshaw  
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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