

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 20 October 2014

Present: John Peto, Jeff Tutt, Don Coles, Vaughan Howland, Sandra May, Paul Mellett,
George Bobbin, Phillippa Clarkson
Louise Blackshaw (Clerk)

Declarations of Interest: None.

1. **Apologies:** None.

2. **Notification of Additional Agenda Items:** Sponsorship (discussed under 5(d))

3. **Minutes of the previous meeting**

The minutes of the Council meeting held on 15.9.14 and the Planning Committee on 6.10.14 had been previously circulated and were signed as an accurate record.

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

(a) Village Sign

A meeting had taken place on site with KCC Traffic Engineer who had calculated wind loading based on the measurements of the proposed sign and the existing post. These were within capacity. The redundant school warning sign will be decommissioned and removed. Planning consent to be obtained for erection of the sign on the post.

(b) Neighbourhood Plan

JP/JT gave an update on the current position. Housing surveys have been delivered to all households in Boughton and Dunkirk; the deadline for returns is 8 November. A planning consultant has been appointed and has given her initial thoughts on how the plan should be written. She will work alongside a consultant from Planning Aid England who will provide a limited number of days consultancy until June 2015.

(c) Apsley Trust

Don Coles reported that monies had been moved from the deposit account into the Trust fund. Nominations are needed in advance of a meeting on 4 November. Details to be posted on the parish council website.

(d) Football Field

Keep Out/Private Property notices had been ordered and will be erected once received. The dog waste bin had also arrived – the contractor to contact Sandra May to advise on position for it to be installed.

Letter of thanks to be written to the neighbours who had taken out the rope buried in the playing field.

5. **Matters for public concern**

(a) Highways Issues

- Boughton Hill – subsidence issue is currently being monitored by KCC Highways.
- Donkey Bob Hill – made safe for now - works scheduled for Feb/March 2015.
- Renaming of Woodsend Road to Snake Lane – request has been submitted to SBC Street Naming officer.
- Signage – The following signs have been requested from KCC Highways –
Horseless Road/Dunkirk Road South – “No Through Road”.
Horselees Road/Woodsend Road (Snake Lane) – “Not suitable for HGV”.
Denstroude Lane - “Sharp Bend”

- (b) Tree Preservation Orders
No response had been received following recent additional information submitted. The clerk to chase up.
- (c) Enforcement Cases
No update had been received on enforcement cases.
- (d) Crime Update
The clerk to circulate the crime update once it is available. There was concern about the huge increase in crime figures in the last 3 years. Jeff Tutt to propose that Rural Crime be put on the agenda for the next LEF on 2 December.

Neighbourhood Watch: 4-5 groups are in the process of being set up (costing approx. £25 each). It was proposed and agreed to support the groups with a donation towards funding once costs are confirmed. George Bobbin also suggested he may have some funding available which could be applied for.
- (e) DCLG Consultation – Planning & Traveller Sites
A consultation has been issued on proposed changes to national planning policy and planning policy for traveller sites to ensure that the planning system applies fairly and equally to both the settled community and travellers. Jeff Tutt to respond on behalf of the parish council. It is an open consultation and anyone is free to respond with their personal comments. Deadline for comments: 23 November.
- (f) Salt Bins
The request for two replacement bins in Berkeley Road and Dawes Road is being processed by KCC. A damaged bin on Donkey Bob Hill to be reported.

6. Planning

- (a) Receive Decisions: None
- (b) Consider Applications

14/503859/FULL - Iron Hill Cottages, Dunkirk Road South - Demolition of conservatory and replacement with single storey rear extension – agreed to support noting that the roof is 10% pitch and will require a special roof tile.

14/503131/FULL - Oak Lodge, Hickmans Green - Two storey side and rear extension – good to see an old building being restored and agreed to support with reservations about the roof line and the apparent massing of the roof. Would also prefer to see the brickwork rendered as it is currently, rather than weatherboarding.

SW/14/0204 - Land adjacent 85 Courtenay Road – a revised site layout plan had been submitted which SBC are awaiting comments from English Heritage. The position of the parking area and site office had been changed since the original plan.
- (c) Mid Kent Planning Service
The system is still causing problems and not working as it should. The portal has much information missing and errors which are not corrected. The system of alerting and notifying new information is inconsistent. The clerk to write to the Chief Executive to outline our concerns and problems the service is causing, and requesting a meeting to discuss the service and how the problems and backlog are being resolved.

7. 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 1103	HMRC	PAYE for Clerk	£114.00
Cheque 1104	L Blackshaw	Clerk wages/office allowance	£191.65
Cheque 1105	L Blackshaw	Expenses (Private property signs)	£41.94
Cheque 1106	Namesco	Renewal of dunkirkpc.org.uk domain (2 yrs)	£23.99
Cheque 1107	Namesco	Authenticated SMTP Access for dunkirkpc.org.uk (2 yrs)	£39.90
DDR	EDF	Electricity Bill	£249.52
Total			£661.00

Approval (2 signatories) was also given for the transfer of £10k from the current account to the reserve account (as agreed at the 5.9.14 meeting).

8. 2015 Elections

Information had been received from KALC regarding 2015 elections. Posters to be displayed on the notice board, village hall and local shops.

9. Clerk Contract/Hours

It was agreed to increase the clerk hours to 12 per week. The hourly rate also to be corrected. An amended contract to be issued.

10. Correspondence

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

25/09/2014	A. Bowles	Monthly newsletter
25/09/2014	KCC	KCC Funding - combined member grant scheme. Applications to be submitted for Village Sign and Neighbourhood Plan
25/09/2014	KALC	SBC Sports Grants – details to be passed to Courtenay Rangers
29/09/2014	KCC	Community Warden Service Consultation (deadline 9/11/14)
01/10/2014	KALC	KALC Community Award Scheme 2015
01/10/2014	KALC	Sustainable Communities Act - application process for Vehicle Operator Licence Applications
02/10/2014	KCC	KCC Highways Parish & Town Council Seminar - 19 November – Paul Mellett to attend
07/10/2014	KALC	Local Government Transparency Code - for Councils exceeding £200k income or expenditure
09/10/2014	Kent PCC	Request for feedback on new local policing model
13/10/2014	KALC	KCC Budget Consultation (deadline 28/11/14)
15/10/2014	Kent PCC	Police & Crime Commissioner Newsletter

The following items were tabled:

Oast to Coast

Southern Water - Water Resources and Drought Strategy

11. Timing of Future Meetings

It was agreed to revert back to 7.30pm start for Council and Planning Committee meetings now that the hall is available earlier.

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

- Letter of thanks to be written to Clifford Moon for the work he has done helping with cutting the playing field.
- Statement of Intent – Jeff Tutt attended the recent meeting with other parish council representatives and SBC. JT to draft comments to be submitted for inclusion in the Statement of Intent
- “Bearing Fruits 2031” The updated Local Plan is on the agenda for the LDF meeting on 28/10. There will be a further consultation in December before being submitted to the Inspectorate in early 2015.

Date of Next meeting: Monday 17 November

Louise Blackshaw
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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