

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 16 February 2015

Present: Jeff Tutt (Chair), Vaughan Howland, Don Coles, Sandra May, Phillippa Clarkson, Andrew Bowles, George Bobbin, Louise Blackshaw (Clerk)

Declarations of Interest: Sandra May – item 7(c)

1. **Apologies:** John Peto, Paul Mellett

In the absence of the Chairman, Jeff Tutt the Vice Chairman chaired the meeting

2. **Notification of Additional Agenda Items:**

Trees/Hedges on Boughton Hill
Dunkirk Churchyard

3. **Minutes of the previous meeting**

The minutes of the Council meeting held on 19.1.15 and the Planning Committee on 2.2.15 had been previously circulated and were signed as an accurate record.

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

- (a) Village Sign: Nothing further has been heard from KCC about use of the existing post since their correspondence stating they were ordering a new post. Andrew Bowles offered to follow up.
- (b) Litter Pick: George Bobbin following up with SBC.
- (c) Parking Issues: A meeting had taken place with one of the residents at Woodmans Hall. A suggestion of putting two additional parking spaces along the fence line was being investigated. It was noted that similar problems were likely to occur once the Builders Yard development was built as insufficient parking had been included in the scheme.

5. **Matters for public concern**

- (a) Highways Issues

The Street/Staplestreet Road/Horselees junction: Double yellow lines along this stretch being pursued with Swale. The Clerk to contact Stagecoach regarding repainting of bus stop markings at both bus stops. VH felt that there was a danger to the future of the bus route through Boughton as it is difficult for buses to pass through the village due to other vehicles parked which may result in the bus company not being able to operate through the village.

Staplestreet Road: Unsuitable for HGV sign has been requested at both ends of the road to help deter lorries taking this route.

Gate Services: the number of lorries parking overnight is getting worse. The clerk to contact VOSA to see whether they can get involved in moving lorries on.

- (b) Enforcement Cases: Dorothy Caravan –it is expected that an application for a Lawful Development Certificate for residential use of the caravan/site will be submitted to SBC.
- (c) Crime Update: The Crime update from Joanne Jewiss was tabled. Joanne will be attending the next meeting on 16 March. Pippa Clarkson to attend the next LEF meeting on 4 March when Crime will be on the agenda.

6. Planning

(a) Receive Decisions

14/503131/FULL Two storey side & rear extension - Oak Lodge, Hickmans Green – Approved.

14/505112/ADV - New image forecourt signage - Gate Service Station London Road – Approved.

(b) Consider Applications: None.

(c) Applications for consideration by SBC Planning Committee

14/504246/OUT - Detached single storey dwelling, new access & driveway - land adjoining The Firs Dunkirk Road South. Due to be considered at the Planning Committee 19/2/15, however it was likely that this would be removed from the agenda.

(d) Development in Rural Areas

A query has been made to James Freeman on how the 60% guideline referred to in the Supplementary Planning Guidance (SPG) document “Designing an Extension - A Guide for Householders” is implemented. This figure does not appear in any policy within the Local Plan but is often quoted in reports to committee and during committee meetings. It is felt that it is interpreted in an inconsistent way by Swale officers and the planning committee as some applications well over the 60% guideline are approved without question and others are refused.

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 1123	HMRC	PAYE for Clerk	£174.80
Cheque 1124	L Blackshaw	Clerk wages & office allowance	£283.04
Cheque 1125	Maytree Nurseries	Annual grass cutting	£650.00
Cheque 1126	Five Arrows Business Finance	Annual Streetlight clean	£726.00
DDR	EDF	Electricity Bill	£251.49
Total			£2085.33

(c) Grass Cutting Contract: Sandra May declared an interest and left the room while the discussion took place on the performance of the current contractor and suggestion that the contract be extended. As the contract was within the £1000 limit under the Financial Regulations there is no requirement to retender. It was proposed, seconded and unanimously agreed to offer the current contractor a further 3 year term subject to the same terms and conditions.

8. Neighbourhood Plan

The next meeting is a workshop on Policy Writing on 18 February. A call for sites has been sent out to local landowners. The deadline for responses is 15 March after which each proposal will be assessed for suitability. A conservation character assessment on The Street and two other areas will be undertaken by SBC.

9. Correspondence

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

03/02/2015	KALC	Planning update
04/02/2015	KALC	Local Government Finance Settlement Update
15/02/2015	Andrew Bowles	Monthly Newsletter

The following items were tabled:

11/01/2015	Rural Housing Alliance	Affordable Rural Housing - Guide for Parish Councils. To be passed to the Neighbourhood Plan Group
23/01/2015	SBC	Swale Automatic Number Plate Reader (ANPR) Camera Project
12/02/2015	Minster on Sea PC	Kent Resilience Forum (KRF) - Flood Warden Handbook. Minster had highlighted concern that parish councils are liable for flood wardens without any reference to the parish council before their appointment. The clerk to write to KALC in support of Minster's letter requesting that the document be withdrawn.

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

VH reported that the "Keep Out" signs have now been put up in the playing field.

85 Courtenay Road: It was reported that rubble and rubbish has been dumped which is visible from the road and the ditch along the site needs clearing. There are also vehicles parked which should not be there. The Clerk to report to GW Finn.

Courtenay Road Football Field: It was reported that a vehicle used to dump earth in the football field has caused huge ruts in the ground. In addition the gate had been found to be left unlocked. Therefore it was felt necessary to fit a replacement lock which has been put on the gate. The Clerk to write to Courtenay Rangers.

Churchyard: Dead branches to a tree in the churchyard have been removed and disposed of. The total cost was £240. It was proposed, seconded and agreed that the parish council would pay £80 towards the cost.

Trees/hedges along Boughton Hill: it was reported that these are leaning over and may fall. DC to find out ownership of the land so that the owner can be approached.

Manor House development: There are still problems with lorries accessing the site and struggling to get round the bends. Huge track marks/ruts have been left in the bank on the left hand side. To be reported to the developer. Ownership of the logging route is unclear and residents are concerned about its future – JT to try to establish who owns the title deed.

The meeting closed at 9.15pm and the chairman was congratulated on achieving a timely finish!

Date of Next meeting: Monday 16 March

Louise Blackshaw
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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