

## **Dunkirk Parish Council**

### **Minutes of meeting held at Dunkirk Village Hall on 20 July 2015**

Present: John Peto (Chair), Jeff Tutt, Vaughan Howland, Phillippa Clarkson, Paul Mellett, Don Coles, Louise Blackshaw (Clerk)  
Dennis Creed (Chair of Boughton Parish Council  
1 parishioner

#### **Proposed Yellow Lines opposite Woodmans Hall**

Dennis Creed, Chair of Boughton Parish Council joined the meeting to discuss this item. Following the site meeting with KCC to discuss the parking problems in this area, Dunkirk Parish Council were keen to have double yellow lines installed from the junction of Staplestreet Road to the bus stop and equivalent distance on the opposite side, however as part of this area was within Boughton, they too need to agree to the proposal. KCC had confirmed that the two parish councils would have to fund the cost. Dennis Creed confirmed that Boughton Parish Council would discuss this at the next meeting in September and would report back on their decision.

#### **Building Works at Longview, The Crescent**

A nearby resident was present for this item and reported on the problems he had encountered with the building works taking place at this site (in Boughton parish, but near the boundary of Dunkirk), in particular the dust caused by the bungalow being demolished and health and safety procedures not being followed by the contractor. He had reported the problems to various people within SBC including the Enforcement Dept who had made a site visit. He was advised to continue to keep SBC informed of any further problems and take legal advice if necessary.

Declarations of Interest: None

1. **Apologies:** Andrew Bowles, George Bobbin
2. **Notification of Additional Agenda Items:** Apsley Trust
3. **Minutes of the previous meeting**

The minutes of the meeting held on 15.6.15 and the Planning Committee on 6.7.15 had been previously circulated and were signed as an accurate record.

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

(a) Village Sign

The order for the new village sign has been placed.  
An application for grant funding from George Bobbin's localism budget has been submitted.

(b) Litter Pick

A list of proposed roads for inclusion in the litter pick has been put together and will be submitted to Swale.

(c) Bus Shelters

John Peto is pursuing getting the shelters cleaned up with a local tradesman. Vaughan Howland will be arranging for the roof of one shelter to be removed and replaced with a new one.

## 5. Matters for public concern

### (a) Highways Issues

Notification had just been received that Staplestreet Road will be closed 3 – 11 August whilst sewer and gas connections are supplied to the Manor House site. There was concern that with Dawes Road also closed, access for emergency services as well as local residents will be a major problem as the diversion is quite lengthy.

Berkeley Close/Manor House: Gary Gibbs is dealing with the damaged road with the contractor. Some of the contractors are now parking opposite Woodmans Hall and walking down exacerbating the parking problem there. This is likely to be even worse during the Staplestreet Road closure.

Blean House/Horselees Road: There has still not been any response from KCC or confirmation of when this work will be completed. George Bobbin had been told that there were no funds to complete the work - a lot of money has been spent on the scheme but without this grille the pipework will quickly become blocked. Jeff Tutt will follow up again.

#### Footways:

Horselees Road to Dunkirk Road South (ZR540) It was reported that this was blocked by a fallen tree which had not been removed. Jeff Tutt is following up.

Berkeley Close to Woodchoppers. JP has spoken to the site agent at Manor House suggesting they may like to consider clearing the path.

Draw Road (Logging Route): As ownership of the route does not appear to be registered, Phillippa Clarkson suggested that the parish council could consider adopting it for the benefit of the community. The legal side of this is somewhat of a minefield and it could be quite a lengthy and complicated. The clerk to obtain advice/guidance from KALC.

#### Hedges:

Dunkirk Road North/Horselees – has now been cut back.

Potters Corner/Dawes Road – owner has been established and will be contacted.

Dunkirk Road North/Weatherall Close – in hand.

### (b) Parking Issues

Woodmans Hall: Discussed at the start of the meeting.

### (c) Enforcement Cases

No update on the outstanding enforcement cases has been received despite several reminders to Jo Millard. The Clerk to follow up again.

Maytree Nursery – it had been reported that the nursery are in breach of their planning consent by selling items other than plants grown on the site. Enforcement to be asked to investigate.

Brotherhood Wood - It appears to be widely known that most of the residents are not gypsies which has been previously reported to Enforcement. Swale cannot demonstrate they have a 5 year supply of pitches, however with many of those at Brotherhood Wood not being occupied by gypsies, these “vacant” pitches could count towards the supply. To be reported again to Enforcement.

(d) Crime Update

Crime Prevention Initiative – UV Pens. The cost of the pens/stickers/bag is 50p each. John Peto proposed, Jeff Tutt seconded and it was unanimously agreed to go ahead with ordering 500 packs for Dunkirk parish. Philippa Clarkson will design the card to be inserted in the packs. An application has been submitted for funding from George Bobbin's annual localism grant.

The monthly crime update from PCSO Joshua Carle was tabled and noted.

**6. Planning**

(a) Receive Decisions

14/504246/FULL - Land adjoining The Firs Dunkirk Road South - Outline application for the erection of a detached single storey dwelling, creation of a new access, construction of driveway and associated works. Appeal allowed & permission granted.

15/503078/FULL - 10 Woodside - Two storey side extension. Approved,

15/503377/FULL - 47 Woodside - Erection of garden cabin and timber decking. Approved.

(b) Consider Applications

15/504083/FULL - Potters Corner, Dawes Road - Erection of a single storey rear extension and detached garage to side. Agreed to oppose the application on the grounds that it is over development with insufficient parking to what will become a 4 bedroom house with no additional on street parking available.

15/503682/FULL - Hogs Breath House, London Road - Re-building of existing pool house. Agreed to support – it is a secluded development and an improvement to the existing.

15/505260/FULL - 46 Woodside - Erection of garden cabin. No objection but request a condition stating no residential use.

15/503633/FULL - Red Lion Caravan Park - Change of use of holiday caravan park to residential caravan park. Agreed to support the application and ask AB/GB to call the application in so that it is considered by Planning Committee.

**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 proposed, seconded and approved.

	Payee	Description	Amount	VAT	Total
Cheque 1146	HMRC	PAYE for Clerk	£87.60	-	£87.60
Cheque 1147	L Blackshaw	Clerk wages/office allowance	£370.24	-	£370.24
Cheque 1148	D Buckett	Internal Audit Fee	£233.10	-	£233.10
DDR	EDF	Electricity Bill	£208.06	£41.61	£249.67
		TOTAL	£899.00	£41.61	£940.61

(c) Consider report from Internal Audit

The report from the internal auditor for the year ended 31/3/15 had been previously circulated and was noted. There were no major issues reported, however a review of the asset register and risk assessment is outstanding and to take place as soon as possible.

**8. Parish Councillor Vacancy**

Two expressions of interest had been received by the Clerk; one candidate had submitted an application in the form of a brief summary about himself and his reasons for wanting to take on the role. The second candidate had decided to withdraw his application due to his current workload but is prepared to be a reserve and be considered again should another vacancy arise.

The application was reviewed and discussed. Paul Mellett proposed, Vaughan Howland seconded and it was unanimously agreed to co-opt Stephen Hitch onto the Council.

**9. Neighbourhood Plan**

JT gave an update on the current position. Policies for the Neighbourhood Plan document are now starting to be drafted. A parking survey for households in The Street and nearby roads is about to be undertaken. A traffic flow survey may follow later on.

**10. LDF**

In the absence of Cllr George Bobbin this was not able to be discussed. To be deferred until the next meeting.

**11. Correspondence**

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

16/6/15	KALC	KCC Consultation on Kent's "Drainage and Local Flood Risk draft Policy Statement". Consultation deadline 24 July
16/6/15	SBC	SBC Local Plan Part 2; Gypsy & Traveller Site Allocations. Deadline for call for sites 31 July
1/7/15	SBC	Election Review Survey
6/7/15	KALC	Country Eye Launch

The following items were tabled:

2/7/15	Commonwealth War Graves Commission	Notification of graveyard agreement cancellation. (£15 per year had previously been received towards upkeep of the grounds)
Summer 2015	Oast to Coast	

**12. Matters not on the Agenda**

Apsley Trust: Don Coles reported on the current position. One payment had been made but the cheque returned as the recipient said they did not need the money. There is in excess of £3k in the fund.

The meeting closed at 10.05pm

**Date of Next meeting:** Monday 17 August

Louise Blackshaw  
Clerk to Dunkirk Parish Council

Signed

.....  
Chairman

Date

.....