

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 18 January 2016

Present: John Peto, Jeff Tutt, Vaughan Howland, Paul Mellett, Steve Hitch, Phillippa Clarkson, Louise Blackshaw (Clerk)
Brian & Sandra May (Maytree Nurseries) – item 3 only

Declarations of Interest: None

1. **Apologies:** Andrew Bowles, George Bobbin
2. **Notification of Additional Agenda Items:** Neighbourhood Watch (item 6d)
3. **Verge adjacent Mast site, Courtenay Road**

Brian and Sandra May had requested to attend the meeting to discuss the tree cutting work which had taken place. Whilst undertaking the work, some residents had commented that they were disappointed that the trees were being cut back, and now that further work to completely remove the trees was being suggested, Brian & Sandra wanted to ensure that the Council were aware of the comments made before going ahead. After discussion it was felt that if the trees are left as they are, they will sprout up again and become unwieldy. It was proposed and agreed to completely remove the trees. Brian and Sandra offered to plant some appropriate size shrubs along the fence line at a later date once the trees had been removed and the ground prepared. This was welcomed and their offer gratefully accepted.

Brian & Sandra May were thanked for attending and left the meeting. The clerk will write to confirm the work and thank them for their contribution.

4. **Minutes of the previous meeting**

The minutes of the meeting held on 21.12.15 and the Planning Committee on 4.1.16 had been previously circulated and were signed as an accurate record.

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

- (a) Manor House development: An email had been received from the developer which stated the following:
 - They have not yet decided whether they will refurbish the existing Manor House or sell it to a third party/owner/occupier to undertake the specialist work. The contractor will have completed the new build works at the site by the end of January.
 - The bat survey work has been properly and comprehensively carried out, in accordance with the advice and guidance from the ecologist.
 - The hedge fronting Staplestreet Road will be replanted with a post and wire fence installed to provide support, just leaving the pedestrian gate (which was existing) next to the Manor house as the only access from the road.
- (b) Courtenay Road Football Field: Courtenay Rangers had confirmed that unfortunately they will not be able to take on a further lease once the current agreement expires. After some discussion about possible uses for the field it was proposed, seconded and unanimously agreed that the clerk should inform GW Finn that Dunkirk Parish Council will relinquish their lease and not request a further term when it expires at 31/12/16. The clerk will also confirm this to Courtenay Rangers and remind them that at the end of the lease the portakabin and other equipment needs to have been removed from the site and the water and electricity supplies capped/terminated.
- (c) Proposed yellow lines opposite Woodmans Hall: The informal consultation leaflets are expected to be distributed to nearby residents within the next week. The clerk to obtain a list of those consulted to ensure all nearby properties have been informed.

6. Matters for public concern

(a) Highways Issues

Dawes Road:

There was concern about the standard of work being carried out at Dawes Road. It was agreed that the clerk should make the following points to KCC Highways:

- The sheet piling is approx. 3-4mm and felt to be too thin to resist the weight of the roadway and hydraulic pressure.
- There do not appear to be any holes in the pipes being installed for the water to run through.
- There is water on both sides of the sheet piling – it is not flowing away.
- The land on the south side of Dawes Road needs to be redug and cleared.

Boughton Hill:

There had been further problems of flooding and water flowing off the hill and into gardens in Staplestreet Road. A previous site visit with Alastair Coleman seemed to conclude that the problem may be a leaking fresh water pipe and was reported to Southern Water for them to investigate, however nothing has been heard since. Gary Gibbs had attended after the recent heavy rain – a pipe leading from a drain was cleared of roots, and he had requested the kerbstones be raised. The clerk to follow up with KCC Highways for an update.

It was reported that the road to Chilham, near Jezzards Lane is in bad condition, causing flooding when surface water runs off the land. To be reported to KCC Highways.

Footways and Verges: The pavement and steps near the bus stop on Boughton Hill become icy and slippery due to the lack of kerbstones causing water to flow onto the pavement. It was proposed, seconded and unanimously agreed to request a salt bin be installed at this location.

(b) Enforcement Cases

There had been no update on any of the enforcement cases since the last meeting. The clerk to request an update for the next meeting.

SBC Draft Strategy & Charter for Planning Enforcement: A copy of the response from Hartlip Parish Council had been previously circulated. It was agreed to support their views and submit comments on the draft.

(c) Crime Update

The crime update for November (taken from the www.police.uk website) was tabled and noted.

(d) Neighbourhood Watch

Jeff Tutt reported that the Neighbourhood Watch scheme in Courtenay Road was now up and running. The area had been extended to London Road from Courtenay House to Agrii. Jeff Tutt proposed and it was unanimously agreed that 5 signs be purchased (£10 each including installation cost).

7. Planning

- (a) Receive Decisions: None were apparent from the Mid Kent Planning Portal, however it was noted that 15/50949/FULL - Land adjoining The Firs, Dunkirk Road South - Construction of new 2 bed bungalow had been approved.

The clerk to write to James Freeman/Ryan O'Connell regarding the MK Planning Portal as the alert notification system is still not functioning and there is a delay in uploading information on the system.

- (b) Consider Applications:

15/509156/FULL - Dunkirk Farm, London Road - Retrospective application for extending existing vehicle crossing. No objection.

15/510006/FULL - Willow Cottage, London Road - Erection of two storey side extension. After discussion it was agreed to look at the site and drawings further and defer to the Planning Committee on 1 February.

- (c) S106 Agreement:

15/507497/FULL - Oakside Park, London Road - Change of use of holiday caravan park to residential caravan park. Jeff Tutt outlined the details of the draft S106 agreement which had been reviewed by SBC legal dept. There were certain elements which had not been incorporated, for example that on future sale, the properties should come back into the cycle and marketed within the parish to ensure continued local ownership. It was agreed for Jeff to liaise with SBC to reiterate these points.

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 proposed, seconded and approved.

Cheque No.	Payee	Description	Amount	VAT	Total
1173	HMRC	PAYE for Clerk	£174.80	-	£174.80
1174	L Blackshaw	Clerk wages/office allowance	£283.04	-	£283.04
1175	Zurich Municipal	Annual insurance premium	£506.10	-	£506.10
1176	GW Finn	Football field annual rent	£400.00	-	£400.00
1177	Maytree Nursery	Annual grass cutting contract	£650.00	-	£650.00
1178	Maytree Nursery	Topping out of trees along boundary of Mast site, Courtenay Road	£200.00	-	£200.00
1179	KALC	New councillor event attendance	£16.67	£3.33	£20.00
		TOTAL	£2230.61	£3.33	£2233.94

It was noted that the electricity bill from EDF has not been received.

- (c) Budget 2016/17

A draft budget for 2016/17 had been previously circulated and discussed. Amendments to be made now that the decision had been made regarding the football field.

9. Neighbourhood Plan

Jeff Tutt gave an update. An update is awaited from James Freeman following the meeting on 18 December. The NP group had offered to help fund the commissioning of Peter Bell as a consultant to finalise the Conservation Area Assessments which were started last year. The next meeting of the group is 9 February, 8pm.

10. Parish Council resignation and vacancy

There had not been any response so far to the vacancy which will continue to be advertised.

11. Correspondence

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

21/12/15	KALC	Provisional Local Government Finance settlement - Referendum principles
21/12/15	KALC	DCLG Consultation - National Planning Policy Consultation on proposed changes (Deadline 25 January 2016)
7/1/16	Stagecoach	Work Information: A2 Dunkirk to Harbledown, Kent. Carriageway resurfacing – bus route
8/1/16	KCC	Kent Minerals & Waste Local Plan 2013-30 Proposed Further Modifications (Deadline 4 March 2016)
8/1/16	KALC	Advance Notice: Delivery to Kent Residents, Encouraging Greater Recycling of Plastic (11-15 January 2016)
15/1/16	KALC	HM Queen's 90th Birthday celebrations – it was agreed to contact the playgroups to see whether they were interested in a joint event

The following items were tabled:

7/1/16	KCC	Funding for community groups - Andrew Bowles delegated grants event (6.2.16)
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12. Matters not on the Agenda

Boughton, Dunkirk & Hernhill War Memorial Research: £100 grant had been awarded from Andrew Bowles WW1 Centenary Project Grant Scheme. This will ensure that the website can be hosted for a further 2 years.

Date of Next meeting: Monday 15 February

Louise Blackshaw
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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