

## Dunkirk Parish Council

### Minutes of meeting held at Dunkirk Village Hall on 15 August 2016

Present: Jeff Tutt, Steve Hitch, Vaughan Howland, Paul Mellett, Phillippa Clarkson Daniel Brice, George Bobbin, Louise Blackshaw (Clerk)

Declarations of Interest: None

1. **Apologies:** John Peto, Andrew Bowles

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

Courtenay Road (discussed under item 5(a))  
Pottery Cottage (discussed under item 5(b))

3. **Minutes of the previous meeting**

The minutes of the meeting held on 18.7.16 and the Planning Committee on 1.8.16 had been previously circulated and were signed as an accurate record.

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

(a) Football Field

Barbara Dickenson had confirmed that after further consideration Courtenay Rangers did not wish to pursue the idea of a further lease on the football field. She thanked the parish council for their support over the years, and in particular to Vaughan Howland.

(b) Former RAF Mast

The reply to the response received from James Freeman regarding the overturning of the previous Refusal was still being drafted and would be sent as soon as possible.

The clerk reported that she had been in correspondence with Catherine Davidson from Woodland Investment Management (the owners of the mast).

Work on site - Catherine Davidson had said she wanted to receive reports of problems with work taking place or contractors on site from residents direct as often it was too late to take any action by the time she had received the complaint. The clerk tabled contact details to be given to nearby residents and placed on the noticeboard.

Grounds maintenance - Catherine had further stated that they would not be cutting back the overgrown areas as it was good land management from an ecological point of view to retain some wild areas – the clerk had requested that the wild areas be kept to the back of the site rather than adjacent the roadway and neighbouring properties.

The clerk had again suggested that a site meeting or attendance at a parish council meeting by a representative from Woodland Investment Management may help the parish and neighbours to understand how the site is managed and any intentions for further work. There has been no response to this request.

It was agreed that the Chairman would write to the owners to reiterate some of the points made by the clerk and explain the importance of the parish council's involvement and that they have a duty of care to represent the community.

(c) Draw Road

A local resident had reported on a recent incident where dog poo had been scattered along the route in a seemingly deliberate way. There had also been other occasions where obstacles had been put at one end of the path which although could be walked past, was not possible to get through with a buggy. The path has since been cleared of the mess and mowed - Daniel was thanked for his help in clearing the path. It was proposed, seconded and agreed that Daniel should continue to mow/clear the path on a monthly basis.

The issue of the nearby resident proposing to move his boundary into the path had been discussed at the Planning Committee and legal advice is currently being sought.

(d) Dunkirk Churchyard

Cutting had recommenced on 1 August. KWT had not been in touch to mark out the areas needing protecting. KWT had however recently been in touch to recommend that the churchyard be put forward as a local wildlife site. This had been passed on to the PCC as they are the owners of the grounds. It was agreed that the clerk would write to the PCC making the following points:

- The parish council and many residents are proud of the churchyard and how well it is maintained.
- Although protecting wildlife is important, the parish council feel strongly that they would prefer to manage the grounds themselves rather than have an outside organisation make demands on what can and cannot be done.
- If the churchyard is to become a wildlife site, confirmation that the parish are still able to undertake grass cutting etc to keep the grounds tidy. If certain areas need to be protected they need to be identified and clearly marked.
- Marked areas will not be cut, providing they do not interfere with the main use of the site – it is a churchyard which has regular visitors who wish to visit graves and pay their respects and not fight their way through overgrown grounds to do so.
- Although owned by the diocese, the parish council undertake the maintenance at no cost to PCC.

**5. Matters for public concern**

(a) Highways Issues

Scoggers Hill repairs – Gary Gibbs had responded that the work had been undertaken by the Jet patch team - it was not intended to be cut out or squared off, and although it looks temporary, it should be as good as a permanent repair.

Concrete on Boughton Hill – Gary Gibbs will try to get this removed without causing too much damage to the road surface.

Courtenay Road – Vaughan Howland reported that he had been told that Courtenay Road was to be closed for a period of time and no access would be given whilst works were going on. To be investigated further as no notification of this has been received.

(b) Footways Hedges and Verges:

ZR540 Hickmans Green – Mike Ellis is continuing to look into this as the footpath is still obstructed by fences. He will meet with the landowner to try to seek a resolution. The clerk to continue to chase.

ZR539 – footpath to rear of Weatherall Close is overgrown – to be reported to PROW.

ZR532 Stoney Road/Berkeley Close to Woodchoppers – further quotes still being sought.

Pottery Cottage – the owner had received notification from KCC Highways that the hedge needed cutting back to the marker posts in the road. He was happy to do this provided other nearby landowners did the same, however he said that as it had been like this for many

years, to cut it back as far as KCC had suggested would completely ruin the hedge. He also thought it would create increased speed along the road and make it more dangerous, and suggested additional signage be installed. It was agreed to try to arrange a site meeting with KCC Highways and invite the landowner to attend.

(c) Enforcement Cases

Red Lion: The investigation had concluded that the buildings were being lived in by family members and therefore treated as ancillary accommodation, therefore planning permission not required. They had been there since 2008 and no enforcement action would be taken.

There was no further update on the other outstanding cases.

(d) Crime Update

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

Steps from Staplestreet Road to bus stop – an incident had taken place where a car had driven into the bottom post, taking it out completely and therefore the handrail has had to be removed to make it safe. It has been reported to the police who are investigating with the information given from an anonymous witness. The clerk reported that as the handrail is not listed as a parish council asset, the repair could not be claimed on the insurance.

**6. Planning**

(a) Receive Decisions: None.

(b) Consider Applications:

16/505999/FULL - Barn, London Road - Alternative means of vehicular access. The plans were reviewed and it was agreed to support the application with the comment that the proposed access was better situated for accessing the site.

(c) Items to be considered at SBC Planning Committee 18.8.16

16/500338/FULL - Red Lion Caravan Park London Road - Change of use from static holiday caravan park to residential park home site. It was agreed that Jeff Tutt would attend to speak in support of the application.

**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.

Cheque No	Payee	Description	Amount	VAT	Total
1206	HMRC	PAYE for Clerk	£103.00	-	£103.00
1207	L Blackshaw	Clerk wages/office allowance	£432.06	-	£432.06
1208	KALC	Attendance at Councillor conference	£60.00	£12.00	£72.00
1209	David Buckett	Annual Internal Audit Fee	£233.10		£233.10
		TOTAL	£828.16	£12.00	£840.16

\*The electricity bill for streetlighting had not been received at the time of the meeting but would be paid by direct debit.

(c) Consider the report of the Internal Auditor

The report had previously been circulated. There were no significant issues raised and the annual return had been submitted. The clerk was congratulated on keeping everything in good order resulting in a successful audit.

**8. Neighbourhood Plan**

Jeff Tutt gave an update. A positive meeting had recently taken place with SBC which Abdool Kara had attended. The information requested 18 months ago is now finally coming forward from Swale. The potential sites are being reconsidered and SBC will be reviewing their suitability and sustainability. The conservation area appraisals are being amended to include design element.

**9. Correspondence**

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

27/7/16	KALC	UK Power Networks Introduction of national phone no 105 for power cuts
8/8/16	KALC	Bulletin on national developments and meetings - 5 August 2016
8/8/16	Swale BC	Swale Green Grid Partnership Open Meeting Invitation - 21 September 2016
9/8/16	KALC	Unsafe and Illegally parked HGVs - Kent Police article
9/8/16	KALC	Kent County Council: Local Transport Plan Consultation (deadline 30/10/16)
11/8/16	Andrew Bowles	Monthly newsletter

The following items were tabled:

Summer 2016	CPRE	Countryside Voice
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**10. Matters not on the Agenda**

KALC Swale Area Committee – Jeff Tutt and Phillippa Clarkson had attended the recent meeting and reported on the issues raised. The meeting had discussed emergency planning and a draft plan had been issued for parishes to put their own plan together. It was agreed that a formal plan in the detail suggested was probably not necessary but it may be useful to put together a list of contact details to be used in an emergency, however this would need to be kept updated. Copies of the booklet “what to do in an emergency” were tabled.

**Date of Next meeting:** Monday 19 September

L Blackshaw  
Clerk

Signed .....  
Chairman

Date .....