

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 23 January 2016

Present: John Peto, Jeff Tutt, Vaughan Howland, Daniel Brice, Paul Mellett, Steve Hitch, Andrew Bowles, Louise Blackshaw (Clerk)

Declarations of Interest: none

1. **Apologies:** Phillippa Clarkson, George Bobbin
2. **Notification of Additional Agenda Items:** None
3. **Minutes of the previous meeting**

The minutes of the meeting held on 19.12.16 and the Planning Committee on 7.1.17 had been previously circulated and were signed as an accurate record.

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

(a) Communications Policy

The draft policy is ongoing and a draft will be circulated for comments.

(b) Football Field

The Trustees had considered the request to widen the track alongside the football field to allow better access to the field behind. They were in agreement but wanted certain conditions to be applicable. The parish council had previously agreed they would accept 1-4 of the conditions. Condition 5 was that the parish council would not support any application for the site to be listed as a community asset under the Localism Act 2011. The Trustees' view was that the parish council did not wish to renew the lease and therefore there was not a need for a football field on that site. The parish council have an additional playing field available for the community to the rear of the site and the Trustees were assisting in bringing this back into use by allowing the track to be widened. This proposed condition was discussed in detail with differing views. Cllr Tutt felt that the parish council should not be committed to this condition in perpetuity. The proposal to allow the widening of the track with the conditions imposed by the Trustees was then put to a vote. Cllrs Howland, Mellett, Peto, Hitch & Brice were in favour of accepting the proposal. Cllr Tutt voted against. The clerk will write to Finns to confirm acceptance of the proposal.

5. **Matters for public concern**

(a) Highways Issues

Goddens Corner – Gary Gibbs was trying to get additional signage and a new barrier installed.

Lorry Parking at Gate Services – Cllr Bowles said that he had raised this at a recent Rural Policing Committee.

Staplestreet Road/Potters Corner – the hazard marker posts are leaning at an angle (some fallen completely) due to road edge dropping away. To be reported to KCC Highways.

Moth Field – it was noted that the damage which had been caused to the highway edge had been repaired.

(b) Footpaths, Hedges and Verges

Dawes Road/Pottery Cottage - the hedge on this side of the road has been cut back, however the hedge on the opposite site is overhanging and requires cutting back. Gary Gibbs to be informed as he had dealt with the property owner over the same issue previously.

(c) Dunkirk Churchyard

The Parochial Church Council had confirmed to Kent Wildlife Trust that they wished the churchyard to be listed as a local wildlife site. There was some concern that this would cause interference with how the site is managed. The clerk clarified the information from KWT which stated that "Local wildlife sites have no protection in law. The owner of the land which has been designated as a LWS is not obliged to carry out work to protect or maintain the land's wildlife interest. However it is hoped that owners and managers of LWSs will want to consider wildlife when making their management decisions".

The clerk to write to the owners of the Church to let them know that the churchyard is being listed as a local wildlife site which may attract more visitors, however, the parish council will continue to maintain the grounds in the same way as previously.

(d) Crime Update

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

Handrail – Staplestreet Road. No contact has been received from the owner of the vehicle which had caused the damage. It was agreed to write again and give 14 days notice to make the payment before the matter is pursued through the driver's insurance company via the police.

(e) Streetlights

It was proposed that an additional light along London Road could be considered as it is a dark area. The clerk to investigate costs and what permissions may be needed.

The clerk reported that the recent electricity bill received was substantially higher than previously. Notification of the increased tariff had been sent to a previous clerk and therefore the parish council had not been aware of the increased cost. The clerk will follow up with EDF Energy to negotiate terms.

(f) Notice board

It was suggested that an additional noticeboard for those at the Staplestreet Road end of the village would be beneficial. It was agreed that a suitable place would be inside the bus stop. Quotes to be obtained and a suitable position within the bus stop to install it to be identified.

6. **Planning**

(a) Receive Decisions

16/507025/FULL - Bossenden Place, London Road - Removal of condition 8 (time limit) to application SW/14/0225 for change of use of land to Wood Yard - in order to allow for the permanent use of the site. Approved.

(b) Consider Applications

17/500121/FULL- Maytree Nursery Courtenay Road - Variation of condition 2 of SW/03/0986 - to allow the sale of plants grown on site and associated items for gardening use within the hours of 8am to 6pm. The application was discussed and it was agreed to record no objection to the application, however a condition requesting proper disposal of waste and burning to be not allowed, to be requested.

It was also reported that waste was being disposed of in an unused pond and some waste is now encroaching into the neighbouring woodland. John Peto agreed to discuss this further with the owner.

(c) Planning Enforcement

An update on the current position with enforcement cases had been received following the meeting with Swale Planning on 7 January. Two items to follow up with them:

Brotherhood Wood – Enforcement to be asked to ensure that the number of caravans on the site is enforced in line with the planning consent.

Mazoe – the response from the owner confirmed that the business had been running from the property for 28 years. The position of the vehicles had moved from the rear of the property to the front, and are now visible from the road. The clerk to notify Enforcement that it was felt that this was a significant change which should require consent.

Brotherhood Wood - Modern Slavery Act breach. Swale's Safeguarding Officer had been in touch to request further details so that the claim could be investigated. It was agreed that without sufficient details or actual evidence it was not possible to report that a breach had taken place. Any other information to be sent to the Clerk who would pass on to the Safeguarding Officer.

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
1232	HMRC	PAYE for Clerk	£96.80	-	£96.80
1233	L Blackshaw	Clerk wages/office allowance	£406.75	-	£406.75
1234	Alzheimers Society	Donation in memory of Eunice Dennis	£50.00		£50.00
1235	ACRK	Action with Communities in Rural Kent annual subscription	£50.00		£50.00
1236	Maytree Nursery	Grass cutting contract	£650.00	-	£650.00
DDR	EDF	Streetlight Electricity (December)	£283.45	£56.70	£340.15
		TOTAL	£1,537.00	£56.70	£1,593.70

(c) 2017/18 Budget

A revised budget was tabled which included costs for additional streetlighting and noticeboard. It also included costs for the playing field however expenditure associated with the football field had been removed due to the lease not being renewed.

The clerk stated that although the proposed expenditure for the year was higher than the income, that there were sufficient funds in reserve should the additional expenditure on these additional items be required.

The 2017/18 budget was agreed.

(d) Insurance Renewal

The insurance expires on 26 January. The clerk had obtained quotes from 3 providers, the details of which were tabled.

The different terms offered by each insurer were discussed and after further consideration, it was agreed to place the insurance with Zurich on a 3 year Long Term Agreement at a cost of £488.85.

8. Neighbourhood Plan

Jeff Tutt gave an update. The Planning Consultant had reviewed the draft Plan, following which further amendments were being made. The plan will then be sent to Swale for their review.

9. Litter Pick

Following the letter from Swale regarding the Great British Spring Clean, it was agreed to look into arranging a litter pick for end of March. It was also agreed to liaise with the other nearby parishes to see whether they would be interested in also holding a litter pick on the same day.

10. Website

The clerk reported that KCC who host the current website were in the process of rolling out an updated version. This will give the website a new look and was an opportunity to include new items on it. The clerk requested details from everyone on any new information they would like to see on the website including new photos etc.

11. Correspondence

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

21/12/16	Swale Borough Council	Telephone box consultation (responses by 10/2/17)
23/12/16	Helen Whately MP	Newsletter
31/12/16	Andrew Bowles	Newsletter
4/1/17	Swale Borough Council	Great British Spring Clean
9/1/17	Kent Police & Crime Commissioner	Budget 2017/18
10/1/17	Swale Borough Council	Councillor allowances
6/1/17	KCC	Freight Action Plan for Kent Public Consultation (deadline 12/3/17). Paul Mellett to complete on behalf of the parish council
17/1/17	KALC	Lord-Lieutenant's Civic Service 14/3/17
18/1/17	KALC	KALC SAC Minutes & Agenda
20/1/17	Boughton Parish Council	Chopra thank you coffee morning 11/2/17

Items tabled:

Dec 2016	Swale Borough Council	SBC Annual Report 2015/16
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12. Matters not on the Agenda

Parking – it was reported that cars are starting to regularly park on an area of grass (maintained by the parish council) along London Road. It was agreed that a No Parking notice be posted on windscreens if this continues.

Fly tipping at Winterbourne. This is continuing to be reported to Swale.

Apsley Trust. It was noted that thank you letters had been received from those who had been granted a donation in December.

Date of Next meeting: Monday 20 February 2017

L Blackshaw
Clerk

Signed

Chairman

Date