

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 18 December 2017

Present: John Peto, Jeff Tutt, Daniel Brice, Steve Hitch, Phillippa Clarkson, Paul Mellett,
Louise Blackshaw (Clerk)
1 parishioner

Declarations of Interest: None

1. **Apologies:** Vaughan Howland, Andrew Bowles, George Bobbin
2. **Notification of Additional Agenda Items:** Ice/accidents at Goddens Corner (item 5b), KCC Volunteer Support Warden Scheme (item 11)

3. **Minutes of the previous meeting**

The minutes of the meeting held on 20.11.17 and the Planning Committee held on 4.12.17 had been previously circulated and were signed as an accurate record.

4. **Matters Arising**

(a) Street Nameplate Signs

The additional street nameplate for London Road had been installed. It was suggested it may be better positioned at an angle. Daniel Brice agreed to do this if it was felt needed. The replacement nameplate at Snake Lane had also been installed.

The clerk had investigated the cost of the additional London Road sign as the surround on one of the previously purchased signs had not been used. Swale had responded by saying that the costs of removing the previously installed nameplate, drilling it out of the frame and then fixing to the fence had actually cost more than had been invoiced, however this additional cost had not been passed onto the parish council. Therefore the additional sign had been charged at £136.25 (the same as the previous signs).

(b) Bonfires & Burning

It was reported that the fires were less frequent and Swale had now closed the file, however this would continue to be monitored and reported again if the burning/smoke incidents recur.

RSPB had been in touch with Maytree Nursery directly and also the neighbouring business and it was believed that work had taken place by both businesses to clear the boundary.

(c) Apsley Trust

Five recipients had received a donation.

(d) Parish Councillor Vacancy

The clerk confirmed that the applicants for the vacant position would be considered at the next meeting in January.

(e) Milestone Refurbishment

Daniel Brice reported that he was undertaking some further research and will report back at a later date.

5. Matters for public concern

(a) Playing Field

The clerk is chasing up the legal documentation with the solicitor for the purchase of the strip of land.

(b) Highways Issues

A resident had suggested yellow lines near 34-36 Courtenay Road where cars were regularly parking near the garages. A TRO for yellow lines is a lengthy process and it was agreed to try to establish the owner of the piece of land and suggest that as a first measure “no parking” flyers are placed on cars to deter parking.

Denstroude Lane – it was reported that the road is falling away near Church & State. The clerk to report to KCC.

Goddens Corner – the recent icy weather had caused two accidents on this corner. Flashing “ice” warning lights were suggested. It was agreed to first contact KCC to see whether grip strip road surfacing could be applied before additional signage was pursued.

Repairs to Gate Services slip road – there was still no news on when the delineators would be installed. Jeff Tutt continues to chase Highways England/KCC and also keeping Helen Whately MP informed.

Staplestreet Road near New Bungalow - now that hedge had been cut back, it can be seen how the road is deteriorating. JT to speak to KCC Highways.

Scoggers Lane/Rhode Common – trees need trimming in order to allow access for machinery to land at Foresters Lodge. JP to speak to KCC Highways.

(c) Footpaths, Hedges and Verges

The clerk had written to the owners of the properties within Orchard Gate to remind them of their obligations to keep hedges cut back. One owner had responded saying that he intended to do this work over Christmas.

Verge alongside Mast site, Courtenay Road – Maytree Nursery had confirmed that they did not object to someone else tidying this area on a voluntary basis. Jeff Tutt will confirm that there is no objection from the parish council.

Footpath to Bossenden Farm – a resident had noted that there was a five bar gate marked private blocking the way to an overgrown footpath to Bossenden Farm. It was believed that this was a “permissive path” rather than a public right of way and therefore down to the landowner whether he allowed the public to use it.

Entrance gates to the churchyard – a resident had said that these were in a very poor state and suggested that as the churchyard was kept in such good condition and recently received an award, a replacement pair of gates should be considered. The churchyard belongs to the Parochial Church Council and therefore the parish council would not be responsible for this. This would be explained to the resident who had raised this.

(d) Streetlights

The clerk tabled the costings from both Streetlights and Prime One Maintenance, this included prices for LED replacements on an ad hoc and rolling programme basis. After reviewing the prices it was proposed, seconded and agreed to award an annual contract to Prime One Maintenance, commencing immediately.

It was agreed to look into a programme of LED replacements and additional money would be put into the 2018/19 budget for this.

Possible grants from SBC/KCC for installing LED lights to be investigated.

(f) Crime Update

The Kent Police had confirmed that there were two PCSOs covering the Faversham area – Suzanne Fill & Mark Marriott. Non urgent crime can be reported using 101 or reported online. Suzanne Fill had said that she would pass on the parish council's concerns about the 101 service.

(g) Brotherhood Wood

Work had been seen to be taking place which appeared to be a new entrance being created. SBC Planning Enforcement to be informed.

An accident where a resident at Brotherhood Wood had been killed crossing the A2 was discussed. The clerk to write to Highways England questioning whether there should be a crossing point across the A2 at this location as it is an extremely busy road and dangerous to cross.

(h) Bossenden Wood – Ordnance Survey Maps

Jeff Tutt had been in touch with Ordnance Survey to ask whether a crossed sword symbol could be placed on the OS map to denote the Battle of Bossenden. This had been referred to English Heritage who have now confirmed that they were in agreement that the crossed sword symbol could be used. Waiting for OS to confirm that they will now place the symbol on the map.

6. Planning

(a) Receive Decisions: None

(b) Consider Applications:

17/504557/FULL - Land Adjacent 28 Horselees Road - Erection of 2 chalet style dwellings. Amended Details had been submitted which included planting of replacement trees. It was agreed that there was no objection but to request conditions in place stating that the trees should be Bramley trees from a quality stock which will grow to a substantial size. Also a restriction on any removal/cutting down of these trees in the future.

17/506134/FULL - 8 Berkeley Close - Erection of a single storey front extension, conversion of existing garage into a habitable space and internal alterations. The plans were reviewed and it was agreed to object on the basis of loss of a garage which would add to on street parking in an already congested area.

17/506201/TPO - Claremont, Dunkirk Road South - TPO Application - Re-Coppice Sweet Chestnuts. It was agreed that there was no objection to this proposal.

16/507586/FULL - Former Raf Mast Site - data storage facility. A noise report had been undertaken. The clerk has requested a copy.

(c) Planning Enforcement

The following updates had been received from SBC Planning Enforcement:

Pottery Cottage – planning application received which, once registered, will be sent to the parish council for comment.

Brotherhood Woods - prosecution file in respect to the damage to the woodland (felling of trees) has now been submitted, and is being considered by SBC legal team.

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
1287	L Blackshaw	Clerk wages/office allowance	£406.95	-	£406.95
1288	HMRC	PAYE for Clerk	£96.60	-	£96.60
1289	Zurich Municipal	Parish Council insurance renewal (3 year long term agreement)?	£510.19	-	£510.19
1290	SLCC	Society of Local Council Clerks Annual Subscription	£100.00	-	£100.00
1291	T Last	Churchyard maintenance	£650.00	-	£650.00
1292	Swale Borough Council	Street nameplate signs - London Road & Snake Lane	£271.04	-	£271.04
DDR	EDF	Streetlight Electricity (November)	£217.44	£43.49	£260.93
		TOTAL	£2,252.22	£43.49	£2,295.71

(c) Precept 2018/19

The Precept for 2018/19 was discussed. It was proposed, seconded and unanimously agreed to submit a Precept with 0% increase on the payment received in 2017/18. The proposed tax base set by Swale Borough Council for 2018/19 was £492.80. This would result in a charge of £23.93 for a Band D property (an increase of 0.53%).

(d) Budget 2018/19

The draft budget for 2018/19 had been circulated prior to the meeting. It was agreed to increase the amount for new streetlighting to take account of LEDs.

(e) Clerk Salary

The Chairman proposed a salary increase of 5% for the clerk with effect from 1/1/18. This was unanimously agreed and to be included in the 2018/19 budget.

8. Neighbourhood Plan

A meeting with Swale had taken place and it was disappointing that the officer had not reviewed the draft plan before her departure in December even though it had been sent to her some weeks ago. It was not known whether her replacement would be taking on NP responsibilities. The NP group were endeavouring to get the draft reviewed to ensure it is in a consistent format before it is put out for public consultation.

9. Correspondence

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

21/11/17	KALC	New Television Programme hoping to speak to Grandparents
30/11/17	KALC	KCC consultation on G&T site allocation policy – deadline 20 December. Jeff Tutt would submit a response.
5/12/17	KCC	ENCTS Renewals March 2018
8/12/17	Helen Whately MP	Helen Whately newsletter
12/12/17	SBC	Christmas greetings from the Leader of Swale Borough Council
13/12/17	Kent Tree and Pond Partnership	Kent Tree Wardens and Kent Pond Warden Scheme
14/12/17	Richard Mummery	Various local matters for parish council discussion. These had been discussed during the meeting
14/12/17	SBC	Rural Crime Training - 29 January 2018. Any nominations for attendees to be submitted to the clerk

Items tabled:

Winter 2017	CPRE	Countryside Voice
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10. 2018 Meeting Dates

The list of dates was tabled and would be placed on notice boards and on the website.

11. Matters not on the Agenda

KCC Volunteer Support Warden Scheme – Boughton Parish Council were taking part in the scheme. To be considered at the next meeting – Jeff Tutt would circulate details.

Swale Borough Council Heritage Strategy – Jeff Tutt was preparing a response to the questionnaire from SBC. Any thoughts to Jeff for inclusion in the questionnaire.

12. Resignation and Retirement of Chairman

It was with much regret to receive and accept the resignation and retirement of our Chairman, John Peto. He was thanked for his commitment and hard work over the 22 years both as a parish councillor and Chairman for the last 5 years. He will be sorely missed.

Date of Next meeting: Monday 8 January 2018 – Full meeting followed by Planning Committee
Monday 22 January 2018 – Full meeting

L Blackshaw
Clerk

Signed
Chairman

Date