

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 19 February 2018

Present: Jeff Tutt (Chair), Philippa Clarkson, Vaughan Howland, Steve Hitch, Paul Mellett,
Daniel Brice, Louise Blackshaw (Clerk)
Two representatives from Quinn Estates
3 parishioners

Declarations of Interest: None

1. **Apologies:** Julie Coleman, Andrew Bowles, George Bobbin
2. **Notification of Additional Agenda Items:** None
3. **Land at Canterbury Road/London Road**

Quinn Estates had asked to attend the meeting to discuss proposals for the site at Canterbury Road/London Road.

They explained that following the appeal for 77 houses which was dismissed by the Inspector in November 2017, they had recently submitted an appeal against the refusal of the application for 49 houses. At this point the Chairman asked Quinn Estates and the public present to leave the meeting while this was discussed privately with Council members. After discussion it was agreed that until the grounds of the appeal were known, the Council did not feel able to discuss any further proposals for this site in case they became prejudicial to the appeal. If a further application was submitted by the applicants, then the parish council would comment under the normal consultation process.

Quinn Estates were informed of this decision and left the meeting. The parishioners present also left the meeting.

The Chairman then formally opened the meeting.

4. **Minutes of the previous meeting**

The minutes of the meetings held on 22.1.18 and 5.2.18 had been previously circulated and were agreed and signed as an accurate record.

5. **Matters Arising**

Milestones – Daniel Brice confirmed that he was still investigating to try to clarify the mileage to be shown. He was waiting for a response from Boughton Parish Council to discuss the milestones they had refurbished.

Bonfires and Burning – the recent incidents had been reported to the Environment Agency and SBC Environmental Health Dept.

Disclosable Pecuniary Interests (DPIs) – the clerk advised that requests for removing personal details on DPIs from the public website needed to be sent to SBC Monitoring Officer explaining why the DPI was sensitive. The Monitoring Officer would then consider the request and, if agreed, the information would be withheld from the public website.

6. Matters for public concern

(a) Playing Field

The Chairman and the Clerk had separately spoken with Land Registry and both conversations had confirmed that the strip of land being purchased could be registered in the name of Dunkirk Parish Council without the need for 3 members' details to be included. The Clerk had relayed this information to the Solicitor and asked him to proceed on this basis. The Clerk's details (as officer of the council) could be used if necessary for ID purposes.

(b) Highways Issues

A request had been received from Boughton Parish Council asking whether an "Unsuitable for HGV" sign could be placed at the junction of London Road near the mini industrial estate to deter HGVs from driving through Boughton Street and for them to be redirected onto the A2. This was agreed and the request to be passed to KCC Highways.

Goddens Corner – KCC Highways considering options for grip surface and/or signage.

There had been no response to date from the Director of Highways at KCC to the letter regarding HGVs and signage at Staplestreet Road.

(c) Footpaths, Hedges and Verges

Boughton Hill near steps to Stoney Road – trees are covered in ivy which a resident had suggested be removed and also suggested additional planting on the bank which would help bind the bank and stop the brambles growing over the footpath. To be reported to KCC Highways.

Boughton Hill – overhanging trees – Daniel Brice had arranged to meet with the owner.

Scoggers Road – one landowner has still not cut the hedge. To be reported again to KCC Highways.

(d) Crime Update

Jeff Tutt and Daniel Brice had attended the Swale Borough Council rural crime training session on 29/1/18.

(e) Grass Cutting Contract

To be deferred to the next meeting.

7. Planning

(a) Receive Decisions: None

(b) Consider Applications: None

(c) Planning Enforcement: Nothing further to report.

8. Finance

(a) Finance Report

The report and monthly cash account had previously been circulated and were taken as read. It was noted that £1235.37 VAT reclaim had been received for the period 1/4/17 – 31/12/17.

(b) Payments:

The following payments were proposed, seconded and approved:

Cheque No	Payee	Description	Amount	VAT	Total
1298	L Blackshaw	Clerk wages/office allowance	£425.25	-	£425.25
1299	HMRC	PAYE for Clerk	£101.40	-	£101.40
1300	PFL Electrical	Streetlight repairs (Oct 2017)	£368.00	£73.60	£441.60
1301	Prime One Maintenance	Streetlight maintenance	£149.45	£29.89	£179.34
1302	Action with Communities in Rural Kent (ACRK)	Annual Membership	£50.00	-	£50.00
DDR	EDF	Streetlight Electricity (January)	£218.48	£43.70	£262.18
		TOTAL	£1,312.58	£147.19	£1,459.77

9. General Data Protection Regulations (GDPR)

The Clerk had attended a KALC workshop and tabled a summary of the new GDPR legislation which comes into effect 25/5/18.

One of the requirements of the regulations was to appoint a Data Protection Officer (DPO). The view of NALC and KALC was that this could not be the clerk due to conflict of interest and also that the DPO needed to have expert knowledge in data protection law.

It was agreed that the Clerk would investigate further and contact the companies suggested by KALC to obtain costings and details of what would be included within the fee.

The Clerk would also look into creating parish council email addresses for each councillor, as although this was not mandatory, it was deemed best practice for council members to use a specific parish council email address for parish council purposes.

10. Neighbourhood Plan

The draft plan was still with Swale Borough Council for review. The NP committee had recently written to Swale chasing this up.

11. Correspondence

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

22/1/18	Theresa Mount	Land use for metal detecting. It was agreed that there was no suitable land which could be used.
26/1/18	Kent Tree and Pond Partnership	Tree and Pond Warden Activities and Training February
26/1/18	KALC	KALC Annual Planning Conference (Friday 16 March)
26/1/18	Graham Gilbert	Pudsey Bear meets Father Christmas – fund raising event Boughton Village Hall (8.12.18)
30/1/18	Swale Borough Council	Great British Spring Clean 2018. It was agreed to take part again this year and arrange for Saturday 24/3/18
1/2/18	Swale in Bloom	Parishes in Bloom 2018
2/2/18	Hearing Dogs	Great British Dog Walk for Hearing Dogs for Deaf People (21.4.18)
6/2/18	KALC	Police officer phone scam
8/2/18	Faversham Society	Swale Landscape Designation Review (meeting 26/2/18)
11/2/18	Andrew Bowles	Andrew Bowles newsletter – January
16/2/18	Helen Whately MP	Helen Whately newsletter

12. Matters not on the Agenda

Website: it was agreed that more up to date photos needed to be shown on the website.
Everyone to let the Clerk have anything they wish to be included.

Date of Next meeting: Monday 5 March 2018 – Planning Committee
Monday 19 March 2018 – Full meeting

L Blackshaw
Clerk

Signed
Chairman

Date