

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 17 September 2018 at 7.30pm

Present: Jeff Tutt (Chair), Philippa Clarkson, Vaughan Howland, Steve Hitch, Daniel Brice, Julie Coleman, Andrew Bowles, George Bobbin, Louise Blackshaw (Clerk)
One parishioner (item 2)
Mark Radford, Chief Executive, Swale Borough Council (item 3)

Declarations of Interest: None

1. **Apologies:** None

2. **Remembrance Cross**

Mr Mummery explained his proposal to erect a cross in the churchyard during Remembrance week which would show the names of those who fell in the 1st World War. The proposal was unanimously agreed. Any names to go on the cross to be sent to Mr Mummery by 25 October.

Mr Mummery left the meeting.

3. **Swale Borough Council Corporate Plan**

Mark Radford and Andrew Bowles explained that the corporate plan for 2019-2022 was being prepared and all parish councils had been invited to make any comments for consideration in the new plan. The parish council put forward various ideas on what they felt should be included in the new plan.

A key factor was that the council felt that working together and communication with parish councils should be included in the plan as this was felt lacking currently.

The clerk would forward the parish council comments to Mark Radford & Andrew Bowles.

Mark was thanked for attending and left the meeting.

The Chairman formally opened the meeting

4. **Notification of Additional Agenda Items:** Draw Road (item 11), Clerk Performance Review (item 11)

5. **Minutes of the previous meeting**

The minutes of the meeting held on 20.8.18 and the Planning Committee on 3.9.18 had been previously circulated and were agreed and signed as an accurate record.

6. **Matters for public concern**

(a) Highways Issues

Scoggers Hill – Steve Hitch reported that the road near the development was already becoming damaged due to the heavy vehicles accessing the site. It had been flagged up at the time of the application that the roads would not be able to cope with the many construction vehicles which would be moving back and forward to the site. There were no conditions in the planning consent which required the roads to be repaired once the development was complete. Andrew Bowles agreed to speak to an officer at KCC Highways to establish what repair work could be put in place.

There was a water leak at Dawes Road/Staplestreet Road junction – To be reported to Southern Water.

Boughton Hill – the safety rail near the bus stop had been damaged for some time. It was confirmed that this was in KCC programme of works but a date not yet known. There was also overgrown vegetation in this area which was restricting the footway. This had also been reported to KCC but it was agreed that the parish council may try to clear some of this.

A parishioner had suggested that the verge area near the mast site could be converted into a parking area. It was agreed that members of the parish council to have a look, however this would require approval by Swale Borough Council Transportation Board. It was not known who owns the land – the owners of the mast or KCC Highways.

Staplestreet Road – there had been no update on the safety audit which had taken place. Jeff was continuing to chase KCC Highways department as it had been some time since the site meeting in April.

(b) Footpaths/Verges/Hedges

The owners of Highwood Lodge were proposing an alternative footpath which could be used during the building works which would avoid the construction area and be more suitable for horses. It was agreed that providing the existing PROW was not closed or obstructed then there was no objection to a temporary additional route being provided by the landowner.

(c) TPOs

Mark Radford had responded to the complaint saying that the request would be looked into by the end of October. He had also asked the Head of Planning to arrange a meeting with the parish council to discuss this and other issues.

It was reported that trees were continuing to be removed at Berkeley House which was one of the areas requested that the blanket TPO covered. He stressed that once the trees were removed it was too late to do anything. It was agreed that the Clerk would write to Mark Radford requesting that this site be looked at as a matter of urgency due to the threat of development.

Holly Hill Wood – there had been no response from the Forestry Commission regarding the standard of workmanship in this wood.

(d) Streetlights

A complaint had been received regarding the standard of workmanship of the replacement LEDs. Photos had been provided but it was not known how the lights had been accessed in order to take the photos. This was being investigated and would be discussed with the streetlighting contractor.

7. **Planning**

(a) Receive Decisions:

18/503871/FULL - Claremont, Dunkirk Road South - Erection of rear single storey garden room. Approved.

(b) Consider Applications:

18/504642/FULL - Christchurch House - Proposed garage extension and internal alterations. The plans were reviewed and it was agreed that there was no objection to the proposal, however it would be pointed out that the existing garage had to be piled when it was built and also that there is a water main nearby.

(c) Planning Enforcement:

An update had been received from George Mynham on Brotherhood Wood – a hearing had taken place on 20th August 2018 regarding the Breach of the Tree Preservation Order. A pre trial hearing for full disclosure has been set for 24th September 2018, with a trial start date fixed for the 13th December 2018. A site visit was due to take place to follow up on the enforcement notice on non travellers leaving the site and unauthorised use of part of the land.

(d) G&T KALC

A letter from KALC Swale Area Committee regarding the growth and associated issues with traveller sites had been circulated, along with the response from James Freeman, Head of Planning. This was discussed and agreed that it was an unsatisfactory response from James Freeman who had dismissed all the items raised.

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
1335	L Blackshaw	Clerk wages/office allowance	£425.45	-	£425.45
1336	HMRC	PAYE for Clerk	£101.20	-	£101.20
1337	L Blackshaw	Clerk expenses – toner cartridges	£265.40	-	£265.40
1338	Prime One Maintenance	Streetlight maintenance	£149.45	£29.89	£179.34
1339	G Doy	Grass cutting contract	£66.00	-	£66.00
DDR	EDF	Streetlight Electricity (Aug)	£218.65	£43.73	£262.38
		TOTAL	£1,226.15	£73.62	£1,299.77

9. Neighbourhood Plan

The transport and environment sections had been revised.

10. Correspondence

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

23/8/18	Swale Borough Council	Consultation: Swale Cycling and Walking Policy Framework 2018-2022 (closes 5/10/18)
30/8/18	KALC	Swale Area Committee correspondence with James Freeman regarding Gypsy & Traveller issues
28/8/18	Kent PCC	Kent PCC August 2018 Newsletter
6/9/18	KCC	KCC Household Waste Recycling Centre (HWRC) Consultation (closes 1/11/18)
13/9/18	Andrew Bowles	Monthly newsletter

11. Matters not on the Agenda

Draw Road

A price of £180 was received for end of growing season clearing and tidying of the track. It was proposed, seconded and unanimously agreed to go ahead.

Clerk Performance Review

The Chairman reported that the annual review of the clerk's performance had been undertaken. Following this it was suggested that councillors take on responsibility for certain tasks or projects as they arise. The clerk was thanked for her hard work during the year.

Date of Next meetings:

Monday 1 October 2018 – Planning Committee

Monday 22 October 2018 – Full Council

L Blackshaw
Clerk

Signed
Chairman

Date