

Dunkirk Parish Council

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

Present: Jeff Tutt (Chair), Philippa Clarkson, Vaughan Howland, Daniel Brice, Julie Coleman, Steve Hitch, Peter Demery, Louise Blackshaw (Clerk)
2 parishioners (item 2)

Declarations of Interest: None

1. **Apologies:** Andrew Bowles

2. **83 Courtenay Road**

The two parishioners present explained that they had recently moved into this property and were considering a single storey extension. They had visual designs which they shared with those present and welcomed the council's views or ideas on anything else which should be incorporated before they submit a planning application.

The general view was that there was nothing additional to add and would comment formally if and when a planning application was submitted.

The two parishioners were thanked for attending and left the meeting.

The meeting was formally opened

3. **Notification of Additional Agenda Items:** Staplestreet Road proposed TRO (item 6a)

4. **Minutes of the previous meeting**

The minutes of the meeting held on 19.11.18 were agreed and signed as an accurate record. It was noted that there were no minutes of the Planning Committee on 3.12.18 as the meeting had been cancelled.

5. **Matters Arising**

(a) Apsley Trust – Pippa Clarkson reported that 3 payments had been made during the year (one at Easter and two in December) and gave details of those who had been awarded a payment. Vaughan Howland thanked Pippa for her hard work with the Trust and ensuring that payments to those in need were continuing to be made. Everyone agreed that it was important that the Trust continued. It was suggested that the background to the Trust and how/when it had been set up would be interesting for the parish to be made aware of and could be included in a future edition of the parish magazine.

(b) Rural Sustainable Settlement Study 2018 – a draft response had been circulated. It was agreed to add that broadband provision for large parts of the parish was inadequate with no planned upgrade.

(c) Water leak Dawes Road/Staplestreet junction – The clerk had been advised by SE Water that the fault had been resolved, however it was thought that there was still a leak. The clerk to follow up again with SE Water.

6. **Matters for public concern**

(a) Highways Issues

Staplestreet Road – plastic bollards had been installed at the road edge but they were very flimsy. Jeff agreed to take up with KCC Highways and continue to push for a barrier in that

location. A car had recently gone over the edge and had to be pulled out due to the large drop at the edge of the road.

Staplestreet Road – documents regarding a proposed weight restriction traffic order had been received from KCC. It was agreed to write in support of the Order and suggest that a further advisory sign was required on the A299 Thanet Way.

Swale Joint Transportation Board – Jeff reported on two items which had been discussed at the meeting on 17 Dec:

- 20s Plenty – Swale were proposing 20mph speed limit throughout Faversham which would be considered at a future Joint Transportation Board meeting. The Council felt that there needed to be further analysis of the statistics in the current report, particularly regarding emissions.
- Lorry Parking – the report to the committee showed that 1/3 of overnight lorry parking for Kent was taking place in Swale. KCC would be working on additional lorry parking provision with Highways England and lorry park operatives but it would be some time before this would come to fruition.

(b) Footpaths, Verges & Hedges

Footway at the corner of Horselees Road/St Pauls was damaged and uneven. To be reported to KCC Highways.

Horselees Road – overhanging vegetation opposite Blean House. The clerk to follow up with the owner and ask for it to be cut back.

Verge adjacent Mast site – it was agreed to consider including this in the grass cutting contract for the following year.

(c) TPOs

Swale had confirmed that they were proposing to place TPOs on areas of land in the parish. 4 out of 10 Orders had now been made. The clerk circulated the details.

(d) Streetlights

The order for the 10 LED upgrades had been placed. The contractor would be replacing the urgent light at Dunkirk Road South as soon as possible and the remaining upgrades in the New Year. There were two other lights which had failed (Woodside and London Road) which had been reported to the contractor.

Streetlighting contract – the contract had been with Prime One Maintenance for one year. It was a rolling contract however the Clerk suggested that the Council should consider whether they were happy to continue or look to tender the contract again. This was discussed and agreed that it was not only the price but the service which had to be considered which had been good throughout the year. It was proposed, seconded and unanimously agreed to continue the current contract with Prime One Maintenance.

(e) Crime Update

The Kent Police Rural Team and Rural update reports were circulated.

7. **Planning**

(a) Receive Decisions:

18/504637/FULL - Gordon Cottage London Road - Erection of first floor rear extension.
Refused

18/503983/FULL - Land Adj The Old School London Road - Proposed residential development of 6no. units with associated parking and external works. Withdrawn

18/505342/FULL-10 Berkeley Close - Conversion of garage to habitable room and erection of single storey front extension. Approved

(b) Consider Applications:

None

(c) Planning Enforcement:

Red Lion – the Indian takeaway was now operating from inside the pub.

Wild Food – waiting for a response from Graham Thomas.

Brotherhood Wood – the entrance was being enlarged which has been reported to SBC. Burning had also been taking place which has also been reported to SBC. It was understood that a site visit was due to take place that day.

(d) Meeting with James Freeman, Head of Planning

The Clerk tabled the response from James Freeman following the meeting held on 6 November. A response to be drafted.

8. Finance

(a) Finance Report

The report and monthly cash account had previously been circulated and were taken as read. It was noted that £1,579.56 VAT Reclaim for April – October had been received.

(b) Payments: The following payments were proposed, seconded and approved:

Cheque No	Payee	Description	Amount	VAT	Total
1352	L Blackshaw	Clerk wages/office allowance	£425.45	-	£425.45
1353	HMRC	PAYE for Clerk	£101.20	-	£101.20
1354	Prime One Maintenance	Streetlight maintenance	£149.45	£29.89	£179.34
1355	G Doy	Grass cutting contract	£66.00	-	£66.00
1356	M Bradley	War memorial clean	£35.00	£7.00	£42.00
1357	Jeff Tutt	Expenses – gift for Armistice service volunteers	£55.58	-	£55.58
1358	Zurich Municipal	Insurance renewal	£518.36	-	£518.36
1359	Society for Local Council Clerks	Annual Subscription	£122.00	-	£122.00
DDR	EDF	Streetlight Electricity (Nov)	£217.61	£43.52	£261.13
		TOTAL	£1,690.65	£80.41	£1,771.06

(c) Budget 2019/20

The Clerk tabled the second draft of the budget for 2019/20 following comments from the previous meeting. £7,000 had been entered for LED upgrades rather than the £10,000 previously proposed - the Clerk explained that following the latest 10 upgrades which would be paid in this financial year, there would only be 22 lights remaining and therefore only £7k would be needed.

The clerk stated that if everything in the budget was spent during the year it would leave a relatively low balance in the reserves and any other large expenditure may not be able to be

considered. It was however noted that the electricity supply should decrease due to the LED upgraded lights.

(d) Precept 2019/20

The Precept for 2019/20 was discussed. It was proposed, seconded and unanimously agreed to submit a Precept of £12027 which was a 2% increase on the payment received in 2018/19. The increase would be used to fund further LED streetlight upgrades. The proposed tax base set by Swale Borough Council for 2019/20 was 495.69. This would result in a charge of £24.26 for a Band D property (an increase of 1.39%).

9. Neighbourhood Plan

The team were still aiming to get the draft plan to Swale by the end of January for it to be reviewed.

There was a meeting taking place with Swale Conservation Officer which Boughton Parish Council would be attending to discuss the proposed changes to the conservation areas which had been consulted on earlier in the year.

10. Local Plan Panel

Jeff Tutt gave an update on the meeting which had been held on 29 November.

11. Swale Borough Council corporate plan 2019-2022

The Consultation Draft received from SBC had been previously circulated. It was agreed that there were no further comments to make and it was good to see that there was an objective strengthen the relationships with parish councils included.

12. Correspondence

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

23/11/18	KALC	Glover review - A call for evidence on the future of National Parks and AONBs (deadline 18/12/18)
23/11/18	KCC	KCC Consultation on Libraries, Registration and Archives strategy (deadline 29/1/19)
6/12/18	KALC	Brexit Preparedness - Kent County Council update
12/12/18	Andrew Bowles	Christmas Greetings from Cllr Andrew Bowles
14/12/18	KALC	KALC Swale Area Committee Minutes 26/11/18
14/12/18	Andrew Bowles	Andrew Bowles newsletter

The following items were tabled:

Richard Mummery	Courtenay Exhibition & Christmas wishes. It was agreed to discuss the Courtenay Exhibition at the February meeting
Mayor & Mayoress of Faversham	Christmas card
Mayor & Mayoress of Faversham	Invite to Charity Banquet & Ball – 22/3/19
Mayor & Mayoress of Swale	Christmas card

13. Matters not on the Agenda

KALC AGM – Jeff Tutt reported on items discussed at the AGM.

Berkeley House – the owner was looking to revise the scheme and also looking at options for providing local cost housing. He had asked whether the parish council were aware of any areas of land where he may be able to approach the landowner. To be discussed at the next meeting.

Date of Next meetings:

Monday 7 January 2019 – Planning Committee
Monday 21 January 2019 – Full Council

L Blackshaw
Clerk

Signed
Chairman

Date