

## Dunkirk Parish Council

### Minutes of meeting held at Dunkirk Village Hall on 18 March 2019 at 7.30pm

Present: Jeff Tutt (Chair), Phillippa Clarkson, Daniel Brice, Peter Demery, Julie Coleman, Louise Blackshaw (Clerk), Andrew Bowles, George Bobbin

Declarations of Interest: None

1. **Apologies:** Vaughan Howland, Steve Hitch
2. **Notification of Additional Agenda Items:** None
3. **Minutes of the previous meeting**

The minutes of the meeting held on 18.2.19 were agreed, subject to a correction on the attendee list, and signed as an accurate record. The minutes of the planning committee held on 4.3.19 were agreed and signed as an accurate record.

#### **Matters Arising**

##### Battle of Bossenden/Courtenay

A letter had been received from the History around Dunkirk Group which had been circulated to all council members. The letter stated that they felt that the discussion at the previous meeting had been negative and had since decided to pursue the installation of a memorial stone themselves without the assistance of the parish council. It was pointed out that RSPB Pension Fund (rather than RSPB themselves) owned the land and the group would need to obtain their permission. In addition, Swale Borough Council had confirmed that planning consent would be required for the installation of a memorial stone.

##### Spring Litter Pick

It was agreed to arrange for Saturday 17 April in conjunction with Swale's Great British Spring Clean.

#### **4. Matters for public concern**

##### (a) Highways Issues

Gate Services – lorries had been seen to be parking alongside the cones and in the hatched area on the slip road. This was a concern and would continue to be reported to Highways England and the Police.

##### (b) Lorry Parking/Brenley Corner

Canterbury City Council Policy & Resources Committee meeting on 13 March had agreed that there were no suitable options for lorry parking in the Canterbury area. Their officers were given authority to liaise with Swale Borough Council to look at options in Swale borough for lorry parks to overcome the problem with illegal and inappropriate lorry parking. Brenley Corner had been identified as a possible location. This was due to be discussed by Swale's Cabinet the following week. Andrew Bowles stated that a number of sites (not just Brenley) were being considered as possible locations for lorry parks.

##### (c) Footpaths, Verges & Hedges

Footpath to playing field – the two landowners had been contacted to clear their respective areas. One had responded saying that his area was always kept clear and stated that the parish council had been misinformed. It was agreed to continue to monitor the situation.

A footpath quarry/winterbourne had been reported as obstructed with barbed wire. Exact details to be confirmed and to be reported to PROW if this is the case.

(d) TPOs

No further TPOs had been placed since the last meeting. The clerk to follow up.

Hurst Cottage/Hickmans Green – trees had been cut and had been reported to Swale. Following a visit from Swale, it had been confirmed that the trees were being cut to avoid overhead cables and that this area was not subject to a TPO (the area further back into the woodland does have a TPO on it).

(e) Streetlights

The LED upgrades were now completed.

(f) Crime Update

An email had been received from PS Jason Hedges regarding regular reports from PCSOs and attendance at parish council meetings. It was agreed to invite the PSCO to attend every 2-3 months and ask for regular written reports.

(g) Bonfires

A response had been received from Alister Andrews to the request that Environmental Health accept complaints about burning and bonfires from the parish council. He had not accepted this request and said that complaints needed to continue to be reported direct from residents affected. It was agreed that this was an unsatisfactory response. The diary sheets state that any evidence may be used in court and the person completing the form needed to consent to this. This would deter people from reporting fires especially if they were coming from a contentious site.

## 5. **Planning**

(a) Receive Decisions: None

(b) Consider Applications: None.

(c) 16/505251/SUB - Land To The Rear Of 7 Horselees Road (Old Builders Yard)

The application for discharge of conditions had been refused as the drainage condition had not been resolved and the planning consent lapsed. The site no longer has planning consent and a new application would need to be submitted for any building work to take place.

A site meeting had taken place with KCC Flood and Swale Planning Enforcement to investigate the water which was backing up from the culvert through the building site and endangering their property. KCC Flood would be contacting the land owner.

(d) Planning Enforcement:

Brotherhood Wood:

A response had been received from Mark Radford regarding the varying site measurements. He confirmed that the site had not been measured by SBC and they relied on the drawings and measurements given by the agents on the various different planning applications. He confirmed that they would continue to defend the appeal on the enforcement notice as they believed that their details on the piece of land in question were correct. Subsequently Mark Radford did not feel that there was anything to be gained from a further meeting.

A response had been received from Glyn Pritchard regarding the lack of licence on the site. This response confirmed that they were still negotiating with the applicant for the licence however the details would not be disclosed. He had not responded to the point regarding the implications of a site without a licence and the repercussions on the site owner and residents if a licence is not in place. Andrew Bowles agreed to follow up with the legal department.

George Bobbin also agreed to look into this in his capacity as a member of the licencing committee.

(e) Swale Local Plan Panel:

Jeff Tutt reported on the recent meeting which discussed and agreed to continue to look at the option of new garden villages as part of the local plan review.

**6. 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
1373	L Blackshaw	Clerk wages/office allowance	£425.45	-	£425.45
1374	HMRC	PAYE for Clerk	£101.20	-	£101.20
1375	L Blackshaw	Clerk expenses (storage box for files)	£13.99	-	£13.99
1376	G Doy	Grass Cutting	£66.00	-	£66.00
1377	Prime One Maintenance	Streetlight maintenance	£149.45	£29.89	£179.34
1378	Prime One Maintenance	LED Upgrades	£2,249.91	£449.98	£2,699.89
1379	KALC	Attendance at Planning Conference/training (Dan Brice)	£60.00	£12.00	£72.00
1380	Action with Communities in Rural Kent (ACRK)	Annual subscription	£52.00	-	£52.00
DDR	EDF	Streetlight Electricity (Feb)	£215.57	£43.12	£258.69
		TOTAL	£3,333.57	£534.99	£3,868.56

(c) Transfer of Funds

The clerk reported that the balance in the current account would be below £500 once this month's payments had been made and recommended that funds were transferred from the Reserve account to the Current account for payment of LED upgrades (as agreed in the 2018-19 budget). It was proposed, seconded and unanimously agreed to transfer £3,500.

(d) Churchyard Maintenance

Two quotes had been received. After careful consideration it was agreed to offer a 3 year contract to Tim Last at a fixed price of £800 per year. The clerk would arrange the appropriate paperwork.

(e) Appointment of Internal Auditor

It was proposed, seconded and unanimously agreed to appoint David Buckett to undertake the annual internal audit.

**7. Neighbourhood Plan**

The draft plan had been submitted to Swale and feedback was awaited.

**8. Correspondence**

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

23/2/19	KALC SAC	Update from KALC Swale branch re Gypsy & Traveller issues
7/2/19	KCC	Overnight Closures – A299 Thanet Way, Brenley Corner to Whitstable – from 19 March 2019
5/3/19	Andrew Bowles	February newsletter
5/3/19	KCC	Temporary Road Closures – Swale Surface Treatments – from 18 March 2019
11/3/19	James Freeman, SBC	Planning application documents – confirmation that hard copy plans will continue to be sent to parish councils
11/3/19	KALC	Publication of councillors and candidates home addresses on ballot papers

**9. Matters not on the Agenda**

Emails – The Chairman requested timely responses to emails, even if it was a nil response to avoid long delays before issues could move on.

“London Road Neighbour” leaflets had been received by residents in the area. It was not known what the organization was and believed it may be a marketing/data collection exercise.

Planning Conference – Julie Coleman and Dan Brice had attended and felt it a useful session. A presentation by CPRE highlighted that the as the parish council are members they should be using their services more often.

**Date of Next meetings:**

Monday 1 April 2019 – Planning Committee  
Monday 15 April 2019 – Full Council

L Blackshaw  
Clerk

Signed .....  
Chairman

Date .....