

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 15 June 2015

Present: John Peto (Chair), Jeff Tutt, Vaughan Howland, Phillippa Clarkson, Paul Mellett, George Bobbin, Louise Blackshaw (Clerk)

For item 4(b): Vikki Sedgwick (Environmental Project Officer), Leanne Crump (Contract Monitoring Officer) – Swale Borough Council

Declarations of Interest: None

1. **Apologies:** Don Coles, Andrew Bowles
2. **Notification of Additional Agenda Items:** Crime Prevention Initiative (UV Pens), Hedge Cutting, Courtenay Road Football Field
3. **Minutes of the previous meeting**

The minutes of the Annual Statutory meeting held on 18.5.15 and the Planning Committee on 1.6.15 had been previously circulated and were signed as an accurate record.

4. **Matters arising from the previous minutes**

- (a) Village Sign

Three quotes had been obtained for the supply of 2 no. freestanding panels to be installed on the new post. Prices for two different size panels had been requested. It was agreed that the 1000 x 744 size was the most suitable. The three quotes were read out anonymously by the Clerk. The lowest quote was proposed by Vaughan Howland and seconded by Phillippa Clarkson and unanimously agreed. The winning quote was from Medash Signs at a cost of £272 + VAT. George Bobbin suggested that money may be available from his annual localism grant. The clerk to send in an application.

- (b) Litter Pick

Vikki Sedgwick and Leanne Crump from Swale Borough Council joined the meeting for this item. Vikki and Leanne explained the Love Kent Hate Waste Campaign running 13 July – 31 August and explained how the initiative works.

A list of proposed roads for inclusion in the litter pick to be submitted to the Clerk to then pass on to SBC. A list of residential roads for a general litter pick and a second list of roads for weed picking which would require the ripper (which can only be used by a trained operative).

- (c) Bus Shelters

The stem of the ivy has now been cut from the London Road/Courtenay Road Faversham bound shelter and will be cleared once it has died back. A quote for a replacement roof to be obtained. All shelters to then be cleaned.

5. **Matters for public concern**

- (a) Highways Issues

Staplestreet Road 40mph signs: One has been knocked over and despite being put back up is still not secure; the other sign is leaning as it is rotten at the bottom. To be reported to Gary Gibbs.

Staplestreet Road street sign: The black writing on the sign has faded/washed out. To be reported to Gary Gibbs. George Bobbin also agreed to follow up with Swale Borough Council as it is likely to be SBC rather than KCC matter.

Berkeley Close/Manor House: The road is becoming damaged by heavy vehicles accessing the Manor House site. To be reported to Gary Gibbs. The issue of vehicles accessing the site via Berkeley Close sooner than agreed in the planning consent to be raised with Graham Thomas.

Dawes Road: Alan Blackburn had reported that the proposed scheme will cost in excess of £100k. A report had been submitted to a higher level within KCC for request for additional funding. George Bobbin agreed that he and Andrew Bowles would follow up and push this forward.

Blean House/Horselees Road: New pipes have been installed but the works are not complete some 8 weeks later as a grille to be put at the end of the pipe is still to be fixed. Despite a lot of chasing up, there has been no confirmation of when this work will be completed. A lot of money has been spent on the scheme but without this grille the pipework will quickly become blocked. George Bobbin agreed to follow up.

(b) Parking Issues

Woodmans Hall: JP/JT to discuss with Boughton Parish Council the proposed yellow lines opposite Woodmans Hall. It was agreed that the Clerk would contact the Police again regarding the cars parking without lights on and ask them to confirm their previous advice that this is only required for vehicles over 3 tonnes, as this is contrary to the Highway Code.

Gate Services: Lorries parking on the pavement and slip road is still causing a problem. Recently a local resident had to walk on A2 with 2 dogs because footway was blocked by lorries. There was previously a lorry park behind the services but it was unknown why this had closed and no longer used. George Bobbin agreed to follow up with SBC.

(c) Enforcement Cases

No update on the outstanding enforcement cases has been received.

(d) Crime Update

Crime Prevention Initiative – UV Pens. The cost of the pens/stickers/bag is 50p each. There will also be a cost for printing the A7 size card to go inside. PC will provide a draft design of the card. George Bobbin suggested that money may be available from his annual localism grant. The clerk to send in an application.

The monthly crime update from the new PCSO Joshua Carle was tabled and noted.

(e) Clay Pits Wood

A complaint had been received that part of Clay Pits Wood had been fenced off blocking access to the public. The landowner was contacted who confirmed that he has always allowed access to the public providing they do not damage the ground/plants. However the reason for the fencing was because he is currently rearing pheasants within the fenced area.

The fencing has since been taken cut and taken down in some areas by unknown person(s). A letter has also been received by the parish council from the person who erected the fence asking for compensation for this damage as the fencing needs to be re-erected. It was agreed that the removal/cutting of the fence in this way is criminal damage and should be reported to the police.

(f) Courtenay Road Football Field

The padlock on the gate to the field had been changed and the new key had not been given to Maytree Nursery which meant that the playing field could not be accessed for mowing grass. The ground and the portakabin are also not being kept in a tidy condition. JP agreed to contact Courtenay Rangers stating that they are in breach of their lease – they must provide a key to the gate and tidy up the grounds within 14 days.

(g) Hedges

Various hedges in the parish are becoming overgrown and need cutting back:

- Dawes Road/Potters Corner. JP agreed to have a look and try to establish who the owner is.
- Corner of Horselees and Dunkirk Road North. The Clerk to write to the owner.
- Dunkirk Road North/Weatherall Close – the residents committee to be contacted.

6. Planning

(a) Receive Decisions

15/502182/FULL - Sayerland Staplestreet Road - Alterations and extension to existing bungalow to create larger living accommodation with integral garage. Approved

15/500686/FULL – Longview, The Crescent, Boughton - Demolition of dilapidated bungalow and construction of 8 No. 3-bedroom semi-detached dwellings. Approved

14/506214/FULL - Flat B Courtenay House London Road-Removal of window occupying former doorway and replace with brick and render, insert a concrete sill and double glazed window above. Approved

(b) Consider Applications

15/503738/FULL - 9 Woodside - Erection of single storey rear extension with the insertion of rooflights and single storey side extension.

Agreed to object to the application on the grounds that it appears to be overly large and disproportionate in size to the existing property.

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.

	Payee	Description	Amount	VAT	Total
Cheque 1141	HMRC	PAYE for Clerk	£87.60	-	£87.60
Cheque 1142	L Blackshaw	Clerk wages/office allowance	£370.24	-	£370.24
Cheque 1143	L Blackshaw	Clerk expenses (postage + refreshments for APM)	£17.98	-	£17.98
Cheque 1144	Namesco Ltd	Email renewal	£19.90	£3.98	£23.88
Cheque 1145	PFL Electrical Ltd	Streetlight repairs Berkeley Close	£239.25	£47.85	£287.10
DDR	EDF	Electricity Bill	£209.70	£41.94	£251.64
		TOTAL	£944.67	£93.77	£1,038.44

(c) Consider report from Internal Audit

Deferred to the next meeting as the report from the Internal Auditor has not yet been received.

8. Parish Councillor Vacancy

One expression of interest had been received by the Clerk. It is expected that another application may be forthcoming shortly. Both applicants to be asked to submit their application in writing which will be discussed at the next meeting.

9. Neighbourhood Plan

JT gave an update on the current position. Policies for the Neighbourhood Plan document are now starting to be drafted. Awaiting outstanding information from James Freeman regarding SEA, Conservation Area Report, Housing Needs Survey which is holding up the process.

10. Correspondence

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

1/6/2015	Kent Tree and Pond Partnership	Introduction to Tree Wardening, Tree Health and Tree Care course 13/6/15
2/6/2015	KALC	Highways, Transportation and Waste Survey Results 2014
2/6/2015	KALC Swale Area Committee	Swale Rail Community Rail Partnership Meeting - Wednesday 3rd June

11. Matters not on the Agenda

Salt Bin – Berkeley Close. This has still not been moved back to its correct location. JP to write to request it is put back in position.

The meeting closed at 9.50pm

Date of Next meeting: Monday 20 July

Louise Blackshaw
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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