

Dunkirk Parish Council

Minutes of meeting held at Dunkirk Village Hall on 17 August 2015

Present: John Peto (Chair), Jeff Tutt, Vaughan Howland, Paul Mellett, Don Coles, Steve Hitch, Louise Blackshaw (Clerk)

John Peto opened the meeting and welcomed Steve Hitch onto the Council.

Declarations of Interest: None

1. **Apologies:** George Bobbin, Phillippa Clarkson

2. **Notification of Additional Agenda Items:**

3. **Minutes of the previous meeting**

The minutes of the meeting held on 20.7.15 and the Planning Committee on 3.8.15 had been previously circulated and were signed as an accurate record.

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

(a) Village Sign

The new village sign is now up. Phillippa Clarkson and Jeff Tutt had were thanked for the huge effort they had both put into getting this completed after many years. The grant application for funding from George Bobbin's localism budget has been approved and £272 will be received into the bank account shortly. GB to be thanked for this contribution.

(b) Litter Pick

The litter pick had been postponed. After discussion it was agreed to go ahead with a revised date of 19 September. It is hoped that this will encourage parishioners to continue to keep areas tidy.

It was noted that the residents of Hogs Breath had cleared litter on Lion Hill – a letter of thanks to be sent.

(c) Bus Shelters

John Peto had not heard from back regarding a price for getting the shelters cleaned up – Jeff Tutt will try a contact he knows. Vaughan Howland will be arranging for the roof of one shelter to be removed and replaced with a new one.

(d) Correspondence with SBC re democratic process and planning department performance

The letter of complaint to Abdool Kara and James Freeman's response had been circulated. A draft reply was tabled – any comments to be sent to JT/LB before it is issued. The main issues of the complaint were that the Planning Committee chair would not discuss the appeals on the agenda despite a request from a member to do so and the Planning Department continuing to fail to meet deadlines on planning applications resulting in appeals for non determination.

It was reported that Peter Bell, SBC Conservation Officer is leaving. The clerk to ask James Freeman to confirm that this important role will continue and who the replacement will be.

5. Matters for public concern

(a) Highways Issues

Roads:

Dawes Road – the clerk to obtain an update on progress from KCC Highways

Boughton Hill – still overflows by Stoney Road steps in heavy rain. The clerk to ask KCC Highways to investigate and report back.

Draw Road (Logging Route): A summary of KALC's advice was tabled. As previously thought, for the parish council to adopt the land would be very complicated, lengthy and would require legal assistance. The clerk to ask KCC whether they are able to adopt it as a public right of way.

Footways and Verges:

Horselees Road to Dunkirk Road South (ZR540). No feedback yet on this path which has been blocked by a fallen tree.

Courtenay Road adjacent The Mast site – this verge is very overgrown and unsightly. KCC have said it is not their responsibility and it is outside the Mast owners boundary. It was agreed to obtain a quote for clearing the area and pursue both KCC and the mast owners to take on responsibility.

Hedges:

Hedge at Denstead Lane by Worcesters needs cutting back. The clerk to contact the owners.

Hedge at Dawes Road/Staplestreet Road is in need of cutting back. To be checked whether it is in Dunkirk or Hernhill and establish who the owner is.

It was reported that Jenners have cut the hedge at Manor House site adjoining Staplestreet Road.

Parking - Proposed Yellow Lines opposite Woodmans Hall: Nothing to report on this until it is discussed at Boughton Parish Council's meeting in September.

(b) Enforcement Cases

No update on the outstanding enforcement cases has been received despite several reminders to Jo Millard and Peter Hinckesman. John Peto to follow up with James Freeman.

(c) Crime Update

Crime Prevention Initiative – UV Pens. The pens have been ordered. Philippa Clarkson will design the card to be inserted in the packs. The packs will then need to be delivered to all households.

The application for grant funding from George Bobbin's annual localism budget has been approved and £250 is expected to be received shortly. GB to be thanked for his contribution.

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

6. Planning

(a) Receive Decisions

15/505074/NMAMD - Brotherhood Wood Gate Hill - Non Material Amendment - Minor adjustment to site position of communal facility building, small reduction in width of building, plus addition of door to south east elevation (original application: SW/13/0137) – Approved.

15/503828/FULL - 38 Berkeley Close - Erection of single storey front extension and part conversion of integral garage with door to side – Approved.

15/505260/FULL - 46 Woodside - Erection of garden cabin – Approved.

(b) Consider Applications

14/500285/FULL & 14/500286/LBC - Radio Transmitter Courtenay Road-Installation of 4no. dipole antennas, 1.8m diameter satellite dish and development ancillary thereto including 2no. GPS antennas and cabinet – This is a reconsultation on the previous application with amended drawings. It was agreed to object to the application on the same grounds as previously (the mast is at capacity). There was concern that the applicant are trying to get the application approved without the strengthening works having taken place.

15/503738/FULL - 9 Woodside - Erection of single storey rear extension with the insertion of rooflights and single storey side extension – this application is being considered by the Planning Committee on 3 September. JT to attend.

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 1149	HMRC	PAYE for Clerk	£174.80	-	£174.80
Cheque 1150	L Blackshaw	Clerk wages/office allowance	£283.04	-	£283.04
Cheque 1151	Medash Signs Ltd	Village sign	£272.00	£54.40	£326.40
DDR	EDF	Electricity Bill	*£43.19		*£43.19
		TOTAL	£773.03	£54.40	£827.43

*This is being queried with EDF as the amount showing on their invoice is incorrect.

8. Neighbourhood Plan

JT gave an update on the current position. Policies for the Neighbourhood Plan and background documents are now being drafted. A business monitor survey is being sent out to all local businesses to obtain their views on what could be done to assist their growth and development.

9. LDF Panel - Landscape & Characterisation Study

George Bobbin had sent a copy of the Landscape & Characterisation Study. Publication of this document to support the Local Plan was approved at the LDF on 18 June. The document mainly covers the area south of the A2 to protect it.

10. Correspondence

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

24/7/15	KALC	KALC Finance Conference - 22 October
31/7/15	KALC	2015/2016 Council Tax statistics for Parish and Town Councils
5/8/15	Andrew Bowles	Monthly newsletter
6/8/15	KALC	KCC Consultation: Kent Environment Strategy - deadline for comments 25 September
14/8/15	KCC	Kent County Council Minerals & Waste Local Plan 2013-30 - Proposed Modifications Consultation. Consultation period: 17 th August 2015 to 12 th October 2015

The following items were tabled:

Summer 2015	Countryside Voice
12/7/15	CPRE – Swale District Committee Newsletter

11. Matters not on the Agenda

Courtenay Rangers: A letter had been received from a parishioner regarding dangerous parking near the football field which was caused because the key holder had not arrived to let the players in. The clerk to write to Courtenay Rangers and also remind them that they need to provide Maytree Nursery with a key so that access can be obtained for grass cutting.

Date of Next meeting: Monday 21 September

Louise Blackshaw
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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