

## Dunkirk Parish Council

### Minutes of meeting held at Dunkirk Village Hall on 21 September 2015

Present: John Peto (Chair), Jeff Tutt, Vaughan Howland, Paul Mellett, Steve Hitch, Phillippa Clarkson, Andrew Bowles, Louise Blackshaw (Clerk)  
1 parishioner  
Joshua Carle PCSO for Boughton & Courtenay ward (Crime Update)

A parishioner from Staplestreet Road requested to speak regarding three items of concern:

1. Parking on Boughton Hill – this has become much worse since the contractors from the Manor House development are parking there each day. It has become very dangerous trying to pull out of Staplestreet Road and also for children crossing the road to catch the school bus. The chairman confirmed that a proposal for double yellow lines along that stretch is under discussion with Swale BC/KCC and Boughton Parish Council.
2. Water run off from Boughton Hill – a huge amount of water is running off the hill flooding the gardens of No. 1 & No. 2 Staplestreet Road. The residents have been provided with sandbags as it has got so bad. The parishioner felt that something had changed this year and the problem has become much worse; even during the dryer months in the summer the ground never dried out.
3. Footpath ZR531 – the footpath is badly maintained, overgrown and unsightly with lots of rubbish dumped in it. The Chairman confirmed that the ownership is not known and KCC Highways had confirmed it was not within their responsibility.

The chairman confirmed that the parish council were already aware of all three items which are on the agenda to be discussed during the meeting and thanked the parishioner for the additional details she had provided. The parishioner left the meeting.

#### Crime Update

Josh Carle, the newly appointed PCSO for Boughton and Courtenay Ward, was welcomed to the meeting and introduced himself. Phillippa Clarkson outlined the crime prevention initiative being undertaken with UV marker pens being distributed to all households in Dunkirk. JC felt this was a good idea particularly as shed and garage break-ins are of concern in the area. In addition the Neighbourhood Watch schemes are being set up which JC is involved with. JC has been monitoring the parking on Boughton Hill and assisting with moving vehicles on where he can. The crime statistics previously reported on a monthly basis will no longer be available from the PCSOs and parish councils will be expected to source the information direct from the Kent Police website. It was pointed out that if parish councils are to rely on this information the figures need to be kept up to date on the website (in September they are still showing July figures). JC is taking this up with the Inspector.

Josh Carle was thanked for attending and left the meeting.

Declarations of Interest: Steve Hitch – item 4(a)

1. **Apologies:** Don Coles
2. **Notification of Additional Agenda Items:** None
3. **Minutes of the previous meeting**

The minutes of the meeting held on 17.8.15 and the Planning Committee on 7.9.15 had been previously circulated and were signed as an accurate record.

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

(a) Bus Shelters

Steve Hitch declared an interest and left the meeting while this item was considered.

Two quotes had been received for repair, repainting the shelters and replacing the broken/missing glass with aluminium panels. Due to the potential cost a third quote is also required.

After discussion it was agreed to go ahead with replacing the roof on the shelter opposite Courtenay Road once the old asbestos roof has been removed (which Vaughan Howland reported was imminent). A third quote to be obtained for the other works and be considered at the next meeting.

Steve Hitch rejoined the meeting.

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

A response has been sent to the reply received from James Freeman to our letter of complaint to Abdool Kara.

No reply has been received from James Freeman regarding the replacement of the Conservation Officer once Peter Bell leaves.

(c) Courtenay Rangers/Football Field

Following the complaint received regarding dangerous parking outside the field one Sunday morning, Courtenay Rangers had confirmed that this was a one-off occurrence when the away team had arrived before the keyholder. Courtenay Rangers also confirmed that a key to the padlock has now been passed to Maytree nursery to enable access for grass cutting etc.

#### 5. Matters for public concern

(a) Highways Issues

Roads:

Dawes Road – Alan Blackburn has reported that KCC are continuing to seek to identify funding for the repair scheme and are also looking at the feasibility of other technical solutions (a less expensive proposal). The site is being discussed at high level within KCC.

Boughton Hill – as reported earlier in the meeting, a large amount of water is running off the hill on both sides (Stoney Road/Staplestreet and also on the other side by the old builders yard site) affecting nearby properties. Following the work undertaken last year it was unclear where the drainage route was and whether this work had moved the problem elsewhere. The clerk to contact Kathryn Lewis, KCC Drainage & Flood Manager and request a meeting/site visit with KCC engineers to investigate further. Andrew Bowles confirmed that he would like to be involved.

Draw Road (Logging Route): The clerk outlined the procedure for apply for the route to be adopted as a public right of way. It was agreed to go ahead with making the application. Paul Mellett will contact the two residents who gain access to their properties via the track before the application is submitted.

### Footways and Verges:

Footpath ZR531 – the ownership of this path is unknown. As reported earlier in the meeting the path is now very overgrown with rubbish dumped on it. The ditch also requires clearing. It was agreed to obtain a quote from a local contractor to undertake the work. Vaughan Howland also offered to help out by providing a trailer to take the rubbish away.

Horselees Road to Dunkirk Road South (ZR540). Mike Ellis has been in touch with the landowner to get this path cleared.

Courtenay Road adjacent The Mast site – a quote of £200 had been obtained for clearing the verge and it was agreed to go ahead. The clerk to check again with KCC as to whether this should be their responsibility as the land has a salt bin, streetlight and post box installed on it.

### Trees and Hedges:

Trees at the bottom of Boughton Hill need cutting back. VH & JT agreed to look into this.

Potters Corner – JP is speaking to the landowner.

Lion Hill – trees are overgrown and overhanging the road. Branches catch on lorries and buses driving through and it is becoming unsafe. The clerk to contact the landowner (RSPB).

Parking - Proposed Yellow Lines opposite Woodmans Hall: Boughton Parish Council had raised no objection to going ahead with this proposal and agreed to contribute 50% towards the cost. The clerk to contact Mike Knowles (SBC) to instigate the procedure which will involve a public consultation with nearby residents.

#### (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. Philippa Clarkson tabled a proposed design for the card to be inserted in the packs. A quote of £58 had been received for printing the cards, which was approved. The packs will then need to be delivered to all households. It was agreed to try to get an article in the local press – PC to write a press release.

Community Safety Questionnaire – SBC had asked whether we could encourage completion of the questionnaire. The clerk to place on the website.

## **6. Planning**

#### (a) Receive Decisions

15/503682/FULL - Hogs Breath House, London Road - Re-building of existing pool house. Approved.

15/504285/FULL - Land opposite Bradbourne Cottages (Moth's Field) Denstroude Farm - Conversion of barn to residential dwelling with associated car parking and residential curtilage. Refused.

(b) Consider Applications

15/507497/FULL - Oakside Park, London Road-Change of use of holiday caravan park to residential caravan park. To be deferred to the Planning Committee on 5/10/15.

(c) Applications to be considered at SBC Planning Committee – 24/9/15

15/503738/FULL - 9 Woodside - Erection of single storey rear extension with the insertion of rooflights and single storey side extension – being considered by the Planning Committee following the site visit on 14/9/15. Recommended for approval.

15/504083/FULL - Potters Corner, Dawes Road - Erection of a single storey rear extension and detached garage to side. Recommended for approval. JP to attend and speak to oppose this application.

15/503633/FULL - Red Lion Caravan Park - Change of use of holiday caravan park to residential caravan park. Recommended for refusal. JT to attend and speak in support of this application. Andrew Bowles confirmed that he hoped to be able to attend the meeting to speak in support of the parish council's view.

## 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 1152	HMRC	PAYE for Clerk	£174.80	-	£174.80
Cheque 1153	L Blackshaw	Clerk wages/office allowance	£283.04	-	£283.04
Cheque 1154	PKF Littlejohn	Fee for External Audit/Annual Return	£100.00	£20.00	£120.00
DDR	EDF	Electricity Bill	£368.07	£92.02	£460.09
		TOTAL	£925.91	£112.02	£1,037.93

(c) External Audit/Annual Return: The signed audit had been received with no issues to report.

## 8. Neighbourhood Plan

JT gave an update on the current position. Policies for the Neighbourhood Plan and background documents are now being drafted and it is hoped a draft for initial public consultation will be available soon. Still waiting for SBC to confirm housing needs figures which is delaying drafting this part of the plan. The feedback from the business monitor survey is being analysed.

## 9. Apsley Trust

Nominations for this year's trust payments to be submitted to Don Coles.

It is likely that Don will retire from the Trust later in the year. It was proposed, seconded and agreed that Phillippa Clarkson would be nominated as the parish council's representative on the Trust.

## 10. Correspondence

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

28/8/15	Highways England	A2 Barham – safety fence post replacement
2/9/15	KALC	Variance of Kent Permit Scheme
3/9/15	SBC	Community Safety Questionnaire – to be placed on the website
4/9/15	KCC	KCC Highways Seminar for parish and town councils – 29 Oct. Paul Mellett to attend.
4/9/15	KALC	Operation Stack – comments to KALC on proposal re Manston Airport by 2 October
4/9/15	Kent Fire & Rescue	Chimney Fire Safety Campaign
6/9/15	Kent Tree & Pond Partnership	Hedgerows and Bats course 12.9.15
15/9/15	KCC Highways	Off Peak Road Closure Staplestreet – 29 & 30 Sept (for BT/Openreach work)
16/9/15	KCC	KCC Highways and Transportation Survey 2015 – deadline for return of questionnaire 27 November. JP to complete.

## 11. Matters not on the Agenda

WW1 Grant application – Andrew Bowles confirmed he wanted to support the application but SBC were still awaiting financial details to enable it to be processed. The clerk to follow up.

Flytipping at Winterbourne Quarry – Steve Hitch has reported this several times. Some of the rubbish has been cleared but a mattress has not been taken away.

The meeting closed at 10pm.

**Date of Next meeting:** Monday 19 October

Louise Blackshaw  
Clerk to Dunkirk Parish Council

Signed

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Chairman

Date

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