



Minutes of the Dymchurch Parish Council meeting held on Monday 9<sup>th</sup> September 2019 at 7pm in the Committee Room of the Parish Council Offices 13 Orgarswick Road Dymchurch.

**Members Present**

**Cllr. D. Coker -Chair**

**Cllr. D. Noonan**

**Cllr. J. Williams**

**Cllr. M Redding- (Vice Chair) Cllr. M. Wright**

**Cllr. D.Young**

**Cllr. S. Leverick**

**Cllr. J. Carr**

**Cllr. C. Young**

**Parish Clerk Mr J Lawrence**

**Also, Present- County Cllr Martin Whybrow  
District Cllr Terry Mullard**

**9 members of the public:**

The following people not being members of the Council offered their apologies for not attending:  
District Councillor I. Meyers, District Councillor Terry Mullard KCC Warden J. Lodge and PCSO F. Zsinko

- 1. APOLOGIES.** Members are reminded of the need to tender apologies with the reason for absence direct to the Clerk if they are unable to attend.
- 2. DECLARATIONS OF INTEREST**
  - a.** To declare any personal interests in items on the agenda and their nature.
  - b.** To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

Cllr Reading declared a personal interest in the Planning application due to a family connection with the architect

Cllr Coker declared a personal interest in the Planning application due to a family connection with the builders and due to her position on the Friends of Dymchurch Recreation ground

Cllr Williams declared a personal interest Planning enforcement notice item 9 below due to his previous involvement in supporting the applicant.

- 3. MINUTES OF THE PREVIOUS MEETING** held on 31<sup>st</sup> July 2019 to be agreed and signed as a true record.
- 4. MATTERS ARISING FROM THE MINUTES**

Cllr Williams asked if there were minutes relating to the meeting held on 15<sup>th</sup> August held at 1500 hrs regarding a financial matter.

It was confirmed that this was not a Council meeting but a discussion to clarify the location of the Click to Cycle station as the previous location was no longer viable. The decision to engage with Click to Cycle had been agreed at a previous meeting.

## 5. UPDATE ON ACTIONS FROM PREVIOUS MEETING

Number	Details	Owner	Comments
1	Car Parking Charges Review- Item to be added to future agenda	Clerk	Noted for September/November
2	Contact the planning department to ascertain the status of the application for the Boat House at the sea wall	Clerk	Awaiting reply
3	Contact Community Speed Watch at Kent Police HQ to ask how to start a scheme in Dymchurch	Clerk	E mail sent to Kent Police Reference CDS-53845-19-4600-000
4	Update KCC regarding overgrown footpaths and pathway degrading between The Fairway and Dymchurch Centre	Clerk	Reported 450443
5	Notice Boards at the Fairway to be updated	Clerk	Completed
6	Use of local telephone boxes for community use- Investigate	Clerk	Ongoing
7	Turning the Tide Funding to be introduced at a future meeting	All Cllrs	To be added to future agenda
8	Surveyor to be engaged to complete work at The Pavilion	Clerk	Completed awaiting report

## 6. QUESTIONS FROM MEMBERS OF THE PUBLIC

- a. COMMENT from member of the public reporting the Day of Syn promotion was held at Western Heights Dover and was a good advert for the village.
- b. Member of the public wanted an update on the status of the Recreation ground as a Village Green.  
It was explained that the Council are looking at several options including Field in Trust, Open Spaces and revisiting the Village Green application.
- c. Member of the public wanted clarification of the trustees for the Pavilion.  
It was explained that this was a work in progress and the Friends of Dymchurch would publish the details of who the trustees are once the Charity has been set up. It was explained that the Charity would run independently of the Parish Council
- d. Member of the public raised concerns about the amount of rubbish that was left during the busy bank holiday weekend.  
The Council were aware of the situation and took it upon themselves to help clear up and arrange for an extra collection. However additional bins are expected to be delivered over the next month.
- e. Member of the public asked if the Recreation ground would be considered for additional parking in the future.  
The Council replied by stating that this would be discussed with the Friends of Dymchurch Pavilion.

## 7. CORRESPONDENCE AND COMMUNICATIONS

- a. Email received from a resident enquiry as to whether any additional licences were available for selling on the Seawall:

ACTION- to be referred to the Amenities Working Group

- b. E mail received from resident asking if an announcement could be made if meetings are being recorded

Noted by those present

- c. E mail received enquiring as to what plans were in place to deal with a no deal Brexit scenario

This was noted by members present but no plans had been made. It was suggested that members of the public be directed to the KCC website which has detailed plans for various scenarios.

- d. Folkestone and Hythe District Council have notified Councils about their Places and Policy Plan for preferred location for Travellers Site- The closing date is the 14th October.

Noted by members

- e. Emails from two members of the public thanking the Council for engaging the Beach entertainment for this year and with a hope it will continue.

Noted by Members- It was acknowledged that the previous Council brought this event into being and were thanked.

- f. E mail from concerned resident regarding the issue of jet skis being used close to bathers and beach users. The writer is asking what can be done about this-

**ACTION- a. To look at whether maps giving clear instruction where jet skis can be used.**

- c. To contact District Enforcement Officers**

## **8. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES**

### **a. County Councillor's Report**

Martin Whybrow gave a verbal report covering the following

- Publication of the KCC Highways forwards planning report- This will be forwarded to the Council- Eastbridge Road has been included for reconstruction over the next two years.
- Crossings over the A259- This is difficult to achieve. It requires residents to write in to KCC and request them to look at the possibility of adding crossings.
- Open Spaces Consultation – due in on the 23<sup>rd</sup> September- (Clerk aware and dealing)
- With reference to the Climate Emergency declared by Hythe Town Council they are commencing various projects including electrical charging points for motor vehicles. He offered the Council the option of joining the Town Council in this project.
- Regarding Brexit- There is a huge amount of information on the KCC website which is available for the public to view

### **b. Friends of Dymchurch Recreation Ground**

Cllr Coker gave a summary of the activities which have taken place to raise funds for the above project. It was confirmed that any money raised is now dealt with by the Friends of Dymchurch Recreation Ground.

## **9. PLANNING**

Reference number	Location	Details	Comments
Y19/0804/FH	1 BEVERLEY GARDENS DYMCHURCH ROMNEY MARSH KENT	Subdivision of an existing property to create two separates three-bedroom dwellings	No Objections- Carried Unanimously
Y19/0683/FH	63 - 69 High Street Dymchurch Romney Marsh Kent TN29 0NH	Retrospective application for the erection of two additional storeys (including a mansard roof) to create 4 self-contained flats. (Re-submission of (Y14/1279/SH)	6 Councillors were able to vote due to declared interests: 5- Against 1- Abstained ACTION – Clerk to write a letter to planning authority outlining grounds for objections.

A further planning enforcement appeal was discussed in relation to 76-78 Highstreet Dymchurch. Cllr Williams gave a full history of the matter and it was identified that the appeal had now been referred to the Planning Inspectorate.  
Cllr Williams expressed his concerns that due process had not taken place and that previous meetings had made no comments for or against the applicant.

The meeting was unable to make any further comments regarding this matter as the Planning Inspectorate are now the presiding authority.

## 10. FINANCE

- a. Breakdown of expenditure/income since last meeting (see appendix 1 for details)  
It was proposed to accept the expenditure/income document by Cllr Redding and seconded by Cllr Leverick and carried unanimously

## 11. NEW BANKING ARRANGEMENTS

**Members will discuss the option of transferring their banking arrangements to Unity Bank Trust**

The Clerk explained that the current banking arrangements with Barclays did not fit with the Financial Regulations of Dymchurch Parish Council regarding safeguards around payments being made by individuals. The correct procedures are in place to track decisions around payments but to be more secure a new Account with Unity Trust Bank has been suggested by the Internal Auditor for the Kent Association of Local Councils.

After discussion it was proposed by Cllr Coker and seconded by Cllr Noonan that the Clerk make arrangements to open an account with the named bank.

A vote was held, and this was carried unanimously.

**ACTION- Clerk to arrange**

## 12. PAVILION

Members will receive an update on the Pavilion and discuss installation of phone line to connect the recreation ground to the monitored CCTV system

- The survey of the Pavilion has taken place and the report is awaited.

- It was proposed by Cllr.Leverick that a phone line is installed to link the CCTV cameras to the Ashford monitoring centre. This will support the function of the council to reduce crime and disorder. It was agreed that the Clerk would look at the best deals available and make arrangements for a line to be installed.

### **13. GRASS CUTTING AND MAINTENANCE CONTRACT AND ASSOCIATED MATTERS**

Members will confirm the conditions of the contract agreed verbally with the current grass cutting contractor and confirm future arrangements for work outside of this contract.

After discussion it was agreed that the current contract specifying 5 years would not be signed and that this would be put out to tender via the Assets and Amenities Advisory Group.

It was agreed that work outside of the contract would be assessed on a case by case basis. In this instant the work to the willow trees was agreed.

It was agreed that there may be savings to be made by amalgamating the services of two or three contractors. This would be discussed by the Assets and Amenities Advisory Group

### **14. PARKING**

1. Discussion regarding the car parking charges and introduction of RingGo to the Dymchurch Parish Council Carpark

After discussion it was agreed that no change would be made to parking charges at this meeting. It was proposed by Cllr Leverick and seconded by Cllr Noonan that the Council register their carpark with the RINGO App.

A vote was taken and carried unanimously.

2. Limited Parking Orders Village wide- Members will discuss the option of requesting the removal of the order allowing unlimited parking around the village between September and April.

After discussion no decision was made, and it was agreed this would return to the table at a future meeting.

3. Parking enforcement in the area of the Seawall and Toilets- members will discuss the option of requesting parking enforcement in this area considering the traffic congestion over the busy bank holiday weekend.

It was identified during the discussion that the carpark area on the Seawall near to the toilets is not enforceable as there is no traffic order for the area. If the area was enforceable and patrolled by Wardens from the district there would be no additional cost for this service. However, there would be a cost to put in place a Traffic Order.

**ACTION- Clerk to identify how much it would cost to increase the traffic order for the area in question.**

### **15. POST OFFICE CLOSURES- Update**

Members will discuss the responses received from various government officials and consider any further actions.

Members were informed that responses had been received from ministers but it appeared that they did not understand that the issue was that we need to keep the traditional post office rather than a shop based service as there are no viable businesses in Dymchurch that could give the service.

**ACTION- Clerk to write again to the Post Office Minister to explain that there is not a viable business that could manage the Post Office Services and that our concerns are that we would lose the traditional Post Office.**

**16. AIRFIELDS OF BRITAIN CONSERVATION TRUST**

Members will consider the offer of the above charity to mark and remember Dymchurch (Palmarsh) Airfield by way of a Memorial Plaque.

After discussion it was agreed that contact should be made with the Heritage Group in the village to see if they would be interested in taking this project forward.

**17. ANY OTHER BUSINESS**

- Cllr C Young- Contact has been made with the District Council regarding the light outside the village hall
- Cllr. C Young-Contact has been made with the Tree Charter Project. They supply free trees. An area would be identified for planting in Dymchurch. Contact has been made with the District to ask if permission can be given for planting
- Cllr C Young- Contact has been made with the District regarding refurbishment of the central toilets
- CllrD Young asked for it to be minuted to declare thanks to the previous Council and in particular Denise Myers who pushed through the Click2Cycle project which appears to be very popular.
- Cllr D Young reported that there had been what he felt was an obstruction to a footpath by a vehicle from the City of London. There were also concerns about parking offences. The Clerk will investigate this and report back at the next meeting.

**18. DATE OF NEXT MEETING.** 7<sup>th</sup> October 2019 unless otherwise advised. The meeting will be held in the Parish Council Office Committee Room at 7.00pm.

Jeff Lawrence

PARISH CLERK

30<sup>th</sup> September 2019

**APPENDIX 1**

**MONTHLY EXPENDITURE SEPTEMBER 2019**

Barclays Bank				£106,460.97
<b>AVAILABLE BALANCE</b>				<b>£106,460.97</b>

INCOME BARCLAYS SINCE LAST REPORT		AMOUNT	COMMENTS
FHDC 2nd Precept Payment		£41,500.00	Included in above total
Deposit Barclays Daganham		£9,612.40	Included in above total
Post Office Credit		£520.00	Included in above total
<b>TOTAL INCOME THIS MONTH</b>		<b>£51,632.40</b>	
<b>AVAILABLE BALANCE</b>		<b>£106,460.97</b>	
OUTGOING	TRANSACTION TYPE		AUTHORISATION TWO SIGNATURES REQUIRED
Staff Wages	BACS	£1,915.67	Pay day 28th Auth by Cllrs Coker/C Young
HMRC PAYE and NI	BACS	£614.53	
Ashe Alarms -Pvillion Engineer Visit- INV 22745	BACS	£60.00	
Ashe Alarms- Kiosk/Hut Monitoring renewal INV 2270	BACS	£834.00	
Ashe Alarms Pavilion Monitoring Renewal INV 22915	BACS	£474.00	
Grant Peakall Permit Admin	Cheque 106501	£208.80	
M Coleman Grass Cutting INV 6266	BACS	£528.00	
Stefan Lee- Salbris Planter	Cheque 106502	£63.26	
Cllr John Carr- Refund- Materials for Salbris Planter		£18.09	
GA Services (Guy Ashby New Company) 43753	BACS	£119.00	
Guy Ashby (Final Payment old Company) 43682	Cheque 106503	£119.00	
Kieth Rouse (inv nos- 43,48, 57,61) Ceasing	BACS	£179.00	
Contract Security Inv 55804	BACS	£302.40	
FHDC Car Park Enforcement inv 86483537	BACS	£522.84	
Cllr J. Williams -Refund- Twinning Association	Cheque 106504	£103.86	
Living History Workshop INV 210977	BACS	£2,910.00	
Royal British Legion Wreath Order	Cheque	£25.00	
<b>TOTAL OUTGOING</b>		<b>£8,997.45</b>	
<b>AVAILABLE BALANCE AFTER EXPENDITURE</b>		<b>£97,463.52</b>	
<b>TOTAL BALANCE TO BE CARRIED OVER</b>		<b>£97,463.52</b>	

ADDITIONAL INFORMATION			
<b>NATIONAL SAVINGS ACCOUNT TOTAL</b>		<b>£93,973.94</b>	07 June 2019
FUNDS HELD WITHIN THIS ACCOUNT		AMOUNT	TRANSACTIONS
			No Transactions

ADDITIONAL INFORMATION			
<b>Business Savings Account</b>		<b>£21,512.02</b>	23 July 2019
FUNDS HELD WITHIN THIS ACCOUNT		AMOUNT	TRANSACTIONS
			No Transactions