



Minutes of the Dymchurch Parish Council meeting held on Monday 2<sup>nd</sup> March 2020 at 7pm in the Committee Room of the Parish Council Offices 13 Orgarwick Road Dymchurch.

**Members Present**

**Cllr. C. Young (CHAIR)**  
**Cllr. D. Young**

**Cllr. M. Wright**  
**Cllr. J. Williams**

**Cllr. D. Noonan**  
**Cllr. S. Leverick**

**Parish Clerk Mr. J. Lawrence**  
**Project and Finance Officer Mr. A. Lawson**

**District Councillor Terry Mullard and 6 members of the public**

- 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.

Cllr J. Carr- Illness  
 Cllr. D. Coker- Holiday

- 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.

No interests were declared

- 3. MINUTES OF THE PREVIOUS MEETING** held on 3<sup>rd</sup> February 2020 to be agreed and signed as a true record.

The minutes of the previous meeting were accepted by those present and duly signed by the chair.

- 4. UPDATE ON ACTIONS FROM PREVIOUS MEETING AND CLERKS REPORT-**

Number	Details	Owner	Comments
1	Write to Seawall Licence applicant to confirm decision made regarding sale of seafood	Clerk	To be contacted to confirm if Applicant is proceeding with proposal
2	Clerk to prepare a document in support of the residents parking scheme Seawall Dymchurch	Clerk	Completed and submitted
3	Arrangements to be made to reline the seawall carpark and arrange signage to advertise the carpark as disabled parking only	Clerk	E mail has been sent awaiting a quote

4	Obtain further information regarding adopting telephone kiosk in Marine Avenue	Clerk	Completed Mr Lawson will update
5	Make arrangements to pay the Day of Syn £500.00 from this financial year and a further £500.00 in the next financial year	Clerk	Cheque has been sent to the Day of Syn organisers and a letter of thanks has been received
6	Identify where the Willow Tree from the Ship Inn Garden has gone. It is believed there was a TPO in force	Clerk	There does not appear to be a TPO covering this location.
7	Safety Issue Concrete steps between the City of London Pub and the Chines restaurant Seawall Dymchurch- To be reported to the District Council/KCC	Clerk	Reported on the 11 <sup>th</sup> February reference number 487760- No update on website this will be followed up
8	Write to Marsh Amusements denying the hiring of the recreation ground	Clerk	Completed
9	Request bust stop replacement A259	Clerk	Cllr Mullard contacted- this is ongoing
10	Arrange feasibility report regarding the installation of a pedestrian crossing in the area of Tesco	Clerk	E mail sent awaiting reply
11	Click to Cycle shelter is obstructing work that needs to be carried out by electric Company- Click to Cycle to be contacted	Cllr C Young	Awaiting reply from Click 2 Cycle
12	Write to Mr Flisher denying licence for a vehicle access onto the Parish council Car park	Clerk	Completed
13	Write to Occupant of 25 High Street agreeing licence would be granted for pedestrian access only at their expense	Adrian Lawson	Completed
14	Survey to be arranged for the Carpark prior to resurfacing		Ongoing

## **MATTERS ARISING FROM THE REVIEW OF THE ACTIONS**

Item 4- It was agreed that this will be an agenda item to decide if the Council will adopt the kiosk and take on the responsibility and consider installing a defibrillator at the location.

It was also agreed that we gain some feedback from the community as to whether they would wish this idea to be taken forward- Entry to be placed on Facebook and the quarterly newsletter

ITEM 11- After discussion it was agreed that the Clerk would write to Click 2 Cycle to request that eh bike station is moved as soon as possible to allow access to the electricity pole and to ensure that the iron railings are repaired. This will be an agenda item at next month's meeting

Item 14- Members were informed that the carpark grant was now available and that the work can be completed before the 1<sup>st</sup> April.

It was proposed that the project to resurface the car park should be completed if possible before the Easter Holidays.

Proposed by Cllr Noonan and Seconded by Cllr Wright

VOTE- FOR 4  
AGAINST 2

Proposal Carried

It was further proposed that is the carpark cannot be resurfaced before the Easter Holidays that the potholes should be patched.

Proposed by Cllr Noonan and Seconded by Cllr Wright

VOTE- FOR 5  
AGAINST 1

Proposal Carried

#### CLERKS REPORT

The clerk informed members that the new website is on track to be launched on the 1<sup>st</sup> April. This will be more of an information site about the Council and procedures but is will maintain links with local websites.

The Clerk also informed members that a quarterly newsletter would be produced from April. This would be delivered by volunteers.

#### **5. QUESTIONS FROM MEMBERS OF THE PUBLIC- Public Participation**

- a. The organiser of the Day of Syn thanked the Council for their donation and updated members on the events that would be taking place during the festival.
- b. Have the Council a view regarding eh playgrounds in Salbris Close and County's Filed as there is a consultation reading the future maintenance.

It was identified that Country's Field is maintained by the housing association. The Clerk would review the consultation to see what the status of the Salbris Close play park is and other Dymchurch parks.

- c. It was reported that the parking situation along the Seawall has got a lot worse. A member reported seeing 30-40 cars parked on the double yellow lines (the area where the Council have requested changes and the introduction of a residents parking scheme).

There is no update regarding the proposed scheme currently.

#### **6. CORRESPONDENCE AND COMMUNICATIONS**

- a. E mail received from volunteer litter pickers who are carrying out a litter pick in Dymchurch on 11st April and have requested use of the carpark for that day-

It was agreed that permits will be issued, and permission granted.

- b. Correspondence was received asking if Dymchurch Parish council wish to join the Rural Market Towns Group- An organisation which advertises that it speaks at all levels for rural towns.  
After discussion it was agreed that Dymchurch would not join this organisation at this time.
- c. Email received from Folkestone and Hythe District Council informing us the Council that they are responsible for clearing the seawall of shingle. This is taking place at this time.
- d. The District Council have published a new green infrastructure strategy and are offering workshops on the 26<sup>th</sup> March.  
Noted by members
- e. Notice of the making of an order to temporarily close Public Footpath HM143 in the Parish of Dymchurch- This is the footpath between St Marys Road and the junction with footpath HM144.

Noted by members present

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

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

Cllr Terry Mullard reported the following-

- Cllr Meyers is no longer on the Cabinet but remains a District Councillor
- There is a judicial review regarding the Princes Parade development in Hythe
- Otterpool is ongoing and there is pressure to build. He stated that if the Council do not oversee the building then it will sell off blocks of land to developers to build the houses. However, it has not been decided.

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

County Councillor Martin Whybrow provided the following update via e mail-

- Eastbridge Road- The KCC three-year Capital Budget was agreed last month. It is now the intention to deliver the permanent fix to Eastbridge Road which is so badly needed.

**It was agreed that this would be reported in the newsletter.**

### **c. Community Warden's Report**

No report received

### **d. PCSO's Report**

No report received

## **8. PLANNING**

Ref- 20/0071/FH- 20 Eastbridge Road- Erection of rear extension and provision of rooms in the roof space-

No Objections

### **PLANNING APPEAL-**

Members were informed that an appeal has been made to the Secretary of State due to the refused planning application to develop Bowery Hall Ship Close Dymchurch- Reference Y18/1380/FH.

The original objections made by Dymchurch Parish Council will be considered by the Inspector determining the appeal. No further comments can be made at this time regarding the application.

The following comments were submitted by Dymchurch Parish Council in February 2019-

**Y18/1380/FH Ship Inn Field.** Miss Latham and Patricia Green informed the parish council that amended plans have been submitted to District Council with a new access route. The parish council has not been notified by the District Council of this change. Clerk tabled sketches from District Council web-site. The parish Council is of the view that any material change to an application should be notified to parish councils. The parish council considered the amended plan and unanimously agreed the new access via an existing 'track' is not acceptable. The 'track' is used by residents of Ship Close who have permanent easement over the route at all times for access to their properties. Additional car usage together with patrons of the public house and existing residents will make this route a dangerous access point. The parish council reiterates its view that the application is over-intensive development of the site and all access routes that have been identified are potentially dangerous.

## **9. FINANCE**

- a.** Breakdown of expenditure/income since last meeting (See Appendix 1)

Noted by members present- No matters raised.

- b.** Authorisation of Payments- Two Councillors will be required to check and sign invoices

Duly checked and signed by Cllrs D. Young and D. Noonan

- c.** Signing of Cheques if required.

Cheques signed by Cllrs M. Wright and C. Young

## **10. COMMUNICATIONS POLICY**

Members will review the draft communications policy and decide on its adoption for the Parish Council.

It was agreed that this matter would be adjourned until the next meeting to give Councillors time to review the policy.

## **11. DYMCHURCH PARISH COUNCIL RISK ASSESSMENT**

Members will review the current Council Risk assessment and consider approval.

The Council risk assessment was considered and accepted by members present.

## **12. ANNUAL PARISH MEETING- FOR INFORMATION**

It has been confirmed that this year's Parish Meeting will be at 7pm on Thursday 23<sup>rd</sup> April 2020 in the Methodist Chapel Dymchurch.

Noted by members present

## **13. FOODBANK UPDATE- FOR INFORMATION**

Dymchurch Parish Council are now an agency for the Shepway Food Bank.

Members were informed that Foodbank Vouchers can now be obtained from Dymchurch Parish Council having been referred through the Shepway Food Bank.

## **14. APPLICATION FOR FUNDING- MEETING POINT DYMCHURCH**

Members will discuss and decide whether to grant funding for the above Community Group.

After discussion members requested that the organisers attend the next Parish Council meeting to present their application to the Council.

**15. BEACH ENTERTAINMENT 2020**

Members will discuss this year's Beach Entertainment provision for the following season

Adjourned until the next meeting

**16. FARMERS MARKET DYMCHURCH**

Members will discuss the potential for holding a trader's market in Dymchurch

Adjourned until the next meeting

**17. PAVILION UPDATE**

The draft deed was published on the day of the meeting and copies were provided to members present. This will require signature at future a meeting.

**18. ANY OTHER BUSINESS**

- a. Confirmation was required by Cllr williams as when the decision was made about not issuing polling cards for the election on the 12<sup>th</sup> March 2020.
- b. Cllr Noonan informed members that the Kiosk is near completion and will be fit for purpose for some years to come. The project is hoped to be completed within the allotted budget. It is hoped that the CCTV will be back online by the 17<sup>th</sup> March.
- c. Cllr Young informed members that on the 25<sup>th</sup> March there will be a dementia training session at the Council offices between 7 and 8 in the evening. Our aspiration is for Dymchurch to become a Dementia Friendly Village.
- d. Members were informed that the Twinning reception will be on Friday 5<sup>th</sup> June 2020

**19. DATE OF NEXT MEETING.** 6<sup>th</sup> April 2020 unless otherwise advised. The meeting will be held in the Parish Council Office Committee Room at 7.00pm.

APPENDIX 1

**Barclays Bank Summary as at last Bank Statement received -**

<b>Opening Balance</b>	<b>27,834.34</b>
Add Receipts	
Total	
Less Payments	
<b>Balance as at 22/03/20</b>	
Less Earmarked Funds	
Less Invoices to be paid	
Outstanding Cheques Not Cleared	0.00
<b>Available Balance</b>	

**Unity Bank Summary as at last Bank Statement received -**

<b>Opening Balance</b>	<b>35,793.00</b>
Add Receipts	
Total	
Less Payments	
<b>Balance as at 31/03/20</b>	
Less Earmarked Funds	
Less January Invoices to be paid	
Outstanding Cheques Not Cleared	
<b>Available Balance</b>	

<b>Barclays Business Savings Account</b>	<b>21,538.48</b>
<b>NSI</b>	<b>94,725.73</b>

Payments to be authorised & paid this month

Ref	Payee	Amount	
207	Romey Marsh Leaflet	400.00	PD
208	Mr Morris memorial Garden	150.00	PD
209	BBJ Plastering	4320.00	PD
210	Veolia	77.70	DD
211	Meridian Plastics	3924.00	
212	Business Stream - Waste	81.69	DD
213	Youngs	50.47	
214	Youngs	109.21	
215	Youngs	51.22	
216	Catering Appliance Superstore	7540.90	PD
Authorised by:			
Authorised by:			
<b>TOTAL</b>		<b>13,247.72</b>	

Earmarked Funds

Project	Est Costs	Actual Cost	C/F
Kiosk Refurbishment			25,000.00
Bliby Plastics (inv187)		1,317.83	
GH Services (inv183)		2,000.00	
Remland Cpt (inv182)		1,316.67	
Electrical Work		1,450.00	
Skip Hire		264.00	
BBJ Rendering		3,600.00	
Shutters (inv181 & 202)		2,025.00	
Youngs		580.39	
Meridian		3,270.00	
Catering Appliances		6,284.08	
<b>Total</b>			