



Minutes of a meeting of the Dymchurch Parish Council held on Monday 7<sup>th</sup> March 2022 at 7pm at the Dymchurch Methodist Chapel.

# MINUTES

Present-

Cllr C McCreedy (Chair)      Cllr D Coker (Vice Chair)      Cllr D Young  
Cllr D Noonan                      Cllr A Goode

In attendance

Clerk- Mr J Lawrence, County Cllr A Weatherhead and seven 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 S Leverick- Working  
Cllr J Williams- Sickness  
Cllr C Young- Sickness

## 2. DECLARATIONS OF INTEREST

- To declare any personal interests in items on the agenda and their nature.
- To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

Cllr D Coker declared an interest in additional planning application at 50a Highstreet Dymchurch due to being a directly affected neighbour.

- 3. MINUTES OF THE PREVIOUS MEETING-** held on the 10<sup>th</sup> January 2022 to be agreed by members present.

Minutes of the previous meeting proposed for acceptance by Cllr Coker and seconded by Cllr Goode- All agreed, and minutes signed by the chair.

## 4. PUBLIC PARTICIPATION/PUBLIC QUESTIONS

Members will propose to adjourn the meeting to allow Public Participation-

Standing Orders provide the opportunity for members of the public to speak at Council Meetings- The allotted time for Public Participation is 15 minutes and each person may speak for no longer than 3 minutes. This is however, at the discretion of the chair.

At the end of the Public Participation section the Council meeting will resume

The meeting was suspended to hear contributions by members of the public in relation to the planning application 22/0213/FH-

All residents present objected to the proposed planning application citing the following:

- Flood risk to land and adjacent properties
- Use of outdated data for the flood risk assessment
- Overbearing construction affecting neighbouring properties
- Use of soakaway tanks will in itself displace ground water
- Loss of privacy and quality of life
- Breaches of the Human Rights Act- Right to private life
- Identifying area as 15feet below sea level
- Although roof levels are reduced- the houses will be raised by 2metres
- 28 windows will overlook adjoining property
- The overall mass of the properties has increased from the last application
- The access to the proposed properties is not sufficient and exits onto the busy A259

Members of the public requested that the application is called in for consideration by the Planning Committee.

The Council meeting was resumed at this point.

## 5. Planning Applications for Consideration

Reference Number	Address	Details	Comments
22/0213/FH	Land Rear 2, Willop Close, Dymchurch, TN29 0HU	Erection of two 3 bedroomed dwellings and associated parking re-submission of 20/1212/FH	Having heard comments from the public and having reviewed the plans the Council supported the residents and felt that there was little change in the objections they had made in October 2020. It was proposed by the Council to object to the application- A vote was held which was carried unanimously to object. The Clerk was requested to write to the Planning Authority expressing the Councils objections and to contact our District Council representatives to call this matter into committee.
22/0305/FH	10 Lyndhurst Road, Dymchurch, Romney Marsh, TN29 0TE	Single storey rear annex	No Objections- Carried unanimously.
22/0266/FH	50A High Street, Dymchurch,	Proposed partial change of use from retail to residential,	No Objections- Vote held 4 for 1 Abstain

	Romney Marsh, TN29 OTA	facade and internal alternations, and shed style dormer window extension to second floor. Two proposed off-street parking spaces, and new porch canopy	
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**6. CORRESPONDENCE and CLERKS REPORT**

The clerk read his report and the following are highlighted matters:

- **The new traffic order is due for enactment so that the Disabled Carpark at the seawall will be enforced. This will allow parking for disabled drivers only for a maximum of three hours.**

Members raised concerns regarding the vehicles being parked blocking the slipway and requested the clerk contact the developers to ensure they keep this route free. In addition, it was noted that the bollards are being left insecure-

- The streetlight in St Mary’s Road (near to number 18) has been working but not efficiently this has been reported to Folkestone and Hythe District Council.
- The Pavilion Lease will be available for members to review during March and hopefully a decision on agreeing to its terms can be made at the next meeting. The lease will be circulated as soon as it is available.
- The electrical Charging points are still being installed. The Clerk has received a request to allow contractors to cut a trench across the entrance to the carpark and service road. This will be completed by the end of this week. The clerk relied and made it clear that access must be permitted at all times due to the road and carpark being an emergency exit route.

**7. REPORTS FROM OUTSIDE BODIES**

**a. County Councillor Weatherhead-**

Cllr Weatherhead reported that the crossing at Tesco’s would be funded by Community Infrastructure Levy funds and that the next stage would be to consult the Parish Council and Tesco who would be affected by the installation. It is hoped that this will be in place by the end of the year, but this is not confirmed.

Members asked if any further consideration had been given to a crossing nearer to the Fairway. Unfortunately, the statistics and road conditions there do not support a crossing. Cllr Weatherhead has been in touch with residents.

It was proposed by Cllr Young and Seconded by Cllr Goode that consideration of installing a flashing speed warning sign or effective signage from Parish Council funds should be researched.

This was agreed unanimously by those present.

**ACTION-** Clerk to obtain prices and information on how to proceed with this installation.

The Clerk informed members that Kent Police had been in touch regarding the Community Speed Watch Scheme, and he was progressing this.

**b. District Councillors**

**Apologies sent from Cllr Meyers and Mullard**

**c. KCC Warden**

**No report**

**d. Kent Police – PCSO**

**No report**

**8. FINANCE**

**a. Breakdown of expenditure/income since last meeting**

Report reviewed- No observations

The clerk informed members that in order to manage the cash transit from the Carpark machines and security collection canister was required along with cash weighing scales for processing-

Members authorised the purchase of these two items- Price at time of writing minutes

Cash Canister- £272.00+VAT and £15.00+VAT Carriage.

Scales- £82.99

**b. Authorisation of Payments- Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.**

See appendix 1 for details-

Payments Authorised by members present.

**c. Additional Expenditure items in addition to those specified in the above report.**

- Purchase of Cemetery Software Package to be added to Scribe Accounting Software

Members agreed to the purchase of this software package which will bring the burial ground records up to date and allow easy access to information for families and users of the burial ground- The cost authorised is £450.00

- Purchase of Parish On-Line Mapping Software  
After discussion members agreed to the purchase of this software to assist with Council administration, projects, and research- The purchase price is £226.80

**9. Dymchurch Parish Council Risk Assessment – review and adoption**

The Parish Council risk assessment was reviewed and adopted by members present having been proposed by Cllr Young and seconded by Cllr Goode- This will be updated on the website by the Parish Clerk.

**10. Internal Audit Review and recommendations**

The internal audit was reviewed by members present and consideration is to be given to closing the Barclays Account and transferring funds to Unity Trust Bank which allows a more fluid access from members to authorise transactions.

The Audit was accepted by members present.

ACTION Clerk to look into closing Barclays Bank account

**11. Queens Jubilee – 2<sup>nd</sup> June 2022**

**Members will discuss the proposal to buy celebratory mugs for the children of the village school, and other named groups and any other matters linked to the Jubilee.**

After discussion the following was agreed-

1. Purchase of 2000 jubilee mugs for local school and community groups
2. Repainting of the Jubilee Beacon
3. To arrange for the Christmas lights to be switched on during the Jubilee celebrations
4. Purchase of Union Jack Flags for Village Flag Poles

**12. HANGING BASKETS – 2022**

**Members will review and consider the quote for hanging baskets for the 2022 season.**

After discussion members agreed to support the Canterbury Oast Trust again this year by purchasing hanging baskets from them. This year 20 baskets will be purchased due to the closure of some shop premises and unfortunately the lack of care by some store holders.

ACTION- Clerk to arrange purchase.

**13. SEASIDE AWARD 2022**

**Members will consider applying for the Seaside Award for 2022**

Members heard that due to the re-introduction of the Beach Safety patrols being supplied through Folkestone Rescue that Dymchurch would be able to apply for a Seaside award for 2022. This will need to be submitted by the end of March for inclusion. There are several criteria to accomplish but having spoken with the organisers (Keep Britain Tidy) it appears that we could achieve this.

The cost of applying is £530.00

Members agreed unanimously to make the application and authorised the expenditure.

The clerk was given permission to purchase a new notice board for the side of the kiosk which will be required to meet the criteria. Prior to purchase the clerk will notify members of the cost of the notice board via email and telephone.

**14. ITEMS FOR CONSIDERATION AT THE NEXT MEETING.**

- **Cycling Lower Sea Wall**
- **Signage and signs along A259 in area of the Fairway**

**15. ITEMS FOR APRIL NEWSLETTER**

- **Dymchurch in Bloom**
- **Beach Safety Patrols**

**16. DATE OF NEXT MEETING.**

4<sup>th</sup> April 2022 unless otherwise advised. The meeting will be held at the Methodist Hall Chapel Road Dymchurch commencing at 7.00pm.

## Appendix 1

2 March 2022 (2021 - 2022)

**Dymchurch Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
227	Audit Fee	11/02/2022		Unity Trust Bank		Internal Audit	David Bucket	E	463.05		463.05
230	Bench Maintenance	14/02/2022		Unity Trust Bank		Maintenance	JC Building Contractors	X	450.00		450.00
237	Repairs & Maintenance	21/02/2022		Unity Trust Bank		Maintenance	Wicksteed	S	328.75	65.75	394.50
241	Repairs & Maintenance	28/02/2022		Unity Trust Bank	300015	Maintenance	MC Painting and Decorating	E	100.00		100.00
242	Insurance	01/03/2022		Unity Trust Bank		Insurance	Zurich Insurance	E	4,031.67		4,031.67
245	Salaries	25/03/2022		Unity Trust Bank		Salaries	Dymchurch Parish Council	X	1,901.46		1,901.46
244	HMRC	31/03/2022		Unity Trust Bank		Tax & NI	HMRC	X	514.82		514.82
<b>Total</b>									<b>7,789.75</b>	<b>65.75</b>	<b>7,855.50</b>