



Minutes of a meeting of the Dymchurch Parish Council held at 7pm on Monday 3rd June 2024 at the Parish Council Offices Orgarswick Avenue Dymchurch

MINUTES

PRESENT- Cllr. D Young (Chair) Cllr. L. Finch (Vice Chair) Cllr.M. Wright
 Cllr. C. Young Cllr. C. Cooper

Also Present- Mr J Lawrence Parish Clerk, Mr A Lawson Finance and Projects Officer, District Cllrs. T. Cooper and T. Hills, KCC Cllr. Jenni Hawkins and two 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. Members will confirm acceptance of the reasons for absence.
Cllr. C. McCreedy- Holiday
Cllr. V. McCreedy- Holiday
Cllr. A. Weatherhead- Prior engagement
Cllr. A. Pegler- 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 declarations made-

3. **MINUTES OF THE PREVIOUS MEETING-** held on the 13th May 2024 to be agreed by members present.

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

A resident highlighted the issues of an overgrowing tree on the Dunkirk Close which is believed to be interfering with the sewer pipes.

The Clerk was instructed to contact the District Council on behalf of the resident

5. CHAIRMAN'S REPORT

The Chair will provide an update on any additional Council activities and meetings attended.

1. Gratitude was passed to all of those involved in the moving of the village beacon. In particular, Councillor Chris McCreedy was thanked for his management of achieving this in time for the commemoration event on Thursday the 6th of June.

In addition it was noted that the work was carried out by volunteers saving the council and the parish a great deal of money. It was proposed that at the request of the volunteer that donation be made to the Friends of Dymchurch Recreation Ground Charity. The amount of £500 was proposed and agreed by those present.

2. Cllr. McCreedy was also thanked for his efforts with planting up many of the flower beds around the village.

3. The chair proposed that a donation of £150 be sent to the Methodist Church for their funds and to thank them for their support in the use of their hall at the parish meeting but also for the various other meetings that require a larger space for people to attend. All were in agreement and this was passed unanimously.

4. The chair also reported that a large swarm of bees had decided to make home at Bulls Field car park recently. He was pleased to report that a local beekeeper was located quite quickly who came and dealt with the swarm resulting in no injuries to any members of the public.

6. STANDING AGENDA ITEM- DYMCHURCH PAVILION AND RECREATION GROUND- LATEST UPDATE

No update received this month.

7. MEMBER REPORTS

Members will update the Committee regarding any meetings or events attended on behalf of the Parish Council.

Cllr. C. Cooper:-

The councillor reported that she had attended the Romney Marsh Forum on the 23rd of May where the manager of Stagecoach Joel Mitchell had attended. She had asked various questions about the service provided to Dymchurch and St Mary's Bay and in particular for those in the Fairway. Questions were posed about the bus stops and whether they can be improved and whether the service could be extended to go into The Fairway on its way towards New Romney.

It was reported that bus stops are the responsibility of the Kent County Council. The Clerk informed members that inquiries had been made regarding improving the bus stop at that location but it appeared that the area was not suitable to be improved due to the environment which would not make it usable for all users of the bus stop.

Joel Mitchell agreed to look at the timetables and that they would consider routing the bus through The Fairway.

8. UPDATE ON PREVIOUS ACTIONS

The Clerk reported that the objections to the planning application at High Knocke had been submitted.

9. REPORTS FROM OUTSIDE BODIES **a. KCC COUNCILLOR**

i. Change in care assessments. This will mean those that self fund their care will have to pay a one off payment of £365.00 for the initial assessment. This is due to the KCC saving funds on matters that they do not have a statutory responsibility to deal with.

ii. They are looking to reduce the number for referrals for SEN young people and to try and keep them in main stream schooling and this is causing some concerns among parents.

b. DISTRICT COUNCILLORS

Cllr Tony Cooper-

- Elected as Vice Chair of the District Council at its AGM.
- Attending usual meetings including the Planning Committee and regular surgeries.
- Noted that KCC has not complied with the annual weed spraying schedule; a meeting with an Area Officer is pending.
- Safety improvements to the main Car Park to begin this week after delays due to funding and neighboring fence replacement.
- Requested a review of council car park access following a recent incident.
- Ward Grant applications opened on 20 May:
Grants given to Dymchurch Community Garden.
Grants given to Community Tea Dance in support of the 80th anniversary of D-Day.
- Successfully supported a resident with a School Appeal Tribunal.
- Awaiting a list of affected streetlights, including those switched off and those to be adopted by KCC; information will be shared with the Clerk.
- Open for contact and available at surgeries in St Mary's Bay, St Mary in the Marsh, or Dymchurch – no appointment needed.

Cllr. Tony Hills.

- Bus transport scheme for the Marsh is progressing which is a dial a ride scheme.
- Romney Marsh Nature centre is to close at the end of the month. There are plans and aspirations to keep this open for the benefit of the community.
- Update on water quality to be provided during item 14.

c. KENT POLICE- PC PUTLAND

PC Putland has continued to patrol the area and is being as visible as possible. He was involved with the encampment in the main car park recently. He has been patrolling the recreation ground due to a recent spate of bins being set alight.

d. KCC WARDEN

No report

10. TO DEAL WITH MATTERS ARISING FROM CORRESPONDENCE IN CIRCULATION

- The meeting was informed that the village hall had contacted a Parish Councillor regarding what level of disabled parking should have been included when the Village Hall was originally set up.

The Clerk will look into this matter and report back to the Council at a future meeting.

11. PLANNING

Reference	Location	Details	Comments
24/0720/FH	26 TUDOR AVENUE, DYMCHURCH, ROMNEY MARSH, TN29 0LT	Proposed erection of single storey side extension to create ancillary annexe, and demolition of existing rear conservatory to create a single storey extension in its place	No Objections
24/0710/FH	LAND ADJOINING 19 MILL ROAD, DYMCHURCH, ROMNEY MARSH, TN29 0NY	Approval of reserved matters relating to (layout, scale, access and landscaping) of outline planning permission 22/1900/FH	Noted

12. FINANCE

- a. Breakdown of expenditure/income since last meeting
No Matters arising- See Appendix 1
- b. Authorisation of Payments - Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.
No Matters arising- See appendix 1
- c. Additional items requiring authorisation
 - i. It was proposed to donate £500.00 to the Friends of Dymchurch Recreation Ground Charity- This had been requested by the volunteers who carried out the work on the reinstatement of the Beacon to its new location.

It was resolved to donate £500.00 to the Charity.

ii. It was proposed by the chair to make a donation to the Methodist Church due to their continued support to the Parish in making the hall available for public meetings at very short notice. The most recent bill was £80.00, and it was proposed to increase this to make it £150.00.

It was resolved to increase the amount to be paid as stated.

13. TO CONSIDER PROPOSALS FROM RECENT HIGHWAYS IMPROVEMENT PLAN REVIEW :

The Clerk informed the members that a separate meeting had taken place with a resident which will be reported separately to Highways or the relevant authority- These included-

- **Hedge cutting which is reducing the width of a pathway making it dangerous for pedestrians.**
- **Clearing of pathways**
- **Defective road signs**
- **Addition of road signs for concealed or obscured junctions**
- **Defective road markings**

After discussion the following matters were agreed unanimously:

Pedestrian Crossing in area of Dymchurch School:

Recent surveys from KCC did not provide data which would support installation of a crossing in this location. This may be due to people travelling to the school finding other locations to cross rather than crossing at the school junction location-

It was agreed to continue monitoring the location and correspondence in relation to this matter with a view to raising this again should it be required.

Concerns for pedestrians crossing the road in the area of Lower Sands.

- The Parish Council are pushing strongly for an extension of the traffic order to encompass the A259 to the end of the Tower Estate making it 30mph
- The KCC are considering this request although it does not meet their criteria.
- There is the potential to instal a Vehicle Activated Speed Sign (VAS) however these can cost up to £15000.
- It was agreed that additional signage should be requested regarding advising motorists on speed and also about the hidden junctions along the road.

A safe crossing area in the area of The Fairway.

- The KCC have stated that a controlled crossing is not feasible at the locations the reasons being that the pedestrian versus vehicles threshold at the location is very slim and there is a controlled crossing 260 metres from this point. It has been explained that this is still quite a distance for those with mobility concerns. It was also explained that having crossing two close together can cause additional risks.
- It was suggested that more people from the community need to write in and explain why a crossing is required at this location. This could be done by way of a petition through the KCC. The number of signatures is %%%
- It was agreed that additional signage to warn of pedestrians crossing the carriageway is required.

St Mary's Road/Eastbridge Road Seasonal Parking request

- Support in principle from the KCC
- The following questions were considered - If seasonal restrictions were installed along this road would it put pressure on other areas- It was suggested that this would mean other areas may be affected but there are parking restrictions elsewhere, although this may affect Marshlands Estate.
- KCC Will consider additional markings at the junction of St Mary's Road and Dunkirk Close

Mini Roundabout High Street Junction with Mill Road

- KCC will not install pedestrian barriers here as they should be used for pedestrian safety not to deal with a parking issue.
- Enforcement is required by District Council
- Refreshing of lines and signage is required.

A259 Parking on Grass Verges- Martello out flow area Mainly a Summer Season issue.

- Potential for enforcement by FHDC-
- Potential for planting of trees- Confirm with Environment Agency
- Potential for installing a physical barrier- KCC Highways Improvements

14. SEAWATER QUALITY- UPDATE IF AVAILABLE

The chair reported that he had been to a meeting regarding water quality in Sandgate in May. Dymchurch Parish Council were thanked by the Dymchurch Dippers for their help and support so far regarding this subject. The Chair wished to thank all members for their input and support in this matter.

District Cllr T. Hills highlighted the following:

- Dymchurch results are showing as good at this time however St Mary's Bay is still not improving which is very worrying.
- Funding to Southern water for improvements has been put on hold by Ofwat until after the elections.
- Out of 16 drains on the Marsh only two are owned by Southern Water the rest are with the Environment Agency
- A Flood Committee meeting is being held on the 26th June and further details will follow.
- It was highlighted that sea temperatures are already relatively high- Higher temperatures are normally expected in September and October.

15. DATE OF NEXT MEETING-

1st July 2024 7pm Council Office Orgarswick Avenue Dymchurch.

Noted

Appendix 1- Finance
Dymchurch Parish Council
Finance Summary – June Meeting

Bank Reconciliation to 28th May 2024

Dymchurch Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 28/05/2024		
	Cash in Hand 01/04/2024		121,506.79
	ADD Receipts 01/04/2024 - 28/05/2024		55,124.72
			176,631.51
	SUBTRACT Payments 01/04/2024 - 28/05/2024		33,591.31
A	Cash in Hand 28/05/2024 (per Cash Book)		143,040.20
	Cash in hand per Bank Statements		
	Petty Cash 28/05/2024	604.30	
	Unity Trust Bank 28/05/2024	34,316.75	
	Barclays Bank Current 28/05/2024	0.00	
	Barclays Bank Business Reserve 28/05/2024	1.44	
	NSI 28/05/2024	96,244.97	
	PayPal 28/05/2024	254.36	
	Unity Savings Account 28/05/2024	10,669.32	
			142,091.14
	Less unrepresented payments		145.33
			141,945.81
	Plus unrepresented receipts		1,094.39
B	Adjusted Bank Balance		143,040.20
	A = B Checks out OK		

Invoices to be Paid

Dymchurch Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

28 May 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
72	CCTV Monitoring	15/05/2024		Unity Trust Bank		CCTV Monitoring	Ashe Alarms	S	65.00	13.00	78.00
73	Support for Events	28/05/2024		Unity Trust Bank		Seaside Award	Keep Britain Tidy	S	54.17	10.83	65.00
75	External Meeting Costs (inc Zox	28/05/2024		Unity Trust Bank		Hall Hire	Methodist Church	X	80.00		80.00
76	Village Signs & Floral Displays	28/05/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	19.50	3.90	23.40
78	Rates	28/05/2024		Unity Trust Bank		Rates	Folkestone & Hythe District	E	1,629.05		1,629.05
Total									1,847.72	27.73	1,875.45

Payments made in May

Dymchurch Parish Council
PAYMENTS LIST

28 May 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
51	Audit Fee	02/05/2024		Unity Trust Bank		Annual Internal Audit	Lionel Robbins	X	175.00		175.00
52	Grass Cutting & Weeding	02/05/2024		Unity Trust Bank		Grass Cutting	M Coleman	S	575.00	115.00	690.00
53	CCTV Licence & repairs	07/05/2024		Petty Cash		Webcam repairs	Total Computer Services	X	60.00		60.00
54	Misc Stationery	07/05/2024		Petty Cash		Certificate and Thank You Gift	J Lawrence	X	45.00		45.00
55	Management Fee & Charges	07/05/2024		PayPal		I Zettle Fee	I Zettle	X	2.12		2.12
56	HMRC	07/05/2024		Unity Trust Bank		Tax & NI	HMRC	S	729.44	145.89	875.33
57	Salaries	25/05/2024		Unity Trust Bank		Salaries	Dymchurch Parish Council	X	3,229.24		3,229.24
58	Water & Waste	07/05/2024		Unity Trust Bank		Water	Business Stream	X	38.09		38.09
59	Website	07/05/2024		Unity Trust Bank		Website Bronze Subscription	Hugofox limited	S	9.99	2.00	11.99
60	Village Signs & Floral Displays	12/05/2024		Unity Trust Bank		LED Display & Router	Scanlite Visual Comms Ltd	S	2,710.00	542.00	3,252.00
61	CCTV Licence & repairs	13/05/2024		Unity Trust Bank		Web Cam & Conf Speaker Phor	IPcamlive	X	15.26		15.26
62	Management Fee & Charges	13/05/2024		PayPal		I Zettle Fee	I Zettle	X	0.53		0.53
63	Electricity	13/05/2024		Unity Trust Bank		Electricity	British Gas	L	102.79	5.14	107.93
64	Village Signs & Floral Displays	14/05/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	121.11	24.22	145.33
65	Water, Electricity & Sewage	28/05/2024		Unity Trust Bank		Electricity	British Gas	S	35.68	6.56	42.24
65	Water, Electricity & Sewage	28/05/2024		Unity Trust Bank		Electricity	British Gas	X	0.60		0.60
66	Utilities	21/05/2024		Unity Trust Bank		Electricity	Valda Energy Ltd	L	49.92	2.50	52.42
68	External Meeting Costs (inc Zox	24/05/2024		Petty Cash		Owl Labs Meeting Camera	J Lawrence	X	339.50		339.50
69	MISC-OFFICE EQUIPMENT	28/05/2024		PayPal		Web Cam & Conf Speaker Phor	Amazon Services Europe	S	7.90	1.59	9.49
70	MISC-OFFICE EQUIPMENT	28/05/2024		PayPal		Web Cam & Conf Speaker Phor	Amazon Services Europe	S	7.89	1.59	9.48
71	Misc Stationery	28/05/2024		PayPal		refuse sacks	Martxpress Ltd	S	24.98	5.00	29.98
72	CCTV Monitoring	15/05/2024		Unity Trust Bank		CCTV Monitoring	Ashe Alarms	S	65.00	13.00	78.00
73	Support for Events	28/05/2024		Unity Trust Bank		Seaside Award	Keep Britain Tidy	S	54.17	10.83	65.00
74	Water & Waste	28/05/2024		Unity Trust Bank		Water	Castle Water	E	154.45		154.45
75	External Meeting Costs (inc Zox	28/05/2024		Unity Trust Bank		Hall Hire	Methodist Church	X	80.00		80.00
76	Village Signs & Floral Displays	28/05/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	19.50	3.90	23.40
77	Communications	28/05/2024		Unity Trust Bank		Mobile Phone	3 Business Services	S	10.00	2.00	12.00
78	Rates	28/05/2024		Unity Trust Bank		Rates	Folkestone & Hythe District	E	1,629.05		1,629.05
Total									10,292.21	881.22	11,173.43

Expenditure Year to Date

28 May 2024 (2024-2025)

Dymchurch Parish Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Bulls Field Car Park			0.00 (N/A)	14,250.00	5,955.48	8,294.52 (58%)	8,294.52
Burial Ground			0.00 (N/A)	2,150.00		2,150.00 (100%)	2,150.00
General Maintenance			0.00 (N/A)	5,000.00		5,000.00 (100%)	5,000.00
Highways and Other Village Amenit			0.00 (N/A)	12,600.00	7,218.25	5,381.75 (42%)	5,381.75
Income	123,000.00	53,662.15	-69,337.85 (-56%)			0.00 (N/A)	-69,337.85
Office Costs			0.00 (N/A)	27,170.00	4,425.96	22,744.04 (83%)	22,744.04
Projects			0.00 (N/A)	15,000.00		15,000.00 (100%)	15,000.00
Promotion of the Village			0.00 (N/A)	3,200.00	1,354.17	1,845.83 (57%)	1,845.83
Recreation Ground			0.00 (N/A)	3,750.00	571.40	3,178.60 (84%)	3,178.60
Seawall			0.00 (N/A)	15,200.00	5,355.90	9,844.10 (64%)	9,844.10
Staffing			0.00 (N/A)	46,500.00	8,063.25	38,436.75 (82%)	38,436.75
NET TOTAL	123,000.00	53,662.15	-69,337.85 (-56%)	144,820.00	32,944.41	111,875.59 (77%)	42,537.74
Total for ALL Cost Centres		53,662.15			32,944.41		
V.A.T.		1,462.57			2,688.80		
GROSS TOTAL		55,124.72			35,633.21		