



Minutes of a meeting of the Dymchurch Parish Council  
held on Monday 4<sup>th</sup> April 2022 at 7pm at the Dymchurch Methodist Chapel Chapel Road Dymchurch

# MINUTES

## PRESENT-

Cllr C McCreedy- (Chair)  
Cllr C Young

Cllr D Young  
Cllr A Goode

Cllr J Williams

## Also in attendance-

Mr J Lawrence- Parish Clerk  
Mr A Lawson- Finance and Projects Officer  
Cllr. A Weatherhead – KCC  
Cllr T Mullard FHDC  
And one member 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 D Coker- Personal Commitment  
Cllr S Leverick- Family Commitment  
Cllr M Wright- Sickness  
Cllr D Noonan- Working

## 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.

No declarations made

- 3. MINUTES OF THE PREVIOUS MEETING-** held on the 7<sup>th</sup> March 2022 to be agreed by members present.

Proposed by Cllr Young and seconded by Cllr Goode-

Minutes 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

No questions submitted

#### **5. CHAIRMANS AND COUNCILLORS' REPORTS**

**The Chair will provide an update on any additional Council activities and meetings attended. Individual members will provide update on any meeting attended on behalf of the Parish Council.**

Cllr. McCreedy- Informed members that the 5<sup>th</sup> Commitment meeting hub is progressing well and that a booklet titled Life on the 5<sup>th</sup> Continent has been produced which is free for those interested.

Cllr C Young informed members that she had attended a Community Centre drop in where Dementia Cafes were discussed- St Mary's Bay is introducing one and she will be attending to pick up some ideas to be able to propose creating a venue in Dymchurch.

Cllr Young also requested some action to be taken with the height barrier at the entrance to the Village Hall Car Park as this no longer works. An ambulance had struggled with access recently.

**ACTION- LOCK TO HEIGHT BARRIER TO BE REPLACED**

#### **6. REPORTS FROM OUTSIDE BODIES**

##### **a. County Councillor**

- Cllr Weatherhead asked if the Friends of Hythe Dementia Spring Tea Dance could be advertised and provided posters.
- Phase 1 of the Cycle Path is complete- Phase 2 will be delayed until October to plan for the section around the Redoubt which will bring the path up onto the Seawall which will then link it to St Mary's Bay and Littlestone.
- The zebra Crossing at Tesco will hopefully be started in May this year.

##### **b. District Councillors**

Cllr T Mullard- no issues to report relating to Dymchurch and offered to answer any questions from the floor.

##### **c. KCC Warden**

Not present but the Clerk informed members present that there is a new Warden Grace Walker who is getting to grips with the area.

##### **d. PCSO**

Not present but the Clerk informed members that the PCSO has restarted his surgeries which are held at the Parish Offices in Orgarswick Avenue

## 7. CORRESPONDENCE AND CLERKS REPORT

### All correspondence has been in circulation-

- The Environment Agency have made the decision to lock half the flood gate at the Public Slip way at the Martello Carpark- This is due to vehicles accessing and parking on the sea wall- This links with a letter from a resident reporting vehicles driving around the beach having gained access at this location- Noted By Members
- Concerns have been raised about household waste entering the watercourse in the area of Eastbridge Road- This has been reported to the District Council
- The KCC are currently consulting on making savings by reducing the money spent on some bus services- Members will respond individually.
- The District Council have adopted the Core Strategy Review- There is an electronic copy for review if necessary-

### CLERKS REPORT

The clerk updated members on the following matters

- With the introduction of lifeguards at the beach Mr Lawson has completed the paperwork to apply for a seaside award for Dymchurch. A new notice board will be installed at the slipway to inform residents and tourists about local information, beach safety and tide times.
- Dymchurch rescue have now commenced operations looking after sea safety and education on Dymchurch beach.
- Members were informed about the interest of National Coast Watch using the kiosk as I watch point potentially with a mobile camera. Members will be informed of the date of the meeting with coast watch to discuss their ideas
- A meeting has been held with Colin Walker of the Dymchurch heritage group to install a memorial bench next to the main toilets which is land owned by the District Council. Before approaching the District Council support of the parish council is requested. Members present agreed with the proposal
- Car park permits are now being sold from the Parish Council Offices.
- The preparation is underway for the end of year audit and this will take up much of the council officers time until the end of April.

## 8. Planning Applications

Ref	Location	Details	Council Comments
22/0339/FH	Building adjoining 44-46 High Street, Dymchurch	Section 73 application for the variation of condition 1 (approved plans) for planning permission 21/2012/FH Reserved matters of scale, appearance, layout, landscaping and access pursuant to outline planning permission 20/1039/FH (Outline application for 8 apartments with all matters (scale, appearance, layout, landscaping and access) reserved for future	No Objections

		consideration. To allow for amendments to approved plan for building regulation compliance.	
22/0373/FH	27 Seabourne Way, Dymchurch, Romney Marsh, Kent, TN29 0PX	Proposed single storey front and rear extension and two storey side extension. Conversion of garage into home office and extension to provide storage room.	No Objections
22/0374/FH	4 Seaview Heights, High Street, Dymchurch, Romney Marsh, TN29 0AD	Conversion of existing integral garage to create a ground floor annex	Objections- Unanimous Objections due to the concerns over increased traffic congestion, with the loss of a visitors parking space-
22/0453/FH	6 High Knocke, Dymchurch, Romney Marsh, TN29 0QD	Proposed first floor side & rear extension	No objections
22/0454/FH	11 Sycamore Gardens, Dymchurch TN29 0LA	Single Storey rear extension	No Objections
22/0451/FH	26 Seabourne Way, Dymchurch, Romney Marsh, TN29 0PX	Erection of a single storey rear extension following demolition of existing conservatory.	No Objections
22/418/FH	Martello Tower Number 25, Dymchurch Road, Dymchurch	Approval of details pursuant to conditions 2 (plans), & 3 (i.details of eaves, soffit, glazing, ii. gallery and other windows, iii. entrance door and security gate, iv.bin store, v.roofing materials, external deck area, pavement finish) of planning permission Y18/1257/FH Listed building consent for works to the Martello Tower to include division into four storeys.	No Objections

## 9. FINANCE

- a. Breakdown of expenditure/income since last meeting  
No matters raised
- b. Authorisation of Payments- Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.  
Payments agreed (See appendix 1) – Cllrs C Young and McCreedy will authorise payments on line.
- c. Additional Expenditure items in addition to those specified in the above report.  
No additional items listed however it was noted that repairs were required for the edging to the playpark area at the Dymchurch recreation Ground
- d. End of year finance report.  
No matters raised

## 10. STATEMENT ON INTERNAL CONTROL 2021-2022

**Members will consider and confirm the contents of the Statement on Internal Control.**

The statement of internal control for 2021-2022 was reviewed by members present and accepted it was signed by the chair. The clerk will publish this document on the council website.

## 11. MOTION TO TRANSFER OWNERSHIP OF DYMCHURCH RECREATION GROUND TO FRIENDS OF DYMCHURCH RECREATION GROUND CHARITY Raised by Cllr J Williams for members to consider the above motion- Report circulated to members

The above motion was presented by Cllr Williams. After debating it was proposed by Cllr Williams and seconded Cllr Goode to accept the motion, which was to transfer ownership and management of the *whole* of the Recreation Ground and the Pavilion to the Friends of Dymchurch Recreation Ground Charity and remove the burden of maintenance costs from the Parish Council.

The idea of the Charity running and maintaining the Pavilion was seen as positive however the maintenance of the recreation ground raised concerns due to the costs for the Charity which if they were unable to achieve would mean that the Council would be left to deal with the maintenance issues which (mentioned by a member) included maintenance of the Play Park equipment.

Cllr Williams requested a recorded vote:  
For the motion- Cllr Williams and Cllr Goode  
Against the motion – Cllr D Young, C Young and Mc Creedy

Cllr Williams then raised that as this agenda item had been rejected the following item could not be heard as it went against standing order 7a and b which states;

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- a *A resolution shall not be reversed within six months except either by a special motion, which requires written notice by at least 3 councillors to be given to the Proper Officer in accordance with standing order 9, or by a motion moved in pursuance of the recommendation of a committee or a sub-committee.*
- b *When a motion moved pursuant to standing order 7(a) has been disposed of, no similar motion may be moved for a further six months.*

The Clerk advised members that although the aim of both agenda items was to give control of differing amounts to the Friends of Dymchurch Recreation Ground Charity the items were distinct in that item 11 made no mention of the current lease which has been in circulation prior to the meeting, it did not take into account the third party which would need to be consulted (Fields in Trust). Item 12 contained clear and unambiguous information supporting all parties to a legal lease and therefore the item should be heard.

The Clerk did however agree to further research the point of order raised by Cllr Williams and will report at the next Parish Council meeting and advise as to whether the decision which will be made at the next agenda item should be revisited.

## **12. LEASE BETWEEN DYMCHURCH PARISH COUNCIL-v- FRIENDS OF DYMCHURCH RECREATION GROUND CHARITY-v-FIELDS IN TRUST**

Members will consider the contents of the lease which has been proposed between the above parties and decide if they approve.

The lease prepared by Hallet and Co Solicitors was circulated to members prior to the meeting and sets out the arrangements for the Friends of Dymchurch recreation Ground Charity to manage the Pavilion and Carpark, and to be able to use the recreation ground for events and activities associated with the Pavilion.

The agreement to lease does not mean that any agreement of funding towards the development or refurbishment of the Pavilion has been decided. Any funding or grants requested by the Charity will be a separate discussion and will require a decision by the Council in the future and if necessary in consultation with the residents of the Parish depending on the level of funding requested. All financial discussion will be in public and will be transparent and audited to ensure our residents can be confident in the activities of the Parish Council.

After discussion it was proposed by Cllr D Young and seconded by Cllr C Young that the details of the proposed lease be accepted by Dymchurch Parish Council. A recorded vote was requested by Cllr Williams and recorded as follows-

For- Cllr D Young, C Young, A. Goode and C McCreedy  
Against Cllr J Williams

### **Carried-**

The Clerk will now await a response from the Friends of Dymchurch Recreation Ground Charity and will then return the information to the Solicitor when will then correspond with the Fields In Trust

Due to the time- All following agenda items were adjourned until the next meeting-  
The meeting was closed at 2125hrs.

**13. PARISH COUNCIL NOTICE BOARDS**

**Members will consider purchase of three new notice boards for- The Fairground, The Fairway and Redoubt Way.**

**ADJOURNED**

**14. DYMCHURCH OFFICE STORAGE AND WASTE CLEARANCE**

- a. **Members will consider purchase of a replacement lock up for rear yard of council offices**
- b. **Members will consider quote for clearance of waste and debris from rear yard of Council Offices.**

**ADJOURNED**

**15. SIGNAGE AND SIGNS IN AREA OF THE FAIRWAY DYMCHURCH**

**Members will consider options to educate drivers on speeding in this area of the Village**

**ADJOURNED**

**16. CYCLING LOWER WALL DYMCHURCH**

**Members will discuss the complaint of persons cycling along the lower part of the wall and consider solutions**

**ADJOURNED**

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

**Members will discuss any matters relating to the Jubilee and consider lamp post decorations.**

**ADJOURNED**

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

**ADJOURNED**

**19. DATE OF NEXT MEETING.** The next meeting is the Annual Parish Council Meeting and will be held at 7pm on Monday 9<sup>th</sup> May 2022 unless otherwise advised.

## APPENDIX 1

**Invoices for Authorisation**

Payment Details		Amount
Ashford BC Ref: 85698783	CCTV	-1,358.28 GBP
Flowbird Ref: inv uk148608	Cash Cannister	-344.40 GBP
Ashe Alarms Ref: inv 27486	Maintenance	-108.00 GBP
Ashe Alarms Ref: inv 27473	Maintenance	-43.20 GBP
geosphere Ref: 29ul005-0002	Parish Online Subscription	-226.80 GBP
Starboard Systems Ref: inv2684	Scribe Accounting 22/23	-450.00 GBP
Hallett and co Ref: 145017	Legal Fees	-795.48 GBP
Hallett and co Ref: inv 145018	Legal Fees	-1,237.44 GBP
Play Inspection Co Ref: DYM21087	Safety Inspection	-210.00 GBP
B E Ames Ref: inv 20787	Stonework at memorial	-2,577.60 GBP
Trans Fire Protect Ref: 190740	Fire Service - office	-143.94 GBP
Trans Fire Protect Ref: 190741	Fire Service - Kiosk	-86.16 GBP
Starboard Systems Ref: inv2777	Scribe Cemetery set up and annual fee	-676.80 GBP
F&HDC Ref: 6513286	Business Rates - Office	-1,160.18 GBP
F&HDC Ref: 6513318	50% Business Rates – Car Park	-4,116.50 GBP