

Minutes of a meeting of the Dymchurch Parish Council held on Monday 12th April 2021 at 7pm.

The meeting was held online under the following legislation The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

MINUTES

PRESENT-

Cllr D.Coker (Chair)	Cllr C Young (vice Chair)	Cllr C McCreedy
Cllr J Carr	Cllr J Williams	Cllr M Wright
Leverick	Cllr D Young	Cllr S

The Chair addressed those present to reflect the news of the passing of His Royal Highness, The Prince Philip, Duke of Edinburgh and to pass on behalf of the Council its sincere condolences to Her Majesty The Queen and the Royal Family at this sad time.

- 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.

No apologies received

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 expressed a personal interest in planning application 21/441/FH due to a family connection to the architect.

- 3. MINUTES OF THE PREVIOUS MEETING-** held on the 1st of March 2021 to be agreed by members present.

The Clerk informed members of one alteration in that District Cllr Mullard was shown as attending when in fact he was not there.

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Cllr Young informed members that in relation to the HGV sign mentioned on the minutes this has now been rectified and is pointing in the correct direction

The minutes of the previous meeting were then accepted by members present.

In order to accommodate an attendee to the meeting ITEM 8 was heard- The chair of the Friends of Dymchurch Recreation Ground Charity Sally Cook gave an update on activity. A summary follows:

- A donation has been received from Dymchurch Parish Council to cover insurance costs for the year
- A donation has been received from District Councillor Mullard of £500.00
- A small event was held at Easter and raised £76.00
- 6 events are planned for later in the year which are hoped will go ahead
- The first designs for the improvements at the Pavilion will be made available as soon as possible.
- Contact will be made with the planning department for pre planning comments

A timeline showing the Pavilion project was shown to members (see appendix 1)

Paul Simms also from the Charity then gave an update on how the plans were progressing- 3D models will be made available for a future public consultation.

The Council thanked the Charity

for their update and progress with this project.

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

There were no public questions submitted

5. UPDATE ON ACTIONS FROM PREVIOUS MEETING and CLERKS REPORT

SEAWALL KIOSK

The first part of the month involved coordinating and arranging interviews and being the point of contact for the applicants of the Seawall Kiosk- After the decision as made work has continued with the new operators Phil and Jake Vincer to iron out any issues- **There is an agenda item below regarding storage but in addition they have asked if they can affix a sign to both sides of the kiosk advertising hot food- This will be a sign in red. The signs would be screwed into place (four screws on each sign)**

We have also planned to sort out the minor snags that have been identified so that the operators can conform to the health and hygiene requirements.

ACTION- Members required further details on the signage size and type before giving permission via the Clerk

Electric bike hire kiosk- Martello basin

Members will be aware that the new cabin is now in place on the seawall. As agreed at a previous meeting Adrian and I are arranging for power to be restored to the kiosk. This installation of electric will be set up so that any future installations will have power as and when they need it.

Unfortunately, there has been an issue with the EA in that a permit is required before we can “mole” around the seawall this will cause a delay, but we are arranging a temporary connection until it can be made permanent.

Regarding the operator it is obvious that he wants to work with others in the village and is ensuring Dymchurch is publicised wherever he can. He is running a radio competition and lots of advertising. Of course, more visitors mean more revenue for him, but the off shoot is more tourists to support the local economy. The office opening day is the 24th April and he has asked me to invite you as Councillors along if you are available.

ACTION- Members raised concerns that the installed kiosk does appear to look out of place and would like to know if there is any further painting or additions to improve the look of the kiosk.

Other licences- sun beds, donkeys, mobile ice cream van

I need to make members aware that although we now have new licences in place for new traders, we cannot force our old licence holders to sign a new licence have offered this to them but to be transparent and to prevent a legal challenge I was advised to explain the consequences of signing a new licence.

Planning committee meeting- Willop close

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I provided a three-minute video recording for the planning committee in support of the Council's objections to the planning application at Willop Close- Although the application was granted, Cllr Meyers introduced a condition to be adhered to before the application could go ahead and this was around drainage.

We have received a letter of thanks from the residents there.

Electric charging points- village hall carpark

See agenda item 14 for details.

Environment agency lease agreement review

The review of the lease has taken place and we will receive a copy very soon which will circulate- During the meeting we confirmed arrangements for Trading Licences, confirmed the area of the lease and started discussions about benches on the wall.

Additional actions

No	Details	Owner	Comments
1	Contact Mr O Connor regarding affixing plaque to bench on Seawall	Clerk	Completed
2	Apply for Flood Risk Activity Permit	Clerk	Applied for
3	Update residents regarding Bus shelter replacement	Clerk	Completed
4	Contact Beach Front Entertainers for potential / availability this season	Clerk	See Agenda Item
5	Continue contact with Folkestone rescue to see if they would be able to work from Dymchurch Slipway	Mr Lawson	Ongoing awaiting update
6	Cycle Slow Signs request for Seawall	Clerk	On going
7	Arrange and issue Trading Licence to all holders -	Clerk	Ongoing

Members required the following enquiries to be made:

- It has been identified that the brass plaque installed as a memorial on the seawall bench appears to be sharp- **The Clerk will contact the family**

6. CORRESPONDENCE AND COMMUNICATIONS **In circulation**

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- A letter of thanks has been received regarding the provision of the beach webcam
- KCC have published a Forward Works Program for works and maintenance work over the next five years. Details are available here: <https://www.kent.gov.uk/about-the-council/strategies-andpolicies/transport-and-highways-policies/managinghighwayinfrastructure>
- An email from a resident has been supplied with photos raising concerns about some of the boundary fences around the recreation ground

ACTION-Item to be added to the agenda for a future meeting

- The Environment Agency are planning to demolish an old shed located on land owned by them at The Redoubt Bends- They do not need consent to do this but wanted to inform the Council as a matter of courtesy
- A letter has been received from Saltwood Football club asking for use of the recreation ground- They have been informed that the ground is not available at the moment but to try in the future.

7. REPORTS FROM OUTSIDE BODIES

a. County Councillor

County Councillor Martin Whybrow provided a written report

- He has been in correspondence with a resident at The Fairway regarding speeding vehicles and the chance of a crossing being installed- KCC have responded stating there is no funding for this at this time. He has received an application template for submission to the KCC for areas where there are road safety issues-

Members were reminded that a request for two traffic surveys have been submitted one in the area of Tesco and the other at Kingsway. The Clerk revisit this request.

ACTION- To request Cllr Whybrow commence the mentioned form on behalf of the Council

- He also reports that the re-treading work is due to commence along Eastbridge Road.

b. District Councillors

District Councillor Terry Mullard provided a written report

- The District Council's AGM will take place on the 5th May

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- A new party named Folkestone and Hythe Independence Party has been set up by Cllrs David Wimble and Ray Field.
- District Cllr Meyers will be standing as UKIP candidate for KCC for Romney Marsh and he mentioned that Dymchurch does not come under this KCC area.

c. KCC Warden

KCC Warden Jon Lodge provided the following report

- He has been supporting a vulnerable resident during the last few weeks to help them continue to live independently.
- The markings around the mini roundabout were raised as a concern this has been reported and has now been repainted
- He has removed the graffiti tags from the refuse bins in the recreation ground
- He was called to a report of what was thought to be a World War two bomb unearthed by a resident.

d. Kent Police – PCSO

No report received

8. PAVILION WORKING GROUP- UPDATE (STANDING AGENDA ITEM)

Members will receive an update on the progress of the above working group Ground Charity.

See above entry

9. TO RECEIVE THE MINUTES OF THE ASSETS AND AMENITIES COMMITTEE HELD ON TUESDAY 16TH MARCH 2021 and to consider the following recommendation from that Committee.

- a. It is recommended that the Council approve a budget of £3000 for the design and manufacture of 3 lectern style village maps to be positioned around the village.**

After discussion during which the provision of braille to be incorporated within the sign was suggested and confirmation of the ownership of the copyright of the final design, it was proposed by Cllr. Leverick and seconded by Cllr. McCreedy that a budget of £3000.00 be authorised to design and purchase the village guide and map signs

A vote was taken, and the decision as carried unanimously.

The minutes were acknowledged by members present:

Updates were required on

- remarking of the multi-use games area

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- seawall photo opportunity cut out

10. PLANNING:

Reference Number	Location	Details	Council Comments
21/0658/FH	9 The Oval, Dymchurch, TN29 OLR	Erection of a ground floor side extension, increasing the roof	No Objections Carried unanimously

		slope to create an inhabitable loft with inclusion of 4 small front dormers and one flat roof rear dormer, internal alterations and new hard standing parking space	
Y19/1415/FH	Land Adjoining 20 St Mary's Road Dymchurch Kent	Proposed residential dwelling	No Objections- Carried Unanimously- Comment to be made to the planning department regarding visibility and road safety when leaving the site
21/0441/FH	63 - 65 & 67 - 69 High Street, Dymchurch, Romney Marsh, TN29 0NH	Retrospective application for 1st and 2nd floor extension to form 4 self-contained flats.	Objection- Carried unanimously- It was agreed that the latest application did not satisfy the objections put forward by the Council for the previous application 19/1279/FH

21/0604/FH/CON	Copperfield Stables, 48 Eastbridge Road, Dymchurch, TN29 0PG	Approval of details pursuant to Condition 10 (details of foul and/or surface water drainage scheme) of planning permission Y19/0434/FH (Change of use and conversion of stables to 1 holiday let together with external alterations)	No Objections if connection to main sewer has taken place
21/0558/FH	7A Kingsway, Dymchurch, Romney Marsh, TN29 0LY	Construction of loft, side, and rear extension	No Objections- Carried unanimously

21/0733/FH/CON	34 St Mary's Road, Dymchurch, TN29 0PN	Application for the approval of Condition 3 (Tree Survey), Condition 5 (Ecology), Condition 6 (Water Efficiency), Condition 7 (Planting plan), Condition 10 (Ecology), Condition 11 (Material) of planning application - 21/0173/FH - Erection of new detached dwelling upon land adjacent to no 34 - resubmission of 20/1223/FH	No objections as long as tree survey has been carried out.
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21/0719/FH/NMA	56 Seabourne Way, Dymchurch, Romney Marsh, TN29 0PX	Nonmaterial amendment to planning permission Y19/0440/FH - Erection of a front and side porch, a single storey rear and side extension, a single storey rear extension following removal of existing conservatory, and hip to gable extension (resubmission of Y18/1317/FH) - Conservatory roof to be tiled with Velux roof lights. Front porch to show flat roof. Additional windows to side elevation, all existing tile hanging changed	No objections- Carried Unanimously
		to vertical timber boarding.	

11. FINANCE

- a. Breakdown of expenditure/income since last meeting- end if year review
Please see appendix 2- No issues raised
- b. Authorisation of Payments- Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.

Please see appendix 2-
- c. Acceptance of Statement of Internal Control year ending 31st March 2021.

The statement was accepted by members present.

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12. COVID 19- Legislation relating to online and face to face meetings.

Members will receive an update and decide on meeting arrangements prior to 21st June 2021.

After discussion it was agreed that Council were keen to resume face to face meetings but of Course need to ensure the safety of both the public and members of the Council. Legislation to hold online meetings ceases on the 7th of May. The anticipated date for restrictions to be lifted is the 21st of June which means there is a period of time where larger groups meeting is still not permitted.

During the discussion the subject of the Parish Meeting was raised at the time of the meeting there was no intention to hold a Parish Meeting.¹

The Annual Parish Council Meeting will be held online on the Tuesday 4th May
The meeting in June will be cancelled
Meeting will resume in July and arrangements regarding the location and style of the meeting will be published by the Clerk.

A vote was taken

For 7

Against 1

Decision Carried

13. BEACH FRONT ENTERTAINMENT

Members will consider the offer to provide Beach Front Entertainment-

Cllrs. Carr and Williams expressed a personal interest in this matter as he is a friend of the providers of the beach entertainment and will therefore abstain from any vote

After discussion it was proposed by Cllr Leverick and Seconded by Cllr C Young that a budget of £3000.00 be set aside to provide this activity and that a weekly update on hours performed would be provided to the Council.

A vote was taken- For-5

Against- 1

Abstain-2

14. ELECTRICAL CHARGING POINTS- LEGAL AGREEMENT

¹ Post meeting note- After consultation the Clerk will be arranging a Parish Meeting which will be held online on the same day as the Annual Parish Council Meeting.

Members will review and consider the legal agreement between KCC and Dymchurch Parish Council.

After discussion it was agreed in principle to accept the agreement, however this would be pending any concerns raised by the solicitor carrying out due diligence on behalf of the Council.

This was agreed unanimously

15. BOLLARDS- SLIPWAY

Members will discuss the potential for installing an additional bollard at the slipway to prevent unauthorised vehicles going onto the seawall.

After discussion it was agreed unanimously that an additional bollard would be placed at the slip way to prevent drivers squeezing by the current bollards and accessing the seawall. The additional bollard has been provided by the EA.

16. ITEMS FOR CONSIDERATION AT FUTURE MEETINGS

- Maintenance of Village Notice Boards
- Millennium Clock repairs- Consideration for new location and repairs.
- Welcome to Dymchurch Sign from direction of St Mary's Bay requires attention

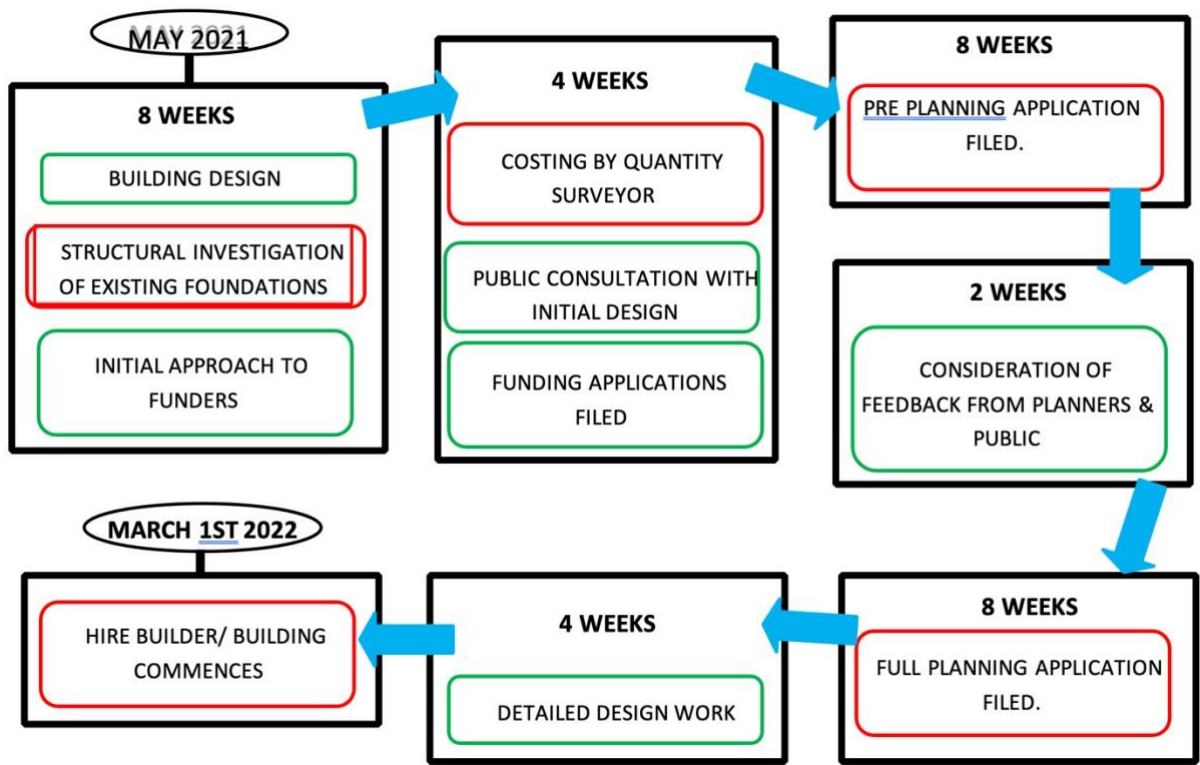
17. DATE OF NEXT MEETING- Members will consider making a change to the next scheduled meeting and to hold what will be the Annual Parish Council meeting on **TUESDAY 4th MAY at 7PM**

18. CLOSED SESSION

- a. It is proposed that members of the press and public be excluded from the meeting for members to receive an update from the Clerk on a legal matter.

After discussion it was proposed by Cllr Williams and seconded Cllr McCreedy that the legal matter should be pursued.

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APPENDIX 1

Appendix 2
Summary April Meeting

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EDF	DD	59.00	
EDF	DD	46.00	
F&HDC			
Friends of Dym Rec		1,577.14	
Zurich Ins		218.00	
Dym & Dist Heritage		3,962.30	
A Lawson		12.50	
Friends of Dym Rec		7.00	
Play Inspection Company			
HMRC		12.50	
Paypal		210.00	
EDF	DD		
H3G		485.83	
Ashe Alarms		10.00	
Flowbird		25.00	
Caxton House		12.00	
Castle Water		138.00	
Chq 30011		860.84	
Salaries		23.70	
HMRC		464.38	
Service Charge		12.50	
Castle Water			
		1,828.73	
Cash at Bank 31/3/21		486.03	
		18.00	
PayPal			
Opening Balance		182.06	
Income			<u>10,651.51</u>
Cashback			<u>47,508.73</u>
			3.07
Expenses		20.00	
HP Instant Ink		0.05	
			<u>20.05</u>
			23.12
Balance as at 31/03/21		19.98	<u>19.98</u>
			<u>3.14</u>
NSI			<u><u>94,725.73</u></u>

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Invoices paid since last meeting

S H Bureau Ref: ref no 1930	Payroll Processing	-120.96 GBP
Lympe PC Ref: SLCC J Lawrence	SLCC Membership Fees	-104.00 GBP
Scottish Power Ref: acc 16109566160	Kiosk – from Sep 20	-210.00 GBP
J S Jarvis Ref: Dymch PC	Work at Kiosk	-490.00 GBP

Invoices to be authorised

Ashe Alarms Ref: inv 25654	Slipway Call out	-72.00 GBP
F&HDC Ref: 6513286	Office rates	-1,160.18 GBP
F&HDC Ref: 6513318	Car Park rates	-3,000.00 GBP
KALC Ref: inv 8076	Membership	-1,279.46 GBP
Youngs Ref: Inv 0046744	Compost	-14.98 GBP
M Coleman Ref: inv 7548	Grass Cutting	-828.00 GBP
Payroll		

Barclays Bank Current Account

Opening Balance			
Apr	30,858.45	- 10,000.00	30,000.00
May	335.00		10,000.00
			197.70

	Income Contra	Adj - EDF	Contra	CB Income	Expenses	Adj EDF	EDF INV	CB	Expenses	£
				20,858.45	30,000.00			-		27,289.62
				335.00	10,197.70					28,148.07
Jun	875.00	875.00	169.76	18,990.61	5,738.90	5,738.90	20,179.51	20,000.00	4,550.00	18,285.37

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Aug	7,479.95		7,479.95	142.36	142.36	
Sep	6,473.75	- 1,000.00	5,473.75	197.88	197.88	11,887.59
Oct	688.90		688.90	234.97	234.97	18,163.46
Nov	76.15		76.15	197.45		18,617.39
Dec	-	-		225.40		
Jan	-	-		229.85		197.45 18,496.09
Feb	-	-		197.70		225.40 18,270.69
Mar	650.00		650.00	197.70		229.85 18,040.84
23/3 -31/3						197.70 17,843.14
	53,176.10	- 11,000.00				
			42,176.10	62,170.28		
Barclays					197.70	18,295.44
Bank						
Business						18,295.44
Reserve						2,170.28
Opening Balance 10,000.00 April			4.06			60,000.00
						18,295.44
June	4.06	Sep	1.60			
1.60						21,543.04
Dec	0.29		0.29			10,000.00
Mar	0.29					11,543.04
			- 0.29			11,547.10
	6.24			10,000.00		
						11,548.70
Unity Bank			6.24			
Current	- 30,000.00					11,548.99
Account					10,000.00	11,549.28
	- 10,000.00					
						72,702.55 11,549.28
						3,624.79
						7,382.42
						169.76
						179.51

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		72,885.55							
-	10,000.00							20,133.15	
-	27,000.00							41,500.02	3,807.79
	26,405.70								6,537.81
-	13,977.86								
	13,380.27								
		7,565.4270.80						7,891.56	
									5,152.28
715.40	27,000.00							10,899.09	11,344.49
		14,494.47						1,809.30	20,404.95
									6,762.05
		795.30	55.00					3,502.28	5,898.82
2,841.70	13,636.27							100.00	5,076.92
									34,945.22
	47,315.96								8,192.56
	82,602.77								10,511.51
									30.00
		183.00							
		183.00							
-	100,977.86	3,507.70						11,130.09	200.00
	135,460.89		201.00					77,917.91	
				201.00	201.00				£
				201.00					
				201.00	201.00				
304.30	7,163.05	186.00							
-	267.43			130.00	130.00				1,164.35
									67,092.12
									3,688.28
									55.00
		60,196.50							£
74.17									
									-12.50
2,814.77	5,261.92	10.00	56,582.39						
4,025.00									136,637.74
									54,135.24
0									
105,175.75	10,651.51	47,508.73							
		165,182.69							
									47,508.73
									423.53
				2,201.00					
								27,520.80	94,725.73
									94,725.73
1,697.50	1,423.53								
									364.78
									90.81
									1,000.00

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