

(Before commencement of the meeting, there will be an opportunity for the public to ask questions – this will commence at 6.45 p.m. for 15 minutes).

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

The Ordinary Monthly Meeting of the above Parish Council is convened for MONDAY 14TH NOVEMBER 2016 in the Channel Room, St Margaret's Hall, Reach Road at 7.00 p.m.

AGENDA

1. Confirmation of the Minutes of the Parish Council meeting held on 10th October 2016.
2. Declarations of interest.
3. Clerk's report, including matters arising from previous meeting.
4. Planning – to ratify decisions made since last meeting and to consider any planning applications received prior to the meeting.
- 6 Finance and Accounts, to include
 - Quotation re new CCTV system for car park.
 - Quotation re replacement of front porch roof at Alexander Pavilion.
 - Quotation re windows/shutter removal and replacement at King George V Pavilion.
 - Ratification of 3 cheques - £13,405.20 to Lister Wilder; ££162.15 David R Adams Electrical Services; £372.00 Tim Andrews Plumbing Service.
7. Precept – Cllr Smith re current Government Consultation on Financial Settlement 2017-2018.
- 7 Correspondence received.
8. Reports from Councillors/Advisers, to include:-
 - Cllrs Harris and Cooke re KALC Dover Area Committee meeting.
 - Cllr Harris re treeworks – Klingsdown Road freedown.
- 9 Village Maintenance and Matters affecting the Parish, to include:-
 - Consideration of further waste/dog bins – potential locations/cost.
 - Playing Field inspection.
10. Matters arising not already covered.

Monday 7th November 2016

Jane Cook
Clerk to the Parish Council

PLANNING

- DOV/16/01028 Erection of 4no.detached dwellings, 3no. terraced dwellings, building incorporating 7no. self-contained flats, creation of new access and parking and creation of a new open space off Sea Street –
Land at Sea Street & Glebe Meadow, St Georges Place
Since withdrawn
- DOV/16/01181 Installation of a 1.8m diameter transmission dish –
Swingate 2 Transmitting Station, Deal Road, Guston
- DOV/16/01126 Installation of 3no. antennas and ground based equipment cabinets (existing 5no. antennas and 1no. transmission dish to be removed) –
Arqiva Transmitting Station (Swingate 2), Swingate
- DOV/16/01127 Installation of 3no. antennas, 5no. existing antennas and 1no. transmission dish to be removed –
Arqiva Transmitting Station (Swingate 2), Swingate
- DOV/16/01180 Installation of a 1.8m diameter transmission dish –
Swingate 2 Transmitting Station, Deal Road, Guston
- DOV/16/01039 Raise roof line incorporating hipped ends, erection of front and rear dormer roof extensions, and insertion of rooflight to front roofslope –
Penthouse, 34 Salisbury Road
- DOV/16/01116 Erection of a boundary fence –
18 Royston Gardens
- DOV/16/01215 Erection of a two storey front and side extension and single storey front and rear extension –
Downs Lea, Well Lane
- DOV/16/00866 Erection of seven detached dwellings, creation of vehicular access and associated car-parking –
Townsend Paddock, Townsend Farm Road

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 10th October 2016 at St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs B Paul, R Simcox, E Cooke, A Fielding, G Macgregor, P Evans, J Harris). Apologies received from Cllr C Smith (holiday). Apologies also received from County Cllr S Manion, District Cllr Keith Morris in attendance.

Following issues raised during Public Question Time:-

Mrs Liggins asked if Parish Council could approach owners of Butchers Cottage regarding the vegetation from their property which is encroaching on to the walkway.

Question raised re drone flights being undertaken in the village. Cllr Fielding advised that drones should not come within 50m of a private property. Any user on private land must seek landowner's permission. Suggested that Community Warden be appraised and public asked to report any sightings to Police via 101 telephone.

1. The minutes for the meeting of 12 th September, having been circulated, were declared as a true record and duly signed, although planning response re The Penthouse, 34 Salisbury Road to be altered and sent to Dover District Council.	Clerk to note
2. Declarations of interest – Cllr Evans advised that he had to declare a pecuniary interest in planning application for the Glebe Field, as he undertakes contractual work for the Bay Trust, the owner of the site, although this has been conditionally sold.	
3. <u>Councillor Vacancies</u> – Clerk to contact Genevieve Cope to seek a meeting with Councillors should she be interested in being co-opted to the Council	Clerk to follow up
4. <u>Clerk Report</u> <ul style="list-style-type: none"> • Nothing heard from Kirk Alexander re any preferred dates for a meeting with Councillors. Cllr Evans will try and speak to him in the Valley on one of the clearance days. • Burial registers copied – cost claimed through petty cash. • Clerk asked if Councillor Macgregor had completed the pecuniary interest form – he confirmed this had been sent to DDC. • Metal container paid for and rake – tractor/trailer still on order re Valley. • Tree surgeon will undertake tree work in KGV car park during October – car park will need to be closed. • Thank you letter sent to Mr Hickson re storage and to David Hall re his help with arrangements for storage container. • Re KGV quote from Channel Windows – Channel cannot undertake any work on shutters – Club have contacted Lotinga Shutters which quote comes in at £2,200 for removal and replacement of shutters. Club will speak to alternative shutter comp[any, together with glazing company and return with quotations. 	Cllr Evans to deal Clerk to deal Clerk to place on agenda

- Enforcement Officer will visit Hope Inn site following recent questions raised on development.
- Met with Ian Miller re issues identified in ROSPA report – he will monitor small issues; Wickstead Leisure are unable to help with small fixings, bolts, end caps etc. Mr Miller may be able to use rubberised compound to fill holes.
- Farmer has cut down side of Alexander Field hedge adjacent to the Freedown.
- Cricket Club advised of need for PC to be aware of herbicide to be used on field.
- ER33 reported as overgrown, blocked gully reported, litter in Bay reported.

Clerk to monitor

5. Planning

The following comments were made on the applications considered:-

IT WAS RESOLVED that the Council responses to planning application in respect of DOV/16/01039 be amended as follows:-

DOV/16/01039 Raise roof line incorporating gable ends, erection of front and rear dormer roof extensions, a rear balcony and insertion of rooflight to front roofslope –
The Penthouse, 34 Salisbury Road
Object on grounds of overlooking of neighbouring properties, and dominance of extension at rear of property. Planning site notice not placed on correct property but on telegraph pole nearby.

DOV/16/01028 Erection of 4no.detached dwellings, 3no. terraced dwellings, building incorporating 7no. self-contained flats, creation of new access and parking and creation of a new open space off Sea Street –
Land at Sea Street & Glebe Meadow, St Georges Place

General discussion took place surrounding this application;

- an extension is currently granted to the Parish Council for a response by 30th October. However no Case Officer has yet been appointed so further extension could be granted until PC meeting 14th November.
- One of main concerns of development surrounds local parking problems - development would see 32 beds, with only 24 parking place provisions.
- Application has 106 agreement attached – PC needs to consider what would happen of application is granted – Cllr Fielding would like to take more advice on this and a meeting with DDC Planning Officer is suggested.
- Cllr Paul made the point that the development provides “low cost” rather than “affordable” housing.
- The recently granted appeal for registration of the field as an Asset of Community Value would be a material consideration in decision of planners.
- Cllr Fielding feels that the traffic survey may be invalid or flawed as such surveys do not compare like with like.
- Cllr Paul urged residents to place their own comments, good or bad, on the DDC planning site in respect of the application.
- It is possible that, if approved, the site could offer occasional overspill parking provision to the village hall.
- The application to be placed on agenda for November.

Clerk to deal

Clerk to deal

- DOV/16/00949 Variation and removal of condition of planning permission
DOV/15/00296:
Variation of condition 2 to allow amendments to the approved plans (internal layout), variation of condition 7 to allow the insertion of two rooflights to the southeast (front) roofslope, one rooflight to the southwest (side) roofslope, three sun tunnels to the northeast (rear) roofslope and one sun tunnel to the northwest (side) roofslope.
Removal of condition 10 (domestic sprinkler system) (Section 73 application) (amended description) –
Site R/O The Shrubbery, St Margarets Road
(THIS APPLICATION HAS BEEN WITHDRAWN)
- DOV/161/00891 Erection of a single storey side and rear extension and roof extension to garage, insertion of rooflights, erection of decking and balcony with balustrade –
9 St Margarets Road *As previously, decision to rest with Planning Committee*
- DOV/16/01024 Erection of two detached dwellings and creation of access (existing dwelling to be demolished) –
Dial House, 23 St Margarets Road
Raised concerns for the Planning Committee:
- that the proposed smaller house is moved towards the rear of the garden to lessen impact to the street scene.
- that the Tree Conservation Officer is made aware that there are a number of mature trees on the proposed site and that a full tree survey may need to be undertaken and submitted as part of the application in accordance with BS5837: "Trees in relation to design, demolition and construction – Recommendations".
- DOV/16/00969 Change of use of land to garden land, erection of extension to existing garages, excavation of land underneath garages to create basement and the erection of a boundary wall and fence to No 6 = Land r/o and including 6 & 7, Millfield *No objections*

6. **Finance**

Payments made since September meeting were duly ratified, details as follows:- £102.70 to British Telecom; ££1,764.00 Cleveland Containers Ltd; £408.—SCH (Supplies) Ltd.

Cheque received from Barclays Wealth re the Nicky and Eileen Barber Trust – this grant applied for by Mrs Tracy Evans for the provision of a bus shelter at Nelson Park end of village, opposite current shelter. It was agreed that Cllrs Harris and Evans meet at the site to look at location, with Tracy to be asked also to come along. Cllr Paul will speak to Mr Ledger in due course should shelter need to be placed on edge of his land.

Clerk advised that external audit report received re Annual Return, with no issues raised.

Cllrs Evans, Harris and Paul to deal

The following payments were approved:-

NEST – Clerk/Council pension payment	£139.78
Petty Cash	£48.62
Mr C Little – wooden sleepers for container	£35.25
Linda Winter – re boat/village planting	£200.00
Jane Cook – September salary	£1087.40
Jane Cook	£26.29
H M Revenue & Customs	£214.50
The Landscape Group – grasscutting	£507.37
Mr I Miller – labour per contract	£1,313.00
Lister Wilder – mowing machine repair	£160.19
	£3,732.40

Receipts

Grant cheque re bus shelter	£3,000.00
Credit interest	£3.23 + 14p

7. Correspondence

- Angie Gill – thank you email re planning application for land adjacent to The Close
- Keith Watson DDC re Bay railings
- Tony Fielding re CCTV installation at the Church
- KALC – re Council Tax referendum principles
- Sandy Liggins – invite to Christmas Tree and Crib Festival
- Barbara Wells – copy of email sent to Revd Fawcett re leak in Church roof
- Kirk Alexander White Cliffs Countryside Project re drone in Valley
- Penny Bailey – re reporting of litter and drain issues
- Laura Mackenzie Kent Highways – re Parish and Town Seminar 21st October 2016.
- Kirk Alexander re dates for meeting
- DDC Press release re proposed new leisure centre
- Derek Wanstall – re CPRE meeting
- KALC re The Dynamic Councillor event 27th October.
- Chris Little – copy email re equipment delivery to South Foreland Valley.
- KALC – re Dover Area Committee Meeting 26th October – Cllrs Harris and Cooke will attend.
- Jon Barker, National Trust – re new sewage system – agreed that NT could undertake minor repairs at their cost to allow contractor access.
- Cllr Smith – objections to Glebe Field/Sea Street planning application – noted.
- Wickstead Co – advice that they are unable to supply any missing end caps etc. for play equipment.
- Jack Wooley – email asking for PC’s thoughts on proposed new house at 17 Granville Road – PC will await sight of application.
- Brian Cole – re USS bomber plaque/marker – it was confirmed that PC would have no objections to positioning of such a plaque possibly along Victory Road.
- G and P Quiddington – email setting out objections to planning application for The Penthouse, 34 Salisbury Road – noted.
- Ms V Germaney – email asking if PC is aware of any large planning developments likely in the parish – Clerk had responded.
- Copy of First Tier Appeal Tribunal re Community Right to Bid for the Glebe Field, finding in favour of DDC and the 5th Dover (St Margarets) Scout Group.
- Email from Alec Clayson re Glebe Field.

Cllrs Harris and Cooke to attend

Clerk to advise

Clerk to contact

Clerk to liaise

8. Reports from Councillors/Advisers

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| <ul style="list-style-type: none"> • Cllr Fielding advised that he had accompanied Peter Wells to the Church tower and it was confirmed that the PC tripod holding the CCTV sensor had made a hole in the felt on the flat roof. Confirmed that the PC would allow the Church to remove this tripod. The Church is currently awaiting a visit/report from their surveyor in this respect and will report further. • Cllr Fielding went on to talk re current system which is fairly old and not working very well. He will approach contractor who installed system at the King George V Pavilion to seek a quotation for a new system for the car park. | <p>Cllr Fielding to deal and Clerk to place on agenda</p> |
| <ul style="list-style-type: none"> • Cllr Evans raised the question of the double yellow lines outside the property Merzenich in the High Street which are badly faded – Cllr Paul confirmed she will contact her Highways liaison officer in this respect.. | <p>Cllr Paul to deal</p> |
| <ul style="list-style-type: none"> • Cllr Cooke advised that potholes along The Drove way have recently been patched but many remain undone – Cllr Paul will report. | <p>Cllr Paul to deal</p> |
| <ul style="list-style-type: none"> • Cllr Paul advised she had been approached by Mr Brian Cole re footpath known as The Chase, off Collingwood Road – there is currently a tree lying across the path. Cllr Paul will speak to Mr Lyon to ask if he can remove. | <p>Cllr Paul to deal</p> |

9. Village Maintenance / Matters affecting the Parish

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| <ul style="list-style-type: none"> • Cllr Simcox continues to investigate the number of waste/dog bins in the Parish. She believes there are not enough in The Bay area of Nelson Park area. Clerk asked to confirm with DDC Waste Officer the cost of new bins, and what the cost may be of moving bins to a more suitable site. | <p>Clerk to deal</p> |
| <ul style="list-style-type: none"> • Playing Field inspection – Cllr Paul will undertake next month. | <p>Cllr Paul to deal</p> |
| <ul style="list-style-type: none"> • Cllr Paul expressed a vote of thanks to the Curfew Tea Rooms for providing teas at yesterday's annual footpath walk, where 42 people attended. Invoice to come. | <p>Clerk to await invoice</p> |
| <ul style="list-style-type: none"> • It was agreed that Clerk order a Christmas tree to be delivered on Thursday 1st December, with perhaps a village event to be held on Saturday 3rd December. Cllr Paul will speak to lady from village shop in this respect. | <p>Clerk to deal</p> |
| <ul style="list-style-type: none"> • Cllr Fielding confirmed that plumber had undertaken repairs to toilets at Alexander Pavilion with invoice now awaited. | <p>Clerk to deal</p> |
| <ul style="list-style-type: none"> • Cllr Harris noted that a number of advertising and/or out of date signs/posters are evident around the village. Organisations to be asked to please remove after any events. | <p>Clerk to deal</p> |
| <ul style="list-style-type: none"> • It was reported that ivy is growing through the roof at the back of the Alexander Pavilion – Cllr Paul will investigate. | <p>Clerk to deal</p> |
| <ul style="list-style-type: none"> • Clerk to place more financial information on website, including summary of up-to-date expenditure – this to be done when Cllr Smith returns from holiday. | <p>Clerk to deal</p> |

There being no further business, the meeting closed 9.15 p.m.

Correspondence received prior to meeting
14th November 2016

Date sent	
12 Oct	Fiona Goulette re Glebe Field planning application
13 Oct	P Quiddington re planning application for 34 Salisbury Road
13 Oct	DDC Press Release re Community Safety Partnership
18 Oct	Kent Police – Rural Policing Update
18 Oct	Linda Winter – thank you re grant
18 Oct	Mr S Bass, St Margarets FC, re business rates for pavilion
20 Oct	David Hart – re delivery of new tractor/trailer and relevant insurance
20 Oct	KALC – Bulletin on national developments and meeting
27 Oct	Peter Halsall – notes from meeting 5 th October with Bay Trust
27 Oct	Gary Bootes, Planning Enforcement re Hope Inn site.
31 Oct	Steve Rivers, KCC Highways, re personnel changes
31 Oct	Richard Fagg re grass verge at Nelson Park Road
31 Oct	Christine Waterman re Save Glebe Field campaign group
6 Nov	Mike Fielding re Bowls Club roof
7 Nov	Tracy Evans re bus shelter, Nelson Park
7 Nov	CPRE re Kent AGM
8 Nov	Kent Police – Rural Policing Update