

**THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE**

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 14<sup>th</sup> May 2015 in St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs T Purchase, A Fielding, E Cooke, R Beasley, R Fagg, R Simcox, C Smith and D Maddison. Apologies for absence received from T Porter. District Cllr Keith Morris and County Cllr Steve Manion also in attendance.

Following issues raised during Public Question Time:-

Question raised as to whether the Glebe Field could be registered as an Asset of Community Value – Clerk and Cllr Fielding will liaise and investigate re this point.

As he had further meetings to attend County Cllr Steve Manion spoke briefly to introduce himself to new Councillors. Question raised re continue flooding at the bridge just beyond Duke of York roundabout on the A2 – he advised that this is a Highways Agency matter rather than KCC but asked Clerk to put something in an email to him.

<b>Before commencement of the meeting, all Councillors signed Declarations of Acceptance of Office for new term of the Parish Council. Registration of pecuniary interest forms also completed. Cllr Porter to sign on his return from holiday.</b>	
1. IT WAS RESOLVED that Mr Terry Porter be nominated as Chair for the forthcoming year 2015-2016.	
2. IT WAS RESOLVED THAT Mr Tony Fielding be nominated as Vice-Chair for the forthcoming year 2015-2016.	
3. Cllr T Porter to serve as representative on the County Association of Local Councils.	
4. Cllrs T Purchase and E Cooke to serve as representatives on the Dover Area Committee of the Kent Association of Local Councils.	
5. Councillors to attend meetings of Action with Communities in Rural Kent as available at the time.	
6. Cllr R Fagg to act as Parish Council representative on the Village Hall Management Committee.	
7. Jane Cook was appointed as Responsible Financial Officer for the forthcoming year 2015-2016.	
8. The minutes for the meeting on 13 <sup>th</sup> April 2015, having been circulated, were confirmed as a true record and signed.	
9. <b><u>Declarations of interest</u></b> Cllr Simcox declared an interest in the planning application in respect of “Coggers”.	

10. **Clerk's Report**

- Bank mandate – to be completed by 6 new signatories.
- Nothing heard from Royal Mail re postbox – despite advice to the contrary this has not been Installed – continue to chase – been ongoing since July 2014.
- Memorial bench on the Madge Field installed – payment received from Elaine Springford.
- Question of Christmas tree for Post Office Corner to be on agenda for June meeting.
- Have organised litter bags for Mr Miller from Dover District Council.
- Trevor May work on tennis court completed – cheque paid for work thus far – further £2,000 to be invoiced when line-marking completed.
- Stone Farms – re rabbit fencing at Cemetery – should be starting within next two weeks.
- No space for footpath walk boards this month in Parish magazine – will continue next month.
- When do we want to organise annual footpath walk? Cllr Purchase will check with Chapel Tea Rooms to see if they are able to provide refreshments for one Sunday in October.
- Cheque still awaited from Braeside Stables at £1,050 for Old Bottom Freedown.
- Ongoing vandalism at KGV Play Area – once Ian Miller had repaired original small seat, further seat was damaged. Also break-in seen last week at the King George V Pavilion – repair to door being undertaken and invoice awaited.
- Request received from lady re memorial plaque in The Bay – referred to us by Dover District Council.
- Cyril Hulks bench at King George V field – Ian Miller believes contractors moved the bench and it is now less stable than before, having rear fixings removed.
- Planning appeal received per Upper Freedown DOV/14.00542.
- Ian Miller asked to do general clean of phone boxes x 3.
- PC logo supplied to National Trust for signage at Lethercote Point – nothing further heard but £25 to be provided in due course.
- Next month, will provide list of areas of responsibility which Councillors can consider.
- Clerk to check availability of Village Hall for meeting of Councillors re proposed Neighbourhood Plan.
- Short report received from Community Warden, noting problems with access from Well Lane/High Street. Clerk to contact Highways to check if mirror can be installed.

Clerk to deal

Cllr Purchase to deal

Clerk to chase

Clerk to deal

Clerk to check

11. **Planning**

The following applications, with decisions made since last meeting, were duly ratified (all Councillors in favour) :-

DOV/15/00340 - Erection of front garage extension, rear dormer roof extension and creation of new terrace –  
Tor White, 68 Granville Road *No objections*

DOV/15/00316 - Erection of a detached garage  
Tappington, 52 Salisbury Road *No objections*

The following comments were made on the applications considered:-

DOV/15/00360 - Installation of a door to rear balcony –  
 Coggers, Granville Road *No objections*  
 (Cllr Simcox abstained from vote).

DOV/15/00393 - Erection of front dormer roof extension, detached  
 garage (existing garage to be demolished),  
 a single storey glazed rear extension, front  
 boundary wall and access gates, conversion  
 of garage to habitable room and creation of  
 side and rear terraces -  
 South Goodwin House, 69 Granville Road *No objections*  
*but disappointing no Design and Access Statement*

**8. Finance and Accounts**

The following cheques were agreed for payment:-

Jane Cook – re gift	£125.00
Hawkley Leisure Ltd re cricket nets	£16,192.01
Channel Windows re Bowls Club	£5,056.00
St Margarets Bowls Club – re deposit for windows reimbursement	£1,265.00
Trevor May Contractors Ltd – tennis courts	£10,554.00
Kent Wildlife Trust – annual subs	£49.00
AON UK Ltd – annual insurance	£3,348.06
Dover District Council – quarterly invoice re toilets	£2,079.34
The Landscape Group – grasscutting/white-lining	£462.68
Lynne Hopwood – re KGV cleaning	£76.50
Mr I Miller – labour re April/expenses extra hours re vandalism etc	£1,799.00
Jane Cook – April salary	£1,065.50
H M Revenue & Customs – PAYE/NIC	£193.44
Jane Cook – office expenses	£22.75
Petty Cash	£20.00
Mr C Little – expenses re South Foreland Valley	£75.40
Southern Industrial Tyres Ltd – foamfill for mower tyres	£122.40
R J Darling – re CCTV at King George V Field	£1,080.00
	<b>£43,586.08</b>

Receipts:-

E Springford re bench £507.74  
 Credit interest – 17p + £1.59

Question of a monitor for the new CCTV system raised – Clerk to place on agenda for June with Cllr Fagg to investigate

King George V and Alexander Pavilions are likely to need maintenance and refurbishment in the short term – this to be taken forward once Councillors' responsibilities are decided.

IT WAS RESOLVED to continue with annual subscription payments as follows:-

Clerk to place on agenda / Cllr Fagg to investigate

Kent Association of Local Councils  
Campaign for Protection of Rural England  
Society of Local Council Clerks  
Action with Communities in Rural Kent  
Fields in Trust  
Kent County Playing Fields Association  
Kent Wildlife Trust

13. **Correspondence**

- Sharon Rees – email sent to Mr Hart re PC response to Hope Inn planning application.
- Mr S Magoo re Kent Fire and Rescue exercise in South Foreland Valley.
- KCC Highways – re Highways Drainage Cleansing Programme 2015-2016.
- Mr B Cole – re path clearance in The Chase and Kingsdown/Oldstairs Road – Clerk had sent letter of thanks.
- Veterans Association of Deal – re Dover Patrol Memorial Parade asking for funding of refreshments as last year following the Parade. IT WAS RESOLVED that the PC would not be prepared to meet this expense this year and Clerk to advise accordingly.
- DDC Licensing – re application for grant of premises licence at KFC, Honeywood Retail Park – Councillors had no objections.
- KALC – re Annual Councillors Conference Friday 24<sup>th</sup> July.
- KALC – re Councillor Induction Event 21<sup>st</sup> July – Clerk to investigate availability of courses and book accordingly.
- R J Darling – re CCTV installation – installation now complete.
- Kent Highways – re resurfacing in Pond Lane.
- St Margarets Bowls Club – thank you letter re new windows.
- KCC – re public “drop in” consultation at Portal House 12<sup>th</sup> May.
- Kent Police – re Police Parish Forums May/November. No takers from Council
- KCC – re carriageway repairs in Upper Road.
- KALC re Pilot Warden Scheme – this is to be voluntary scheme with “no cost” to the Parish Councils involved, although a £400 contribution would be needed for uniform for any volunteer. PC not willing to take this idea forward.

Clerk to advise

Clerk to advise

Clerk to deal

Clerk to advise

14. **Reports from Councillors/Advisers**

District Councillor Keith Morris introduced himself to new Councillors, advising that at the present time he continues as a member of the Planning Committee.

Cllr Purchase had been asked to bring up the question of a “no cycling” sign recently installed in Droveaway Gardens. Clerk confirmed this was not done by the Parish Council and the children from the School are still able to use this route.

Cllr Smith advised that at the present time, KCC are not able to pursue the idea of moving all Kent libraries to a Trust; this because Kent is the only county in the country which uses libraries for registration purposes. He feels that the PC must keep a watching brief on this situation.

15. **Village Maintenance / Matters affecting the Parish**

Cllr Fielding advised that the CCTV system is now installed and operational at the King George V Field. The engineer has placed two signs up in this respect, but it is possible the PC needs to put up a sign, giving contact details/telephone number. Cllr Maddison raised the question of child protection as the system will be able to view children in the Play Area. Clerk will check on the legality here.

There being no further business, the meeting closed at 8.30 p.m.

Confirmed:

Chairman

14<sup>th</sup> May 2015