

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 8th June 2015 in St Margarets Hall, Reach Road at 7.00 p.m.

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

Following issues raised during Public Question Time:-

Resident of Chapel Lane asked if planting of Chapel Lane Pond could be considered/undertaken. Cllr Purchase confirmed this had been done previously, but the ducks had eaten the plants. She will liaise re clear-up of both village ponds and any suitable planting.

Mrs Verren asked if PC agenda can be placed on the website earlier – Cllr Fielding explained problems were being experienced with the current website provider in adding items. PC is looking into providing more up-to-date website.

Mrs Verren asked if PC had given any consideration to nominating Glebe Field as an asset of community value. Cllr Porter felt the field may be outside the scheme. Cllr Fielding advised that any nomination would have to have strong evidence of community use and felt the nomination would fail this test.

Mrs Liggins advised that a noticeboard had been placed in the bus shelter at Bay Hill, created by Mr Aiden Denton. She asked if the PC would consider a quotation for two further such quotes for the other PC shelters. PC agreed this could be an agenda item.

Question raised as to whether PC pay for grasscutting at the Churchyard – it was confirmed that DDC deal with this as it is a closed churchyard.

Mr Wells asked if the PC could pursue Kent Highways re cutting back of hedge/verges down Bay Hill – Clerk will report.

1. The minutes for the meeting on 13 th April 2015, having been circulated, were confirmed as a true record and signed.	
2. <u>Declarations of interest</u> None declared on agenda items.	
3. <u>The Old School, Kingsdown Road</u> <ul style="list-style-type: none">• Mr Rod Springett of HOLOS gave brief report on development plans for The Old School for supported living accommodation and further properties on the site.• He is aware of strong feelings of residents in The Avenue re parking issues.• Having referred to DDC Conservation Officer, he would not be permitted to remove or move all or part of the wall fronting Kingsdown Road – considered as an initial compromise for on-street parking.• Current plans would see vehicle access via The Avenue.• The scheme in his view attempts to minimise the visual impact of the development.• All properties on site show a provision for two parking spaces per property.	

- Cllr Smith raised the question of the future of the library – Mr Springett advised that he would be prepared to undertake a commercial lease on the library as landlord. The current plan already makes provision for a disabled toilet and ramp for the library.
- Properties on site alongside The Old School would be sold on the open market to fund the supported living element.

4. Clerk's Report

- Bank mandate – only today received the last of the forms so will be a little delay in getting the signatories changed at Lloyds.
- Nothing heard from Royal Mail re postbox at end of Kingsdown Road – have written to CEO and Chairman of Royal Mail – box promised within next 12 weeks.
- Trevor May work on tennis court completed – including repainting both courts – final invoice under Finance.
- Stone Farms – re rabbit fencing at Cemetery – contractors will commence end of next week.
- When do we want to organise FP walk (which Councillor?) – will Chapel Tea Rooms be able to do teas?
- Cheque received from Braeside £1,050 re grazing rights.
- Chris Oakley of Tennis Club reported damage to winding mechanism – not sure if this is vandalism but damage appears historic – Cllr Fielding could not see anything from CCTV.
- CCTV – have prepared a “protocol” – draft for consideration depending on who takes on this responsibility.
- Notes re Finance etc prepared for new Councillors.
- CCTV – contacted KALC who put me in touch with DDC (Margaret Sharp) – DDC operators are not subject to DBS but have contacted DBS Service and await their advice.
- Flytipping reported at top of Pond Lane – reported to DDC but is on private land.
- Ian Miller has ordered plants for Post Office Corner.
- Possible issue with hedge being erected at corner of Station Road – Councillor to inspect.
- Cllr Simcox attended New Councillor Induction in Dover. Any other takers – dates as follows:-
 - 11 June – Stone 1.30 p.m.
 - 23 June – Harrietsham 7.00 p.m.
 - 25 June – Sittingbourne 1.30 p.m.
 - 21 July – Elham 6.30 p.m.
 - 30 July – New Romney 7.30 p.m.
 - 6 August – Canterbury 6.30 p.m.
- **Be aware that PC does not meet in August – next meetings are 13th July, then 14th September.**

5. Planning

The following comments were made on the planning applications considered:-

DOV/15/00490 - Erection of two detached dwellings, associated parking and landscaping to include mounding and landscaped terraces to part below ground dwelling (existing dwelling south and west wings to be demolished) –
Upper Freedown, Kingsdown Road *Positively support*

DOV/15/00507 - Erection of a two storey and single storey side extension –
Chesley, Lighthouse Road *No objections*

Clerk was delegated to deal with the following application:-

DOV/15/00296 (amended plans) – Erection of a detached dwelling and construction of a vehicular access –
Site rear of The Shrubbery, St Margarets Road
The Parish Council feels unable to support this application as we do not believe current plans are sufficiently clear to make a comment

6. Finance

- Clerk advised of PC obligation under new pension legislation to provide a pension for Clerk with effect from 2016. Agreed that Clerk would be contact point for any correspondence in this respect.
- Cllr Fagg unable to attend meeting – CCTV monitor to be placed on agenda for next month.
- It was agreed that Clerk would provide a brief breakdown of budget and spending for next meeting.

Clerk to deal

Clerk to deal

IT WAS RESOLVED that the following payments be made:-

KALC – induction training	£25.00
The Landscape Group – grasscutting for May	£412.80
Trevor May Contractors Ltd – final invoice re tennis courts	£5,640.00
Lynne Hopwood – cleaning	£102.00
Jane Cook – May salary	£1,065.50
Jane Cook – internet/telephone	£25.22
H M Revenue & Customs – PAYE/NIC	£193.44
Petty Cash	£32.44
Mr I Miller – labour for May/fuel	£1,061.00
Viking Direct – print supplies	£50.33
	£8,607.53

Receipts

Credit interest - £3.56 + 19p
Grazing rights cheque - £1,050.00
Football Club reimbursement re ling-marking £69.00

Clerk advised that a claim was currently outstanding with HMRC for £7,443.04.

7. **Correspondence**

- Events Office at KCC re Seascape Character Assessment for Dover Strait.
- Terry Housden, Development Manager, Fields in Trust re funding opportunities.
- Premises Licence Applications – Richborough Roman Fort and Frankie and Benny’s, James Street, Dover.
- Mr P Drever – letter and emails re planning applications for site rear of The Shrubbery.
- Mr R Wainwright – email re Flytipping – now dealt with.
- Kirk Alexander – re contact for South Foreland Valley – Clerk will provide. Clerk to deal
- ROSPA – notification of Play Area annual inspection.
- Action with Communities in Rural Kent – re Rural Affordable Housing as Community Land Trusts – Clerk to register interest in a meeting. Clerk to deal
- Kent Police – re Rural Crime Survey.
- Mr P Blake – request re memorial bench for the tennis courts, King George V Field – after discussion it was agreed that Clerk contact Mr Blake to seek any alternative location for bench or an alternative style of memorial. Clerk to deal
- Brenda Paul – email re CCTV and King George V car park area – car damaged by cricket ball during recent match – Clerk had confirmed that the Club would be responsible under their own liability insurance.
- Helen Williams – thank you email re manhole cover (now fixed).
- Andy Steele DDC – press release “putting new tourism on the map”. (Comments re increased parked vehicles in vicinity of Lighthouse on Upper Road)/
- Mr P Goj – re campaign for white cliffs.
- Camilla Harley – re Glebe Field – Clerk had responded.
- Mr and Mrs D Trotter – re trees in Kingsdown Road – Clerk to respond advising that PC has no current plans to remove trees at this location. Clerk to advise
- Liz Marshall – re telephone kiosk in Reach Road – Clerk to contact BT to report. Clerk to deal
- KCC re departure of current Community Warden Gordon Guillou-King – new Warden to be Lee Kidd – move to take place from 22 June. Clerk to send letter of thanks to Gordon. Clerk to deal
- Veterans Association of Deal re Dover Patrol Memorial Parade 28th July – confirmed that Cllr Porter will attend. Clerk to deal

8. **Reports from Councillors / Advisers**

- Cllr Smith asked County Cllr Steve Manion of any current updates re library future in the County – Cllr Manion confirmed he had heard nothing further re proposed trust status.
- Cllr Manion stated that he felt the Coalfields Community grants may not be available to Parish Councils – Clerk will check this. Clerk to deal
- Cllr Simcox reported that her recent induction training course had been useful.
- Cllr Purchase advised she hopes to put in hand shortly clearance and tidying of the village ponds, liaising with volunteers.
- Cllr Purchase will confirm dates for Footpath Walk and catering from Chapel Tea Rooms by next meeting. Cllr Purchase to deal

After discussion, it was agreed that the following areas of responsibility should be ascribed to Councillors:-

South Foreland Valley	Emma Cooke, Bob Beasley
Cemetery and liaison with Maintenance Contractor	Terry Porter
King George V Playing Field/Pavilion and liaison with Cricket and Tennis Clubs	Dawn Maddison
Alexander Playing Fielding/Pavilion and liaison with Football Clubs	Tony Fielding
Kingsdown Road Pavilion and liaison with Bowls Club	Chris Smith
Highways Issues	Chris Smith
Footpaths / arrangement of annual footpath walk	Richard Fagg
Police and Community Warden liaison	Rebecca Simcox, Dawn Maddison
Monthly playing field inspections	Rebecca Simcox
CCTV	Tony Fielding / Rebecca Simcox
Website	Chris Smith
Neighbourhood Plan	Tony Fielding
Village Ponds	Tracey Purchase

IT WAS RESOLVED that the Parish Council discontinue the provision of dog bags at the two playing fields and Mr Miller will remove the dispenser units.

9. Communication / Parish Council Profile

- Report provided by Cllr Smith looking at idea of upgrading website for the Parish Council.
- His investigation of the current site showed a low usage/high bounce rate demonstrating that people do not stay long on the site.
- Idea of providing such things as links to – village hall, community events, KCC Trading Standard and Police warning notices etc.
- A key issue will be to keep any future website up-to-date and fresh.
- Several companies provide websites. Had found one professional/useful provider in Isle of Wight.
- Issues discussed – Facebook/social media; how is site updated; can site be used by smartphones; budget/cost.
- Cllr Porter expressed concern at the impact on Parish Magazine for local business advertisers.
- Idea of providing photographs of Councillors with names/contacts.
- Cllr Smith will now prepare a brief for consideration by Councillors for next meeting.

Item to be placed on agenda

- Cllr Fielding raised question of Neighbourhood Plan – discussion ensued re engaging with the community to establish their own desires for the village. It was suggested that a public meeting be held to “Meet the Councillors” in the village hall to begin to consult on future plans – Cllr Fielding advised that he will return to David Whittington at DDC to say that the Plan will be delayed pending consultation. (suggested that an afternoon 3.30 onwards would be appropriate, say a month to six weeks away).
- Questions raised re Welcome Pack and information leaflets for the village.

Clerk to check re available dates for Hall

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

- It was confirmed that PC were agreeable to the erection of a gazebo shelter alongside Reach Road Pond for ticket sales re the Garden Safari.
- Christmas tree – Cllr Purchase will report at the next meeting.
- Issue raised re laurel hedge planted alongside property The Patch in Dover Road, possibly outside property boundary. Cllr Porter will speak to house owner.

Cllr Purchase to deal

Cllr Porter to deal

There being no further business, the meeting closed at 9.25 p.m.

Confirmed:

Chairman

8th June 2015