

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 11th April 2016 at St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs B Paul, C Smith, J Harris, R Simcox, E Cooke, P Evans R Fagg. Apologies received from Cllr Fagg (who had been detained at work) and A Fielding (work commitments).. Apologies received from Community Warden Lee Kidd. County Cllr Steve Manion in attendance.

Following issues raised during Public Question Time:-

David Hall raised the following:-

- At the National Trust visitor centre, during busy periods when their car park is full, vehicles park on Reach Road near the hairpin bend which is very dangerous given the treacherous nature of that part of the road. Mr Hall asked if St Margaret's and Langdon PC could meet to discuss.
- A village power cut on Good Friday had seen very large vehicles trying to navigate far end of Lighthouse Road to reach electricity substation (UK Power). Driver had complained re state of hedges/trees which had made access very difficult.
- Question raised re parking at South Foreland Lighthouse most recent planning application include provision for extra parking?

Sandy Liggins – could the drains at the dip in Sea Street be reported as they are clearly full and need clearing. Noted her disappointment at the felling of tree at top of Sea Street/Bay Hill.

Geoff Winter – asked if anything further heard re Beach Road – Clerk confirmed no information.

Peter Wells – re Beach Road noted that originally no prior notices had been put up following installation of notice by Kent Highways. Raised question of white lines at top of Bay Hill/bus terminus – need repainting. Also noted that during heavy rain, water run off on Langdon steps (near hairpin) is very severe.

1. The minutes for the meeting on 14 th March 2016, having been circulated, were confirmed as a true record and signed.	
2. <u>Declarations of interest</u> None declared on agenda items.	
3. <u>Report from Community Warden Lee Kidd</u> <ul style="list-style-type: none">• Apologies for absence received – short report received for Annual Meeting.	
5. <u>Clerk Report</u> <ul style="list-style-type: none">• Late evening telephone call received from resident re lack of website – old website has been cancelled, with new site to be up and running in near future.• Defibrillator still not received – have chased suppliers. PC may have to make do with equipment provided by demonstrators at Annual meeting on Thursday 14th April.	

- Councillor name badges to be worn at Annual meeting to start at 7 p.m. on Thursday 14th April. Chair asked that tables be placed for individual Councillors with specific responsibilities.
- Only one response from resident re vacant seat on Parish Council – Clerk to ask that he comes along to the Annual Meeting to meet Councillors.
- Community Warden cannot attend Annual Parish meeting on Thursday.
- Letter sent to both Wallets Court and youth Football Club re division of costs (to be arranged between them) and state of pavilion – to be kept in good order and to be deep-cleaned at the end of the season, with both clubs to liaise in this respect. Failure to comply could incur the Council in having to establish a charging regime for use of the facilities.
- Quote received from Fasciaclad Plastics at £1,292 (front only) and £2,359 (entire building) in respect of replacement guttering/soffits/bargeboards at Alexander Pavilion. Chair will ask local builder Robert Claringbould to provide a quotation and Clerk will seek a further quote in this respect (with additional downpipe to be provided at far left-hand side of front of building).
- IT WAS RESOLVED to accept tender from Braeside Stables in sum of £1,050 for grazing rights at Old Bottom Freedown for coming 12 months.
- Advised that nothing heard re Tesco Bags of Help grant for South Foreland Valley re conditions which apply to grant.
- Tree taken down at Civic Cemetery as agreed – Mr Miller will clear away in due course.
- IT WAS RESOLVED that Mr Miller be allowed up to four hours of labour to clean 3 telephone boxes in the village with disinfectant etc.
- IT WAS RESOLVED that Clerk be instructed to sign the Service Level Agreement with Dover District Council re the public conveniences at village car park, for ensuing 12 months.

Clerk to deal

Clerk and Chair to deal

Clerk to deal

Clerk to monitor

Clerk to deal

6. Planning

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

DOV/16/00251	Variation of Condition 2 of planning permission DOV/14/00021 to allow changes to approved drawings (application under Section 73 Land rear of Palmerston, Lighthouse Road	<i>No objections</i>
DOV/16/00253	Erection of a single storey side extension, two storey front extension and double carport (existing conservatory to be demolished) – Foreland Cottage, 15 St Margarets Road	<i>No objections</i>

- DOV/16/00186 Erection of a single storey extension –
Pine Cottage, Collingwood Road *No objections*
- DOV/16/00310 Change of use and conversion of the Spa to a single residential
Dwelling (Class C3) –
The Spa Bar, Wallets Court Hotel, Dover Road *No objections*
- DOV/16/00290 Erection of a single storey extension –
Beechwood, Well Lane *No objections*

Clerk was delegated to deal with the following applications, received since posting of the agenda:-

- DOV/16/00318 Conversion of garage to habitable room and erection of
a single storey front extension –
33 The Freedown *No objections*
- DOV/16/00333 Erection of rear extensions incorporating balcony and external
staircase, conversion of existing garage to summer house
incorporating a single storey extension and construction of
decking (existing external staircase to be removed) –
Penthouse, 34 Salisbury Road *No objections*

Cllr Harris asked Councillors to have a look at current drawings re Portal House planning application, and in particular to check her belief that spoil may be being dumped in field off Droveaway Gardens.

6. Finance and Accounts

IT WAS RESOLVED that the following cheques be passed for payment:-

Jane Cook – repayment of British Telecom invoice	£93.26
KALC – annual subscription	£999.86
Lister Wilder – mower repair/spares	£86.30
Bay Gas Services – safety check at Kingsdown Road pavilion	£132.00
Jane Cook – salary March 2016	£1065.50
Jane Cook – internet/phone + calls	£26.51
H M Revenue & Customs	£193.44
The Landscape Group Ltd – grasscutting	£326.22
Mr I Miller – invoice for March 2015	£1,045.48
	£3,968.57

Receipts:-

Credit interest 66p + 16p (Precept not received as at 11 April).

<p>6.1 IT WAS RESOLVED to approve the Annual Governance Statement (Section 1 of the Annual Return) for the year ended 31st March 2016. Chair and Clerk duly signed Statement.</p> <p>6.2 All Councillors provided with a copy of Receipts and Payments accounts for the year ended 31st March 2016. IT WAS RESOLVED to approve the Accounting Statements (Section 2 of the Annual Return for the year ended 31st March 2016). This was duly signed by Chair Brenda Paul.</p> <p>6.3 It was agreed that a working party be set up, to include Chair and Vice Chair, to provide recommendations at next PC meeting re pension provision for Clerk</p> <p>6.4 Cllrs Harris and Simcox had met with Cemetery Registrar and produced new fee sheet for Cemetery together with amended regulations. New fees to be split as to exclusive right of purchase, together with separate fee at time of interment. IT WAS RESOLVED that these new fees be effective from 1st April 2016. Clerk will provide Registrar with copies. IT WAS RESOLVED to accept the Burial Ground regulations, as amended, with Clerk to provide copies to Registrar. IT WAS RESOLVED to accept fees in respect of Registrar as proposed.</p> <p>Unfortunately, work commitments had delayed Cllr Fagg so items re quotes for gate repairs and pond clearance to stand until next agenda.</p>	<p>Clerk to arrange internal audit and report to external auditor</p> <p>Chair and Vice Chair to deal</p> <p>Clerk to deal</p> <p>Cllr Fagg to deal</p>
<p>7. <u>Correspondence</u></p> <ul style="list-style-type: none">• KALC – re Planning Conference 12 May 2016 – Cllr Simcox would like to attend together with Clerk – cost at £60 per delegate plus VAT.• June House DDC re Public Consultation on Draft Indoor Sports Facility Strategy.• Groundwork UK – Tesco Bags of Help grant result for South Foreland Valley – conditions of grant to be received.• Steve Manion – copy email from Highways re Reach Road – many potholes still evident and Cllr Paul said she would photograph and send to Highways directly.• Bob Wainwright – copy email to DDC re streetlight in St Vincent Road, together with response from Keith Watson.• Chris Little re Tesco grant for South Foreland Valley.• Bob Wainwright – copy email re St Margarets Bay car park, together with response from Roger Walton at DDC.• Kent Public Rights of Way Office – re public footpath ER36 – improvement work.• Steve Manion – re litter clearing on A20/A2.• KALC – re Community Resilience and Emergency Planning Workshop – 6 May. Cllr Simcox had booked with Clerk to place a booking for Chair.• Mr A Sanalidro – enquiry re role of Parish Councillor for vacant seat – Clerk to ask candidate to attend Annual meeting on 17th April.• KCC Consultation – review of KCC funded bus services – does not affect St Margaret's.• Tasha Terry, St Margarets FC – re damage to Alexander Pavilion. Clerk had reported this to Community Warden and PCSO and had advised Club to report to Police.• Sue Car DDC re Community Emergency Plan.	<p>Clerk to book</p> <p>Clerk to book</p> <p>Clerk to deal</p>

- Kirk Alexander – re South Foreland Valley working group.
- Laura Cory, St Margarets Nursery – thank you letter re grant.
- Peter Wells, The Close – email re land to the rear of The Close – Cllr Paul will try and speak to Cllr Paul Watkins in this regard.
- Steve Rivers, Kent Highways – re proposal to place bollards at gated cycle track Oldstairs Road NCR1 and Bridleway ER24/1.
- Helen Williams – email decrying the state of the far end of Lighthouse Road.

Cllr Paul to deal

8. **Reports from Councillors/Advisers**

- Cllr Paul advised that town of Wissant in France would like to set up informal twinning arrangement with St Margaret's – she had sought support from the History Society and the School in this respect, hoping to set up a penpal arrangement. Brenda will visit town and discuss and report to next PC meeting.
- Cllr Paul had met with Mike Parnell from Cricket Club re poor state of King George V Pavilion, in company of local builder Robert Claringbould. All windows and doors are rotting and need replacing – this would have to be agreed on a rolling basis. Cllr Paul has set up a meeting with Channel Windows to provide a pricing programme. Club would like to remove "garden" at front and the clubhouse and install more paving slabs – this to be at the Club's cost. It was agreed PC would have no objection to this.
- Cllr Smith advised that previous Litterpick had seen 14 volunteers but insufficient equipment available for everyone with DDC materials. It may be possible to buy further equipment to be kept by PC through Tesco grant for SFV – Clerk was asked to source prices in this respect.
- Cllr Simcox advised that Cemetery Registrar believes a further copy of burial records is essential, with only copy presently kept in locked box at his own house. Cllr Simcox will view current records and report back to PC.
- Cllr Simcox had been asked by Mr Miller to confirm that he should not be involved with removing youngsters from the tennis courts (in case of confrontation) but Warden to be made aware of any problems.
- Cllr Simcox will speak to Community Warden re providing photograph for boards and seek information from him re the split of his time between Parishes.

Clerk to place on next agenda

Cllr Paul to deal and Clerk to place on agenda

Clerk to deal

Cllr Simcox to deal

Cllr Simcox to deal

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

- Noticeboards in bus shelters - wires need tightening – Cllr Paul will speak to Mr Denton in this regard.
- Cllr Harris advised that there is a leak in the gents toilet at the King George V Pavilion (tap) – it was agreed that Mr Miller be asked to look at this before PC has to consider bringing in a plumber.

Cllr Paul to deal

- HL Stewardship for Valley – it was agreed that PC cannot sign up to any agreement which lasts for ten years, particularly in terms of finance – figure of £5,000 has been agreed for one year only, with PC to determine the value of this amount in respect of a part-time ranger through White Cliffs Countryside Project. Clerk was asked to check if Kirk Alexander is available to attend the annual meeting on Thursday.

Clerk to deal

There being no further business, the meeting closed 10.05 p.m.

Confirmed:

Chairman

11th April 2016