

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

Minutes of the Annual Meeting of the above Parish Council held on Monday 11<sup>th</sup> September 2017 in St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs B Paul, R Simcox, J Harris, G Macgregor, A Newton. Apologies for absence received from Cllrs A Fielding (illness), C Smith (holiday), R Wilkie (medical appointment\). District Cllr Keith Morris and County Cllr Steve Manion in attendance for early part of meeting.

Following issues raised during Public Question Time:-

Mr Peter Wells – asked of “working parties” working near The Crescent could take their own litter away – Chair confirmed this is not something the PC is aware of; it is not something being organised by White Cliffs Countryside Project.

Sandy Liggins – asked if response heard from DDC re request to bridge the present gap between the Churchyard and the car park. Clerk will follow this up as nothing heard.

Penny Bailey – asked Clerk to contact BT re phone kiosk in Nelson Park, due for removal. Clerk also to contact BT re phone kiosk in Reach Road which is starting to lean and is considered dangerous. Penny asked if it is possible for Community Warden to attend a PC meeting.

Vivien Verren – asked if road resurfacing in Reach Road had been completed – it was confirmed this is the case with road markings to be replaced within next three weeks.

Mr Greg O’Brien – asked if double yellow lines could be placed in dip in Sea Street. Chair replied by Gridlock Group currently being organised by Aiden Denton. Aiden who was present at meeting advised that anything is likely to be long term – the group is going to give themselves a two year timescale to see any improvements, with updates to appear in Parish magazine.

Mr Jim Stone – expressed concern re trees on boundary of the Old Vicarage, which are growing very tall. Although some of the trees have TPO’s, it is felt some pollarding work is now necessary. Clerk asked to write to management company.

1. <b><u>Confirmation of Minutes of Parish Council Meeting held 10<sup>th</sup> July 2017</u></b> The minutes, having been circulated to all members, were confirmed as a correct Record.	
2. <b><u>Declarations of interest</u></b> – none declared on agenda items.	
3. <b><u>South Foreland Valley</u></b> <ul style="list-style-type: none"><li>• Virginia Portman and Jon Barker from the National Trust provided a brief projector report.</li><li>• Provided brief history of the National Trust organisation and the current appeal for the purchase of a tract of land – Wanstone Battery.</li><li>• Current appeal to purchase land is set at £1m and they believe it is very likely they will meet this target.</li></ul>	

Following comments made following presentation:

- Can current “road” from Reach Road be upgraded to provide full vehicle access to the Lighthouse? Jon Barker confirmed this does not form part of the land to be purchased.
- Concern expressed that if the National Trust’s appeal process fails, then traffic will increase at residents’ expense.
- Victoria – NT hope to create access from Upper Road to the Lighthouse but this may take some while – further funding would be needed after land purchase. She cited “it is our heartfelt desire to stop traffic coming through the village”.
- NT hopes that the land purchase will make room to spread visitors/staff – may look at further external funding for next stage.
- “Was feasibility study done before opening tea rooms”. NT reps confirmed that the website does not show route to the Lighthouse.
- Concern expressed that the opening up of the newly acquired land could lead to further coaches using Upper Road which is not considered suitable.
- Jon confirmed that upon securing the land, this would be held inalienably by the National Trust, removing any threat of development/future sale to a third party.

Discussion then moved to the current management of the South Foreland Valley:

- David Hart made brief speech following report received via Paul Sampson on current state of the Valley.
- The SFV consists of 98 acres of chalk grassland. A great asset but also a liability which needs maintaining due to designation through Natural England.
- A lot of money has been spent over recent years, through grant funding and PC funds.
- The number of volunteers working in the village doing scrub clearance has reduced markedly and is now down to 4 volunteers once a month, using PC mowing machine, tractor and trailer.
- It is difficult to see how current maintenance will be sufficient and suggestion of mechanical mowing made – David has contacted Natural England and they would be agreeable to this move. A commercial mower could do in a day what volunteers could achieve in 3 months.
- Cllr Simcox – has National Trust been asked/could be asked to take on the SFV – this would clearly need public consultation.
- It was agreed that price could be sought from Rhino Plant re mowing – this would need to be done “as and when”.
- Cllr Simcox asked if there was any animosity from residents re access to the South Foreland Valley – Peter Bailey confirmed that residents “tolerate” vehicular visitors but with a challenge of their right to be there given status of roads.
- Kirk Alexander (WCCP) confirmed that fences have been placed around several monument points in the Valley due to health and safety risks. Question raised as to whether this would increase traffic to the valley and whether marketing would be done. Kirk confirmed new leaflet will be introduced but will encourage walkers.
- Suggestion that walking route needs to be on WCCP website and also perhaps on PC website. Kirk confirmed he is happy to re-write route on map.
- Kirk advised that more volunteers are needed; and greater use of machinery is required. Looking to obtain possibly one further Ranger for Dover plus an apprentice.

- Question of liability re Lyme Disease raised – Kirk confirmed the area is very low risk and proof of negligence would be needed if an incident occurred.
- Question raised re use of the Valley for personal gain by some organisations/individuals raised. It was confirmed that PC do not make a charge.

1. The minutes of the meeting of 10<sup>th</sup> July 2017, having been circulated, were confirmed as a true record of the meeting and signed accordingly.

2. No declarations were made on agenda items.

**2a. District Cllr Keith Morris –**

- Confirmed that DDC are looking at the constituency boundary review – currently a paper based exercise until Christmas – there will then follow a period of consultation with plan for this to be introduced in the 2019 election.
- Local Plan is still open for sites – St Margaret’s had 16 houses on last Plan.
- Had attended meeting that morning re new Dover Leisure Centre developers – BAM. Work on who will run the Centre still ongoing.
- Cllr Harris asked Keith if Reach Road could be designated “not suitable for coaches” – Keith confirmed this would be Kent Highways rather than DDC.

Clerk will write

**4. Clerk Report**

- Hedge cutting has been done at Breezes.
- IT WAS RESOLVED that a budget of £150 be set for new Christmas lights which Cllr Paul will deal with.
- Bicycle racks at Hall – Cllr Macgregor confirmed there was a Hall Committee meeting this week when this would be discussed.
- Clerk’s application re mowing machine had been unsuccessful (through Police Lost Property Fund).
- Bowls Club will commit £2,000 towards roof repair at pavilion. Clerk will liaise with Club/building firm re start of work.
- Tree work agreed re Chapel Lane Pond – cheque under Finance. Clerk asked to contact tree surgeon D A Austin re further works required to rear of Pond.
- Tree work undertaken in Valley re safe removal of tree – cheque drawn.
- Idverde did initial line marking re Alex Field and will continue every other week.
- Wendy Morris happy to undertake FP tea for say 50.
- Westcliffe Road path – Jamie Claringbould has cut – invoice to come.
- Further letter sent re proposed PF from Kingsdown Road – not owned by Mr Pearson Wood.
- Have written to Affinity Water re interceptor at Chapel Land Pond but no response as yet.
- Re memorial plaque to fallen plane on A Lyon’s land – price from local stone mason to be sought.
- New Law of Burials book received – reclaimed by Clerk.
- Re phone line at KGV Pavilion – BT Open Reach will install two new poles, date to be determined.
- Reminded Councillors of Footpath Walk on 8<sup>th</sup> October, from Hall at 1.45 p.m.
- Tile at Alex Pavilion – Cllr Paul will contact local jobbing builder.
- Clerk to order Christmas tree for Post Office Corner.
- Reported old bus stop fallen over in Sea Street to Highways.

Cllr Paul to deal

Clerk to deal

Clerk to contact

Clerk to recoup money from Club

Clerk to monitor

Clerk to deal

Cllr Paul to deal

Clerk to deal

- Cllr Paul then raised the question of a tree on junction of Cripps Lane/Chapel Lane. Clerk confirmed this was not something which Highways would deal with since Cripps Lane is a private (unadopted) road and correspondence had been undertaken in this regard in the past.
- Clerk confirmed that Kent Highways had confirmed the cost of a traffic survey for Sea Street and Reach Road at £750 per road, payable in advance. After discussion, it was agreed that PC agreed this cost in principle with Clerk to liaise with Cllr Fielding re proposal/monitoring points etc.

Clerk to deal

**5. Planning**

The following comments (made since meeting in July) for 3 applications were ratified:-

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|--------------|--|----------------------|
| DOV/17/00764 | Variation of Condition 2 of planning permission DOV/15/00908 to allow changes to approved plans (application under Section 73) Cliffe Place, Station Road  | <i>No objections</i> |
| DOV/17/00787 | Change of use of land for use as a pet crematorium and erection of a timber building and installation of a pet incinerator (existing timber building to be demolished) – Land at Bere Farm, Swingate | <i>No objections</i> |
| DOV/17/00811 | Erection of a timber decking platform (retrospective) – West Coggers, 61 Granville Road  | <i>No objections</i> |

The following comments were made on the applications considered:-

- |              |   |                      |
|--------------|---|----------------------|
| DOV/17/00919 | Erection of a single storey detached garage – Colton, 25 Granville Road   | <i>No objections</i> |
| DOV/17/01013 | Erection of a single storey rear extension – Kestrels, Nelson Park Road   | <i>No objections</i> |
| DOV/17/01029 | Erection of roof extensions, skylight, cladding of roof, front glazed porch with terrace above and balustrade, decking, external cladding, excavation works to reconfigure steps, front carport, alterations to vehicular access and driveway, decking, means of enclosure and storage facility, alterations to fenestration and new windows and doors – Merlin, Goodwin Road | <i>No objections</i> |
| DOV/17/01032 | Erection of a two storey side extension, a dormer roof extension and formation of a replacement driveway – Totteridge, Station Road   | <i>No objections</i> |

**6. Finance**

Clerk advised that external auditor PKF Littlejohn LLP had completed the external audit report, advising that “on the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislative and regulatory requirements have not been met”. Completion of audit notice to be displayed.

Clerk to deal

The quotation and payment from D A Tree Surgeons in the sum of £1,185 in respect of safe removal of the tree behind The Crescent in the South Foreland Valley was duly ratified – this had been dealt with as a risk to the public.

It was resolved to meet the following payments made since the July meeting:-

**August** – Affinity Water £199.52; Jane Cook repayment re Shaws Right of Burial £117.88; NEST £145.36; Playsafety Ltd £176.40; PKF Littlejohn £480.00; D A Tree Surgeons £1,185.00; Dover District Council; £1,186.26; Lynne Hopwood £105.60; Jane Cook £1129.85; Jane Cook £22.30; HMRC £227.30; Petty Cash £21.00; Mr I Miller £1,668.30; Idverde £361.28

**September** – NEST £145.36; Mr I Miller £1,245.00; Lynne Hopwood £158.40; Miss B J Paul £44.36; RBL Poppy Appeal £25.00; Redstone Computers (UK Ltd £42.00; Jane Cook £1,129.85; Jane Cook £24.60; HMRC £227.50; Idverde Ltd £414.08; D A Tree Surgeons £865.00; Petty Cash £40.75; St Margarets Village Hall £27.00; Channel Windows £1,540.00

**7. Grasscutting – King George V Playing Field**

Cllr Paul had been contacted by Mr Mike Parnell in July to state that the Club would be purchasing a mower at a cost of £950 for use in the KGV Field. He raised question of cancelling PC contract with Idverde Ltd as Club were unhappy with their service.

The following points were made :

- Who from the Cricket Club would drive the machine.
- **All** of the field needs cutting through the growing season not just the cricket season.
- Need to bear in mind the field is an all purpose playing field.
- Is the Club covered to drive the machine under their public liability insurance.
- What happens if the nominated driver is unavailable.
- What happens if the machine breaks down.
- What is the expected lifespan of the machine.
- The PC has a contract with Idverde, no such thing exists with the Club so may affect PC's own insurance.
- IT WAS RESOLVED to leave current contract in place with Idverde (season nearly at an end) with Club free to use the machine if they so wish. PC to meet with Idverde and Club rep during “off season” to discuss ongoing cutting.

Clerk to advise

Clerk to arrange

**8. Correspondence**

- Tasha Terry for FC Club re broken tile/leak at Alexander Pavilion.
- Mr P Pearson-Wood re footpath off Kingsdown Road.
- Barry Finch, DDC re benches in the Bay.
- Resident re hedge, Collingwood Road.
- Resident of Collingwood Road re hedge.
- Bob Wainwright re hedge, St Vincent Road.
- Mr A Wallace re meeting to discuss erection of object at end of Granville Road.
- Mr D Busby – copy of letter sent to Bay Trust re wall adjacent to ER42.
- Antony Greenwood, DHB re proposal re Goodwin Sands.
- Mr G Jones re speeding motorists – put in touch with “Gridlock group”.

Clerk will monitor reply

<ul style="list-style-type: none"><li>• Mr A Sanalidro – various emails re NT proposals for access to the Lighthouse.</li><li>• Mr C Little and Mr D Hart – re current management of SF Valley.</li><li>• Jane Driver – re footpath across Old Bottom Freedown.</li><li>• Mr M Pott, Bay Trust – reply to Mr Busby re ER42 wall.</li><li>• Kirk Alexander re safety signs and interpretation signage in SF Valley.</li><li>• Mrs S Little – re litter/request for new litter bin at end of Kingsdown Road. Request over a year ago through DDC for various litter bins still waiting for action.</li><li>• Mr R Maraniello re proposals by NT for access.</li><li>• Kent Highways re start of resurfacing work in Reach Road.</li><li>• Mr B Lloyd-Prest, Bay Trust re Great Beach Clean.</li><li>• Kent Highways re Parish Seminar - 2 Councillors to attend.</li><li>• Tasha Terry re Alexander Pavilion roof (2<sup>nd</sup> email).</li><li>• Jon Barker, National Trust r South Foreland EGM.</li><li>• KALC re Extraordinary meeting 21<sup>st</sup> Meeting – 3 Councillors to attend.</li></ul>	Cllr Paul will arrange to meet           Clerk to advise
<p>9. <b><u>Reports from Councillors/Advisers</u></b></p> <ul style="list-style-type: none"><li>➤ Note received from Cllr Fielding advising phone line now installed at King George V Pavilion – PC asked to meet installation cost of approx. £40. Two new BT poles will be erected shortly before going live. It was agreed that Cllr Fielding could approach R J Darling re a firm quote for extra CCTV at the Pavilion.</li><li>➤ Cllr Macgregor advised that having inspected the showers/system at the Alexander Pavilion, the most economic way forward is to install 4 new immersion heaters at total cost of £367 (existing cylinders can be de-scaled). It was agreed that this work be put in hand.</li><li>➤ Cllr Harris advised she was still awaiting a response from Kent Highways and had today emailed County Cllr Steve Manion asking if he can intervene/speed along.</li></ul>	Cllr Fielding to deal
<p>10. <b><u>Village Maintenance / Matters affecting the Parish</u></b></p> <ul style="list-style-type: none"><li>➤ Playing field inspection undertaken by Cllr Fielding. Reported poor state of swing seats at Alexander Field - agreed that Clerk could purchase two new swing seats.</li><li>➤ ROSPA annual safety inspection. No high risk items reported, with overall risk assessed at “medium”. Wooden tiles on roof of slide need repair – Clerk Paul will approach local jobbing builder in this respect.</li><li>➤ The subject of the tunnel came up once again which remains flooded during wet weather.</li><li>➤ Notes provided by Mr Miller: will arrange for tractor to cut hedge at Alexander File (agreed); also will arrange for hedge at Burial Ground to be cut (agreed); It was confirmed that Mr Miler cut untidy hedges at Alexander Field.</li><li>➤ Clerk was asked to approach County Cllr Steve Manion re possibility of installing “not suitable for coaches” sign at entrance to Upper Road.</li></ul>	Clerk to deal    Cllr Paul to deal

There being no further business, the meeting closed at 9.40 p.m.

**Correspondence received prior to Meeting**  
**9<sup>th</sup> October 2017**

<u>Date sent</u>	<u>From</u>
12 Sep	David Fielding re damage to Alexander Field pitch.
13 Sep	Paul Jaconelli, DDC re litter bin emptying.
14 Sep	Stephanie Wadhams, Kent Highways re suggested signage on Upper Rd
18 Sep	Mr H Jones re Old Vicarage trees
19 Sep	KALC – Rural Police Report Sep 2017.
21 Sep	Press release re Cllr Paul Watkins.
25 Sep	S and M Sinclair re Charity event 14 <sup>th</sup> October.
26 Sep	David Broomfield, DDC re installation of litter bins.
27 Sep	KALC re Finance Conference.
27 Sep	KALC re The Dynamic Councillor conference.
30 Sep	Julie Fill, DDC re issue in car park.
1 Oct	KALC re Dover Area Committee Meeting.