

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Annual Meeting of the above Parish Council held on Monday 14th May 2018 in St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs B Paul, J Harris, R Simcox, G Macgregor, A Fielding, R Wilkie and A Newton. Apologies received from Cllr C Smith (family commitment).

KCC Cllr Steve Manion and District Cllr Keith Morris also in attendance.

Following issues raised during Public Question Time:-

Peter Wells reported severe parking problems in the Bay area (and on Bay Hill) over the recent Bank Holiday weekend. Advised it would have been difficult or impossible for an emergency vehicle to access the Bay due to inconsiderate parking. Raised the question of installing double yellow lines for the length of Bay Hill. Cllr Paul agreed she would raise this with Kent Highways.

Penny Bailey advised of huge traffic issues over Bank Holiday weekend on Upper Road, near National Trust site. This was exacerbated by a foreign coach getting stuck on the bend and reversing. Clerk advised of email received from Jon Barker at NT re their management of the site. Mrs Bailey also advised of walkers in the road and asked if suitable signage might be appropriate for pedestrians. Cllr Paul agreed to take issues up with Kent Highways.

Sandy Liggins advised that the cattle grid on Beach Road is full with water. Clerk will report.

Question of proposed changes in Stagecoach timetable was raised. Clerk confirmed she had received no notification in this respect. Cllr Manion confirmed that KCC are trying to mitigate any problems which might result – this may mean that St Margaret’s residents in possession of a bus pass may have to travel after 10.10am.

Hannah Osborne, Community Warden for St Margaret’s, Guston and Langdon introduced herself to the meeting. On question raised re the homeless man currently staying in the Bay, she advised that she was monitoring him from a safety point of view but that there was little more she could do.

Cllr Manion advised that Kent Highways are having a big “blitz” on potholes and encouraged residents to continue to report potholes on the online service. Last week say 134 potholes fixed and 89 metres of patching.

Cllr Morris advised that after strong negotiations with Highways England, it has been agreed that DDC can now “piggyback” on them when road closures are undertaken, in order for DDC to deal with litter.

Cllr Paul read a prepared statement following her extended absence due to ill health. She will remain with the Council for the rest of the election term, but feels that she can no longer be considered for the role of Chair. She encouraged Councillors to step forward in this respect. Cllr Simcox extended a vote of thanks to Cllr Paul for all her efforts as Chair of the Council in the past.

1. Rebecca Simcox nominated as Chair for the forthcoming year 2018-2019 – this was unanimously agreed and Cllr Simcox duly signed the Declaration of Office for Chair.	
2. Mr Robert Wilkie nominated as Vice-Chair for the forthcoming year 2018-2019 – unanimously agreed.	

3. Cllrs Jennifer Harris and Anna Newton to act as representatives on the Dover Area Committee of the Kent Association of Local Councils for 2018-2019.	
4. It was agreed that Cllr Wilkie would attend meetings of Action with Communities in Rural Kent if available.	
5. Cllr Fielding to serve as representative on the Village Hall Management Committee for 2018-2019 – he is a Director of the currently dormant limited company for the hall. Cllr Macgregor also to sit on the Hall management committee.	
6. The Clerk appointed as Responsible Financial Officer for 2018-2019.	
7. <u>Confirmation of Minutes of Parish Council Meeting held 9th April 2018</u> The minutes, having been circulated to all members, were confirmed as a correct record.	
8. <u>Declarations of Interest</u> – Cllr Simcox declared an interest in planning application DOV/18/00317 as a neighbour to the site.	
<p>9. <u>Clerk Report</u></p> <ul style="list-style-type: none"> • No response from Kent Highways yet re pond drainage – it has been passed to Drainage Engineer for response. Clerk will monitor for response. • Cllr Simcox and Clerk met with Kevin Vurley re replacement Church fence section – quote under Finance. • Clerk confirmed that following liaison with Clubs, it had been confirmed that none of the Sports Clubs undertake PAT tests on their equipment. • Bench at King George V Field in memoriam to Cyril Hulks – it was agreed that the Parish Council had no objection to the family replacing the bench at own cost. • Straining wires broken on fence surrounding tennis courts. It is believed this has been caused by children climbing over the fence. Cllr Miller will continue to repair the fence as time permits. • Chapel Land Pond – surrounding “fence” is believed to be responsibility of Kent Highways – reported. • Meeting with Richard Hayes next Monday 21st re Valley management. Cllrs Paul, Simcox and Newton will attend at Village Hall at 9am. • Service Level Agreement re public toilets signed by Clerk and returned to DDC. • Yet to hear from Dover District Council re any enforcement action on land on Dover Road, Westcliffe. Clerk will continue to monitor response from DDC. • RE Community Housing Self Build – Clerk was asked to contact Rachel Collins to confirm they would like her to attend meeting in July. • Mr Miller will deal with new chain links on multiplay unit (underneath seats). Roundabout damage believed to have been caused by firework not rust. • D A Tree Surgeons have dealt with falling tree at Chapel Lane Pond – invoice under Finance. • Idea of introduction of new standing orders for Parish Council to be considered. Clerk will provide draft before next meeting – to be on agenda. • Do all Councillors have a unique and private email address for the business of the Parish Council? Question was raised whether this could be put in place via the PC website. Clerk will raise issue with Cllr Smith. 	<p>Clerk to deal</p> <p>Cllrs Paul/Newton and Simcox to attend</p> <p>Clerk to deal</p> <p>Clerk to deal</p> <p>Clerk to deal</p> <p>Clerk to liaise with Cllr Smith</p>

10. **Planning**

The following decision, delegated from last month, was duly ratified:-

DOV/18/00322 Extension of existing ménage area and erection of posts
and rails as means of enclosure –
Owl House Stables, Station Road *No objections*

The following application, delegated at last month, was further considered:-

DOV/18/00317 Outline application for the erection of a detached dwelling –
Wincolmlee, 46 Salisbury *No objections*

(This application is due for hearing at the Planning Committee meeting on 17th May. Clerk was asked to contact Planning at DDC to ask that the following rider be added to the previous response – “No objections does not imply approval – Parish Council has concerns over retention of the tree screening”).

Clerk to deal

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

DOV/18/00354 Erection of a single storey side extension
Casa-marina, Beach Road *No objections*

DOV/18/00366 Erection of a raised pitched roof and insertion of 2no.
windows in NE elevation
Whitecliffe Bungalow, The Front *No objections*

DOV/18/00377 Erection of a roof extension to facilitate loft conversion,
installation of 2no. dormer windows and rooflight to front roofslope
Swn-yr-Wylan, Station Road *Defer to Planning Officer*

DOV/18/00425 Erection of rear extension and detached garage/storage area
Tigh Na Mara, Sea Street *No objections*

DOV/18/00083 Raising of roof and erection of front and rear dormers to
facilitate creation of first floor living accommodation
16 Langdon Close (application withdrawn)

DOV/18/00431 Erection of 2no. detached dwellings and creation of new
vehicle access (existing dwelling to be demolished)
Dial House, 23 St Margarets Road *No objections*

DOV/18/00382 Change of use and conversion into a dwelling,
replacement door and windows
Old Barn House, Townsend Farm Road *Recommend approval*

DOV/18/00384 Replacement existing windows and door with upvc
9 St Georges Place *No objections*

DOV/18/00473 Erection of a rear conservatory extension
Hollies, Well Lane *No objections*

<p>(e) Councillors had been provided with email from Mr M Fielding in respect of Bowls Club extension. Cllr Fielding explained that, as a limited company, the Club was obliged to undertake a CDM asbestos survey as part of the new extension works. Club had requested that PC meet the initial cost of this work, with the Club then to provide reimburse. IT WAS RESOLVED that this cost initially be paid by the PC. (cost likely to be £2,775).</p>	<p>Clerk to advise Club</p>
<p>12. <u>South Foreland Valley</u> – Councillors to attend as above. Short discussion ensued re request from White Cliffs Countryside Project for ongoing funding at £5,000 per annum. Meeting is informal, to gather information from Richard Haynes re way forward.</p>	<p>Clerk to place on agenda for next month</p>
<p>13. <u>Correspondence</u></p> <ul style="list-style-type: none">• R Simcox – re planning application 18/00317 for Wincolmlee, 46 Salisbury Road.• P Ayles – re lost property in South Foreland Valley.• R Simcox + Community Warden and PCSO re rough sleeper.• Cllr Smith re use of land opposite Wallets Court.• Mike Davis, DDC re premature receipt of 2018-19 Precept.• Elliott Allen DDC re Community Grant Scheme.• Police and Crime Commissioner Newsletter March/April 2018.• Sandra Killick DDC re Neighbourhood Forums Meetings 2018-19.• KALC re membership 2018-19.• Rachel Collins re Community Housing and Self Build.• Terry Martin KALC re Chief Executive’s Bulletin 16-20 April 2018.• Mike Fielding re Bowls Club extension.• Mr P Goj – email. Clerk asked to acknowledge Mr Goj’s email.• Mr A Denton re traffic count in St Margaret’s.• Ringwould and Kingsdown PC re land surrounding Old Chapel. After discussion and site visit by Cllr Wilkie, it was agreed that the fence erected is on private land and no footpath exists on the definitive map.	<p>Clerk to deal</p> <p>Clerk to respond</p>
<p>14. <u>Traffic Count</u> – Gridlock Group had contacted Kent Highways – original request had been lost and officer had now moved on from post. It was agreed that Cllr Fielding would now make contact with Kelly Garrett at Kent Highways to put in place the agreed traffic monitoring.</p>	<p>Cllr Fielding to deal</p>
<p>15. <u>Reports from Councillors</u></p> <ul style="list-style-type: none">• Cllr Fielding had obtained quote from R S Electrical to undertake a test and inspect all fixed wiring at each of the sports pavilions at a cost of £145 per building. Additionally PAT testing could be undertaken at a cost of £1.35 per item. IT WAS RESOLVED to accept this quotation and Cllr Fielding will make contact to arrange.• Cllrs Newton and Paul reported from meeting with National Trust – this had entailed a tour of the recently acquired land. Cllr Newton stated they she felt the NT were doing their very best to fit in with the community.	<p>Cllr Fielding to deal</p>

<ul style="list-style-type: none">• Cllr Harris had been seeking alternative prices for similar equipment (toy train and “trail”) for the Play Area. Provided details of prices to meeting which were broadly similar to previous quote. It was agreed that firm quotations be sought for each individual piece of equipment (4 in all). Cost for each item, including installation, likely to be in the order of £6,000.• Re bus shelter – Cllr Simcox will seek firm quotation from Queensberry Shelters for a two metre open-style shelter, to be placed on agenda for next month. Cllr Harris will liaise with DDC Planning.• Cllr Paul put forward the idea of providing further funds for “the boat” – it was agreed that the group could apply for a larger grant in the next round of funding as £300 had already been provided. Cllr Paul had been approached with a request to hold a barbecue/party at the Play Area – this request was refused as it was felt to be a health and safety issue.	Cllr Harris to deal Cllr Simcox and Harris to deal
<p>16. <u>Village Maintenance / Matters affecting the Parish</u></p> <ul style="list-style-type: none">• Cllr Fielding had undertaken Play Area inspection. No major issues reported, although reported that surface under swings at the Alexander Field had worn away, leaving a very hard fall area. Clerk will approach Wickstead with proposals for improvement.• Cllr Simcox advised that some minor damage had been caused recently to the King George Pavilion – she is to investigate CCTV footage.	Clerk to deal

There being no further business, the meeting closed at 9.50 p.m.

Confirmed:

Chairman

14th May 2018

Correspondence received
for Parish Council meeting 11th June 2018

DRAFT