

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

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 11<sup>th</sup> June 2018 in St Margarets Hall, Reach Road at 7.00 p.m.

**Present:** Cllrs R Simcox (in the chair), A Newton, C Smith, A Fielding. Apologies received from Cllr B Paul (holiday), G Macgregor (other commitment), J Harris (holiday), R Wilkie (work commitment). Apologies for absence also received from County Cllr S Manion. District Cllr P Jull in attendance.

Following issues raised during Public Question Time:-

Mr Peter Wells reported footpath ER42 was very overgrown, mostly from vegetation encroaching from residential properties. Cllr Smith had previously reported but Clerk will report again. Raised question re current responsibility for Church – Clerk advised no information received in this regard and responsibility remains with DDC.

Mrs Viv Verren reported overgrown hedge opposite Doctor’s Surgery in The Droveaway – Cllr Simcox had spoken to neighbours in this respect and they hope to put something in place.

Mr Mike Fielding spoke re email received from Bowls Club re extension being undertaken by Club.

<p>1. <b><u>Confirmation of Minutes of Parish Council Meeting held 14<sup>th</sup> May 2018</u></b> The minutes, having been circulated to all members, were duly confirmed as a correct record.</p>	
<p>2. <b><u>Declarations of Interest</u></b> – None declared on agenda items.</p>	
<p>3. <b><u>County / District Councillors</u></b> –</p> <ul style="list-style-type: none"> <li>• Cllr Peter Jull advised that he had secured funding for 3 new fingerposts at Langdon (Upper Road).</li> <li>• Re anti-social parking at Langdon Cliffs site – advised that this may be improved if National Trust proposal re extension of car park is approved.</li> <li>• (Cllr Simcox displayed photos of German tourist bus holding up traffic on Upper Road for 25 minutes).</li> <li>• Cllr Jull will try to get this item on the agenda for discussion by the Joint Transportation Board re problems/solutions.</li> <li>• River Dour Way – continues apace and should be completed soon.</li> <li>• Re proposed Boundary changes – Cllr Jull advised PC to respond to consultation with “yes” response.</li> <li>• Clerk asked Cllr Jull if DDC could apply any pressure to Open Reach re removal of two defunct telephone boxes at Nelson Park and Reach Road.</li> <li>•</li> </ul>	Clerk to deal
<p>4. <b><u>Clerk Report</u></b></p> <ul style="list-style-type: none"> <li>• Cllr Harris not able to attend Councillors Conference on 10<sup>th</sup> July.</li> <li>• Kevin Vurley lead-in time for fencing at car park will be July.</li> <li>• “Pothole reports” being received via Cllr Manion – Dover area does seem rather low compared to neighbouring areas.</li> <li>• Have reported to Kent Highways re hedges encroaching in The Droveaway.</li> <li>• Re GDPR – Clerk advised of need to look at legislation re CCTV; also PC will need to create a consent form and devise a data destruction policy. Clerk will check with KALC/NALC advice re CCTV.</li> </ul>	<p>Clerk to monitor</p> <p>Clerk to monitor</p> <p>Clerk to deal</p>

- Re proposed standing orders – Cllr Smith will liaise with Clerk re amendment of Model version.
- Ongoing suspected water leak at King George V Field – Mike Parnell is monitoring.
- Damage to exterior netting at tennis courts continues, together with damage to Tom Cooper bench at KGV and what remains of bus shelter.
- Contacted Wicksteed Leisure and Playdale re outline costs for soft rubberised surfacing – neither deal with this but outsource to third parties. Contact made with those companies but neither would provide “per metre” price without undertaking a site visit. Agreed that this be put on hold until after ROSPA inspection.
- Door/lock broken at Alexander Pavilion – emergency repairs undertaken, quote to be considered under Finance (invoice from R Crowther).
- New fencing poles to be supplied at Chapel Lane Pond – agreed that Clerk ask Mr Miller to paint when installed.
- Dover Road, Westcliffe – enforcement action has resulted in scaffolding business being instructed to find alternative site – this should be completed in next four weeks. Clerk to ask Enforcement Officer of plans for partially built brick building
- Unauthorised party/barbecue held at Play Area – rubbish left dumped alongside bin.

Cllr Smith to liaise

Clerk to deal

Clerk to deal

### 5. Planning

The following observations were made on the applications considered:-

DOV/18/00364      Erection of a single storey front extension, 2no. roof lanterns with terrace and balustrade, first floor extension incorporating dormer windows, insertion of rooflights, creation of front garden terrace with retaining walls and external steps (existing conservatories to be demolished)  
Hillrise, 35 Salisbury Road      *No objections*

DOV/18/00487      Erection of 3no. dormer roof extensions to east and west roof slopes, insertion of rooflight to east roofslope, insertion of first floor windows to front and rear elevations and raise existing roof  
16 Langdon Close      *Concerns re overlooking of Glebe Close and lack of symmetry to adjacent property to be addressed by Planners*

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

DOV/18/00513      Erection of outbuilding for ancillary use (existing outbuilding to be demolished)  
Whitecliff Bungalow, The Front      *Concerns re position in AONB and impact on character of area to be addressed by Planners*

DOV/18/.00573      Restoration of footpath by the formation of a tunnel  
Langdon Stairs, Langdon Cliffs      *Positively support*

Cllr Simcox mooted the idea of allowing public to speak on planning applications, with this to be limited in similar terms to that at the DDC planning committee meetings. As several Councillors absent from the meeting, Clerk was asked to replace on the agenda for July.

Clerk to deal

**6. Finance and Accounts**

The following payments made since last meeting were approved:-

NEST – Clerk and Council pension	£163.34
Mr I Miller – invoice for May 2018	£1,049.00
Channel Windows – King George V Pavilion	£616.00
Lynne Hopwood – cleaning	£135.95
Jane Cook – May salary	£1,124.58
Office expenses	£23.63
HMRC – PAYE/NIC	£230.83
Petty cash	£14.99
Jane Cook – reimbursement re printer purchase	£81.96
R Crowther – repairs at Alexander Pavilion	£42.00
Mr C Little – fuel re South Foreland Valley	£17.91
	£3,500.19

Receipts:-

Credit interest	£2.45
Grazing fee	£1,050.00
Burial Ground fees	£150.00
Cricket Club re window	£641.67

Cllr Harris had provided details of costs in respect of new suggested play equipment. Cllr Simcox advised she had approached the Nursery regarding suggestions and also had spoken to the Nicky and Eileen Barber Trust re a possible grant in this respect – it had been intimated that this may be forthcoming, with further bids considered from September.

IT WAS RESOLVED to accept the quotation for the journey-trail quotation from Playforce at a cost of £2,014.90, with Cllr Harris to take this forward, checking if any further cost to this price would be applied.

Cllr Fielding spoke re the damaged main door at the Alexander Pavilion. This had been damaged several times and the lock is now not working properly, with proposal that this door is now replaced with a metal security door.

IT WAS RESOLVED that the Parish Council accept the quotation from C J Doors at a cost of £996 + VAT. Company would undertake initial survey of property (this included in the price).

Cllr Harris to deal

Cllr Fielding to take forward

**7. Grasscutting**

Reports received of dissatisfaction from Football Club of cutting regime and quality of cutting – it was agreed that Clerk contact contractors Idverde to express dissatisfaction, and also seek a quotation from Richard Henshall for next cutting season.

Clerk to deal

**8. White Cliffs Countryside Project**

Cllr Newton had met with Richard Haynes, new Manager at White Cliffs Countryside Project – taken over from previous incumbent Kirk Alexander. At the moment he considers there are insufficient Dexter cattle to do a good job of keeping the scrub down and will be speaking to the National Trust to possible use their ponies.

The tree canopy in the area is now very high and Richard would like to strip out unwanted trees such as sycamores to let in light. Anna had been shown income and expenditure breakdown of WCCP showing that grants, particularly over last 2-3 years, have been drying up especially those from European fund sources. Re volunteer tasks, he feels that too much time is spent on regular maintenance of scrub.

Richard would like to revise the management plan, to show where do all parties see the South Foreland Valley in the next 5 years (measurable aims and objectives; efficacy of grazing regime; annual funding arrangements). Cllr Newton is happy to take this forward representing the PC. Cllr Newton proposed that the PC provides a contribution of £5,000 in this financial year, with this sum then to be considered on an annual basis for the remainder of the Agreement currently in place which expires in 2022. IT WAS RESOLVED that this be approved with Clerk to advise WCCP.

Clerk to deal

**9. Correspondence**

- Mr S Clark re planning application for 16 Langdon Close.
- NALC Chief Executive's Bulletin 11 May 2018.
- Mr S Mart (Football Club) re grasscutting at Alexander Field.
- Exchange of emails re sink hole near Pines Gardens.
- Eve Morris re work on bungalow in Reach Meadow.
- Terry Martin KALC re "Request To Promote Barrowden Parish Council (Leics.) Building Control SCA Proposal Survey To Member Councils In Your Areas"
- Jon Barker re "Endurance Life" – possible event request.
- Mr Paul mount – advance notice re planning application for Westcliffe Farm.
- Mr B McGeary re pavements/hedged in The Droveway.
- Steve Manion / Shuna Body re available grant for WW1 Armistice commemoration. Suggested that "the boat" may be a suitable recipient for this purpose with Cllr Paul to be asked to liaise.
- DDC Regeneration re "Consultation on a draft revision to the DDC Statement of Community Involvement".
- Thomas Gregory at Idverde re grasscutting regime.
- KALC re collaboration with Alzheimer's Society and KFRS to help combat dementia.
- Sarah Beel – request re memorial bench – Clerk to make contact suggesting bench could be sited at Alexander Field (Ms Beel's second choice had been given as footpath from Droveway Gardens and Councillors had no objection to this through PROW).
- KALC - NALC Chief Executive's Bulletin 21 - 25 May 2018.
- Richard Henshall re grounds maintenance enquiry.
- Mr G Wilson re parking at War Memorial, Granville Road. It was agreed there is nothing the PC can do here – this is a private road and the Parish Council is not a land owner of the site.

Cllr Paul to deal

Clerk to contact

- Mike Fielding re Bowls Club extension – advises that under clause 4.17.2 of current lease, there is a possible requirement for the Club to reinstate any approved building alterations to its former condition. This could prove problematic in future and IT WAS RESOLVED that this clause be waived by use of a standard clause to the lease. Clerk also to write to Club providing official written consent to the Club extension. Clerk to deal
- Richard Haynes re homeless man in village.
- Jon Barker – response re traffic issues at entrance to Langdon Cliffs.
- KALC – re Big Conversation on Rural Transport events. Clerk to advise
- Ben Ibbott re filming for BBC in Valley – Councillors had no objections Clerk to advise
- Lesley King re scattering of ashes – Councillors confirmed no objections.
- Mr M Gibbons re Dover Patrol Memorial Parade – invitation for parade together with request re refreshments. Cllr Newton will liaise with WI re refreshments and Clerk will check re hall availability. Cllr Newton and Clerk to deal
- Email from IOW Computer Geek re new GDPR requirements. IT WAS RESOLVED that PC pay for a notice in the footer of the Council website re privacy policy at a cost of £35. Clerk to deal

10. **Reports from Councillors**

- Cllr Harris had provided copy of suggested Training Policy – this to be on agenda for July. Clerk to deal
- Cllr Simcox advised re proposed new bus shelter. She had met along with Cllr Wilkie, with Queensberry Shelters on site at Nelson Park. Proposed that “Arun enclosed” style be installed to replace existing shelter, this at a cost of approx. £4,600 (company does not involve itself with planning issues). Cllr Simcox also proposed that a new shelter, the “Arun cantilever” shelter be installed on opposite side of the road. Style has totally open front and would not require any further access – this at a cost of approx. £3,400-£3,600. Cllr Simcox asked for permission from Councillors to approach DDC Planning Department in this respect – this was agreed. Cllr Simcox to deal
- Cllr Smith advised re work undertaken at the old library by developer Rod Springett, including putting in a disabled access and replacing old windows, making for a much improved building. Clerk was asked to write on behalf of the PC expressing thanks for this work on behalf of the community. Clerk to write
- Cllr Smith advised re recent meeting with Kent Highways. Bad weather has exposed a lot of issues on roads, including sinkholes, potholes, etc. Highways Department has been asked to inspect every single road in Kent; this means that no Highways Officers will be available in the short term to deal with reported issues. £7.5m committed to highways likely to be insufficient.

11. Village Maintenance / matters affecting the Parish

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|---|--------------------------------------|
| <ul style="list-style-type: none"><li>• Playing Field Inspection not undertaken this month. Next month inspection to be undertaken by Cllr Newton.</li></ul>  | Cllr Newton to deal                  |
| <ul style="list-style-type: none"><li>• Cllr Simcox proposed the idea of the PC having one overall central telephone number – calls to this number would trigger an email to the Clerk to then be circulated / allocated to Councillors. Proposal would include dispensing with current office telephone at the Hall, with shared use of the Hall phone and payment to the Hall made instead.</li></ul> | Cllr Simcox will investigate further |
| <ul style="list-style-type: none"><li>• Central emails via website to be investigated by Cllr Smith, this at a cost of £3 per year per email address.</li></ul>   | Cllr Smith will Deal                 |
| <ul style="list-style-type: none"><li>• Cllr Simcox proposed a “private forum” for Councillors possibly using Facebook. She will investigate this idea further.</li></ul>   | Cllr Simcox to deal                  |
| <ul style="list-style-type: none"><li>• It was agreed that Annual Footpath Walk be set for 23<sup>rd</sup> September, with Clerk to check re availability of Hall and Mrs Morris to be asked if she would be prepared to do refreshments.</li></ul>   | Clerk to deal                        |
| <ul style="list-style-type: none"><li>• Complaints had been received re parking during a schools cricket tournament at the King George V Field. It was felt this event was something to encourage but perhaps on another occasion better communication might be helpful</li></ul>   |                                      |
| <ul style="list-style-type: none"><li>• Cllr Smith advised he will be undertaking a talk at the History Society re the 125<sup>th</sup> anniversary of the Parish Council.</li></ul>  |                                      |
| <ul style="list-style-type: none"><li>• Cllr Simcox and Clerk will attend the funeral tomorrow of Mr Eric Lodge, former Clerk to the PC.</li></ul>  | Cllr Simcox and Clerk to attend      |
| <ul style="list-style-type: none"><li>• Clerk will contact Kent Highways with request re “authorised buses only” on junction into Upper Road.</li></ul>   | Clerk to deal                        |

There being no further business, the meeting closed at 9.10 p.m.

Confirmed:

Chairman

11<sup>th</sup> June 2018

Correspondence received  
for Parish Council meeting 9<sup>th</sup> July 2018

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