

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

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 9<sup>th</sup> July 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, R Wiliie, J Harris. **Absent Councillors -** Cllr B Paul and G Macgregor. County Cllr Steve Manion and District Cllr Peter Jull also in attendance.

Following issues raised during Public Question Time:-

- Mrs Sandy Liggins asked if the Council could give consideration to a walking track around the perimeter of the King George V Playing Field.
- Mr Peter Wells was pleased to report that the overgrown path ER42 reported last month had been cleared.
- Mr Aiden Denton asked if the Council had any plans for commemoration on 11<sup>th</sup> November. Cllr Simcox advised of forthcoming meeting with National Trust re lighting of lighthouse and other plans. Mr Denton asked if a torchlight procession from the decorated boat could be arranged, with cost of torches met from members grant.

<p>1. <b><u>Confirmation of Minutes of Parish Council Meeting held 11<sup>th</sup> June 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 Jull confirmed he will be attending forthcoming meeting with National Trust.</li> <li>• Advised that Guston Primary School had received grant funding for promotion of non-smoking outside school site.</li> <li>• Maison Dieu House in Dover has been awarded Lottery funding for refurbishment.</li> <li>• Council is looking to upgrade CCTV systems throughout the district.</li> <li>• Re Boundary Commission – recommendations received showing Guston sharing a Ward Councillor with St Margaret’s. Sholden are objecting to own recommendation – Clerk was asked to respond to recommendations stating that St Margaret’s is happy to be aligned with Kingsdown and Guston if Sholden objection upheld – this would then give 2 Ward Councillors.</li> <li>• Cllr Manion advised that pothole blitz by Kent Highways continues.</li> <li>• KCC meeting this week will be looking at “pupil premium”.</li> </ul>	<p>Clerk to deal</p>
<p>4. <b><u>Clerk Report</u></b></p> <ul style="list-style-type: none"> <li>• Re Dover Patrol Service – as catering not available, Cllrs Harris, Paul and Simcox will arrange light refreshments. Cllr Simcox to collect wreath shortly before Service for signature.</li> <li>• Public rights form requested from external auditor – might mean small extra charge.</li> <li>• Emailed Planning Enforcement twice re Walleys scaffolders partially built building – no response from enforcement officer.</li> </ul>	<p>Cllrs to deal</p>

- No further response from resident re memorial bench suggested on Alexander Field.
- Re Drove way hedges – Kent Highways on-line reporting site response “enquiry attended, more work required”.
- Re Hulks memorial bench on King George V Field – IT WAS RESOLVED that the Parish Council would not meet cost of installation (4 in favour, 2 against). Clerk to advise.
- Large water bill received re King George V pavilion – hopefully plumbing work will have stopped syphoning and put a stop to any leaks.
- Confirmation received re PC response to Boundary Commission proposal.
- Model Standing Orders edited and Councillors provided with copy - Staff section to be considered with Chair and Vice Chair.
- Met with grasscutting contractor – quote under Finance.
- Cheque prepared re £5,000 agreed for WCCP in managing the South Foreland Valley to March 2019.
- Letter sent to Bowls Club waiting reinstatement clause re new extension and providing official consent for the building from the Council.
- Idea of “authorised coaches only” sign raised with Highways – being considered.
- Clerk and Chair attended funeral for Mr Eric Lodge.
- Footpath walk booked for 23<sup>rd</sup> Sep – Cllr Harris (and helpers) will provide refreshments.
- Re reimbursement of burial plot no longer required – IT WAS RESOLVED that cost of Registrar fees be removed from original amount before return. Clerk to advise Mr Miller.
- Clerk had received report of poor state of the Long Steps and will report to Public Rights of Way.
- Clerk asked to check re waste bin collection in village, as several, particularly in centre of village, always appear to be overflowing.

Clerk to deal

Clerk to liaise

Clerk to deal

Clerk to report

Clerk to deal

5. **Planning**

The following comments made since last meeting and delegated to Clerk were duly ratified:-

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*

The following observations were made on the applications considered:-

DOV/18/00557      Erection of a single storey timber building for use as a garden room  
 White Horses, 6 Granville Road      *No objections*

DOV/18/00558      Erection of a single storey extension to East and West elevations, replacement balcony to front elevation, carport, a covered walkway replacement windows and doors and a rear access bridge from first floor to garden  
Leaside, Bay Hill      *No objections*

DOV/18/00613      Pollard one holm oak to a height of 5 metres  
Holm Oaks, Dover Road      *Defer to Trees Officer*

DOV/18/00619      Erection of single storey rear extension, raise roof to facilitate loft conversion and installation of 6no. rooflights to side roofslope existing rear porch to be demolished)  
Dane, Nelson Park Road      *No objections*

DOV/18/00629      Erection of a detached annex for dependent relative  
Westcliffe Farmhouse, Dover Road      *Object as in AONB*

DOV/18/00654      Outline application for the erection of a detached dwelling (with all matters reserved)  
Site Adj Plot 1, Anchorage and Collingwood Cottage,  
Collingwood Road      *Object as in AONB*  
*(5 in favour, Cllr Fielding abstained)*

DOV/18/00655      Outline application for the erection of a detached dwelling (with all matters reserved)  
Site adjoining Plot 1, Anchorage & Collingwood House,  
Collingwood Road      *Object as in AONB*  
*(5 in favour, Cllr Fielding abstained)*

DOV/18/00692      Variation of condition 2 of planning permission DOV/16/00007 to allow changes to approved drawings (application under Section 73)  
Land and Garages rear of and including 4 & 5, The Droveaway  
*Object – overdevelopment of site*

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

DOV/18/00690      One holly tree to be crown reduced by 3.2metres and one holly tree to be crown reduced by 2.3 metres  
Moonraker, 32 Granville Road      *Defer to Trees Officer*

Cllr Simcox put forward the idea of allowing public speaking on Planning – this would be limited to 2 minutes per speak (1 for and 1 against on a single application). IT WAS RESOLVED to allow this for a trial period to the end of this year. (Cllr Harris against proposal). This proposal to be placed on PC website.

Cllr Smith / Clerk to deal

**6. Finance and Accounts**

The following payments made since last meeting were approved:-

P Mercer Construction Support Services re Bowls Club	£1,017.00
British Telecom – office phone	£100.77
NEST – Pension (Council and Clerk)	£163.34
Mr I Miller – June invoice	£1,393.00
Isle of Wight Computer Geek – email set-up	£45.00
St Margarets at Cliffe Village Hall – Dover Patrol and Footpath Walk	£54.00
Lynne Hopwood – cleaning	£81.57
Jane Cook – June salary	£1,138.98
Jane Cook – phone/internet	£28.68
H M Revenue & Customs	£245.05
Dover District Council – WCCP for South Foreland Valley	£5,000.00
Affinity for Business Ltd – water rates	£328.49
Richard S Siddans – electricity checks on pavilions	£645.12
Dover District Council – Bowls Club building regs re extension	£341.12
	<b>£10,582.12</b>

Clerk had met with grasscutting contractor Countrywide Grounds Maintenance, to look for quotation in respect of grasscutting This had been provided at a price of £9,350 + VAT. This was felt to be too expensive. Cllr Simcox to provide Clerk with details of company used by Langdon School in order to seek a further quotation.

Clerk to deal

Cllr Fielding had been in touch with company provided by Kent Highways in order to put in hand the traffic survey previously agreed. This is less expensive than originally envisaged at £450 per the two sites The monitors will be in place for a week starting next Monday 16<sup>th</sup> July. Results by way of Excel spreadsheet should be available a week after this.

Cllr Fielding to deal

**7. Correspondence**

- Stephanie Wadhams re Reach Road Pond.
  - Heather Waller PROW re surface vegetation clearance.
  - Play Safety Company re ROSPA visit – Clerk to advise when date known
  - Roger Walton – re car parking letter sent in March.
  - Stephanie Wadhams re Upper Road.
  - Contact re relinquishing burial plot at Civic Cemetery.
  - Elaine Kingston re nettles en route to School/Nursery – already relayed to Kent Highways twice.
  - Email re White Cliffs Walking Festival commencing 23<sup>rd</sup> August (on website).
  - A M Hayes – re quote for roof repairs at Pavilion, Kingsdown Road – further quote to come.
  - Adrian Fox re Local Plan workshop.
  - G Winter – photos re “the boat”.
  - Laura Dyer re Dover Area Committee KALC meeting.
  - Peter Evans – request re use of South Foreland Valley – Councillors agreed that further information be sought and Mr Evans to be asked tSeptember meeting Mr C Oakley re footpath from Dover Road, Westcliffe to village. Clerk to speak to Mr Miller and ask Idverde if they are able to deal.
  - Rachel Collins, re Community Housing – felt not appropriate to meet at present.
- Clerk to deal
- Clerk to deal
- Clerk to advise

**8. Areas of responsibility for Councillors**

After discussion, the following responsibilities were agreed:

Civic Cemetery - Cllrs Harris/Paul.  
Alexander Field and Pavilion / Football Clubs - Cllrs Fielding and Macgregor  
King George V Pavilion / Cricket and Tennis Clubs – Cllrs Fielding and Macgregor  
Bowls Club – Cllr Smith  
South Foreland Valley - Cllrs Newton and Simcox  
KALC Dover Area Committee - Cllrs Harris and Newton. Cllr Harris also on County Committee.  
Website - Cllrs Smith and Fielding  
Litter - Cllrs Smith and Macgregor  
Highway issues - Cllrs Fielding and Smith  
Footpaths - Cllr Wilkie and Smith  
Ponds - Cllrs Paul and Macgregor  
Liaison with Police/PCSO/Warden - Cllrs Simcox and Wilkie  
Playing Field inspections – all Councillors  
Planning - all Councillors  
Liaison with National Trust - Cllrs Simcox and Newton  
KCC liaison - Cllr Smith  
Mr Miller - Cllrs Simcox and Newton

Cllr Smith will place on website

**9. Reports from Councillors**

- Cllr Wilkie advised that he will complete the Section 50 Highway form in respect of the application for two bus shelters at Nelson Park. This requires a specific date which it may be necessary to move at a later date. Cllr Simcox will assist with completion of planning application for two shelters.
- Cllr Harris raised issue of Training Policy (copy of model provided). In future, all training undertaken to be placed on register.
- Cllr Harris advised that installation of “journey trail” equipment in the Play Area is scheduled for 28<sup>th</sup> August – contractors will be on site at 8 a.m.
- Cllr Simcox brought up subject of closed Facebook group for Council. Not all Councillors have yet joined . Subject of proposed central telephone number to be placed on website as “news”. Clerk to place new telephone number in Parish magazine with brief description of new system re leaving a message. Most Councillors are using new email system.
- Cllr Newton provided Councillors with copy of work plan from the White Cliffs Countryside Project (Richard Haynes). There is a lot of work to be done and grants may need to be sought. Regular inspections of historic features to be undertaken – this to be discussed with WCCP.

Cllrs Simcox and Wilkie to deal

Cllr Smith and Clerk to deal

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

- Playing field inspection undertaken by Cllr Newton. Once again, poor state of “the tunnel” brought up. Cllr Newton reported that some areas around the tunnel are trip points for young children. Cllr Harris will seek opinion from Playforce contractors when on site. Also Ringwould Alpine to be asked for opinion of landscaping works required. Mr Miller to be asked to remove board with missing steering wheel. Also reported poor state of access road to King George V Field. On Alexander Field there is a bench which has slats missing – Clerk to speak to Mr Miller in this regard.
- Cllr Fielding to act as “stand in” for Cllr Smith on PC website.
- Re “Big Conversation” meeting attended by Cllrs Newton and Simcox – lots of consultants at the event. KCC provided 3 possible solutions – booklet provided – budget of £7m is unlikely to stretch to some or all of the proposals. Questionnaire to be completed by Cllrs Simcox, Newton, together with Clerk
- Agreed that Cllr Fielding will report to Councillors at September meeting re Gridlock Group. Re Hamilton-Blaise contractor – main consultant has been diagnosed with cancer and Cllr Fielding has agreed to contact him again in autumn.

Cllr Harris and Clerk to deal

Cllrs Simcox, Newton and Clerk to deal

There being no further business, the meeting closed at 9.15 p.m.

Confirmed:

Chairman

9<sup>th</sup> July 2018

**Correspondence received**  
**for Parish Council meeting 10<sup>th</sup> September 2018**

Draft