

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Annual Meeting of the above Parish Council held on Monday 13th May 2019 in St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs R Simcox, C Smith, J Harris, A Fielding, P Blake, A Newton.

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

Following issues raised during Public Question Time:-

Mr Wells – asked if anything could be done to prevent coaches parking in the turning circle at the top of Bay Hill. Comment made that photographic evidence of this could be helpful in reporting. An approach has been made by Stagecoach for the implementation of double yellow lines at this point.

Penny Bailey – reported that the electronic 30mph sign near Holiday Camp is overgrown and not visible – Clerk will report again.

Homeless man reported in the Valley area of the village – evidence suggests that he is on private land, rather than PC owned land.

Suggestion made that Clerk approach local MP re removal of postbox in The Droveaway, as Royal Mail had removed this and had advised they saw no need for replacement, given statutory requirements show sufficient boxes in the vicinity.

Mr David Hall reported continued problems with traffic entering/exiting the National Trust site at Langdon, together with problems caused by vehicles parked near the site. Clerk was asked to approach NT to ask when their proposed planning application for extra parking is likely to be put forward for consideration

Before commencement of the meeting, all Councillors signed Declarations of Acceptance of Office for next election term.

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| 1. Rebecca Simcox nominated as Chair for the forthcoming year 2019-2020 – this was unanimously agreed and Cllr Simcox duly signed the Declaration of Office for Chair. | |
| 2. Mr Chris Smith nominated as Vice-Chair for the forthcoming year 2019-2020 – 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 2019-2020. | |
| 4. It was agreed that Councillors would consider attendance at meetings of Action with Communities in Rural Kent on an “as and when” basis. | |
| 5. Cllr Fielding to serve as representative on the Village Hall Management Committee for 2019-2020. | |
| 6. IT WAS RESOLVED to continue annual subscription payments to KALC; Kent Wildlife Trust; Kent County PFA; Action with Communities in Rural Kent; CPRE; Fields in Trust. | |
| 7. The Clerk appointed as Responsible Financial Officer for 2019-2020. | |

8. **Confirmation of Minutes of Parish Council Meeting held 8th April 2019**

The minutes, having been circulated to all members, were confirmed as a correct record.

9. **Declarations of Interest** – Cllr Simcox declared an interest in planning application DOV/19/00454 re Windy Peak, Granville Road.

10. **Mr Martin Hunt, Tree Warden**

Mr Hunt gave a brief resume of projects he had been involved with in his previous Parish, including setting up a tree nursery in local school, also working with the local school in the provision of a woodland garden. He was instrumental in getting naturalistic hedging planted around the village hall and other sites in the village. He advised that the Tree Warden scheme is supported by the Tree Council, which is a registered charity – Mr Hunt was a Tree Warden previously for 6-7 years. Mr Hunt advised that he could see a lot of potential for tree planting in the village and it was confirmed that Cllr Newton would liaise with him re any future information / proposals.

Cllr Newton to deal

10a) **County and District Councillor Reports**

County Cllr Steve Manion advised that KCC had sourced extra £33m funding for roadworks as a result of Brexit arrangements.

District Cllr Keith Morris advised that new District Council would meet this Friday. DDC will continue with ongoing issues re litter and work with KCC on issue of potholes etc. He confirmed that new Councillor Oliver Richardson should be attending some future PC meetings, time permitting. Cllr Smith asked Cllr Morris re housing provision in the District; Cllr Morris confirmed that DDC had been “buying back” old Council stock for the rental market locally.

11. **Clerk Report**

- Reported vehicles parked in South Foreland Valley via Kent Police on-line reporting.
- Councillors elected unopposed due to only 6 candidates – Casual Vacancy process will be probable next step.
- Clerk had ordered and reclaimed for road signs for B17 memorial event.
- Re postbox on The Droveaway – Royal Mail had “closed” the file on this, stating that there was no statutory requirement for replacement of the removed box. Clerk will now approach local MP in this regard.
- Annual Return submitted to external auditor.
- Only one application received from St Margaret’s resident re Ash Grove property – search now widened further with deadline of 20th May.
- Carpentry work on climbing frame at Play Area completed.
- Cheque re grazing rights received.
- Planning approval received re 2 new bus shelters – Highways process now to be undertaken.
- Expenses form submitted by ex Cllr Paul re Footpath Walk refreshments – Clerk to meet from Petty Cash.
- Clerk to investigate proposal re placing a Public Space Protection Order on King George V Playing Field, given ongoing problem with dogs off leads.

Cllr Simcox and Clerk to liaise

Clerk to deal

Clerk to deal

12. Planning

The following comments were made on the applications considered:-

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| DOV/19/00389 | Removal of porch (Retrospective), and erection of replacement porch 1 Hope Court, High Street | <i>No objections</i> |
| DOV/19/00365 | Erection of 3 side dormer windows to facilitate a left conversion Ambleside, Collingwood Road | <i>No objections</i> |
| DOV/19/00238 | Erection of a detached of dwelling Cledge, The Avenue | <i>Object – this is a cramped overdevelopment , creating difficulty for traffic manoeuvring at end of road – PC has concerns re obvious lack of off-road parking provision</i> |
| DOV/19/00454 | Erection of detached dwelling with integral garage and associated parking Windy Peak, 53 Granville Road | <i>No objections although Planning Officer will no doubt consider proximity of property to edge of cliff</i> |

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

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| DOV/19/00534 | Erection of single storey rear extension – Moor Glen, St Vincent Road | <i>No objections</i> |
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13. Finance and Accounts

The following payments made since last meeting were approved:-

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| Jane Cook – repayment re purchase of road safety signs | £164.94 |
| D A Tree Surgeons – re work at King George V Field | £400.00 |
| NEST Pension (Clerk and Council) | £172.89 |
| Mr I Miller – April invoice - Registrar fees | £1,304.00 |
| Petty Cash | £50.00 |
| KALC – annual subs/membership | £1,078.32 |
| Dover District Council – toilets | £1,661.19 |
| Kent Wildlife Trust – annual subs | £50.00 |
| Jane Cook – salary | £1,211.90 |
| Jane Cook – phone/internet | £26.31 |
| HMRC | £280.34 |
| Mr A Liversidge = climbing frame repair | £175.00 |
| Lynne Hopwood – cleaning | £112.00 |
| | £6,686.89 |

Receipts – credit interest £2.41; Precept £86,667; Football Club £44; Grazing fee £1,100.

- Clerk had obtained quotation from Owendens re clearing sludge etc at bottom of Reach Road Pond – price given for clearance and removal to a licensed site is £4,998 + VAT – this would not include any removal of concrete base. Cllr Blake agreed that he would investigate the proposal to improve the Pond, and report to later meeting.
- IT WAS RESOLVED that Parish Council meet the cost of the Hall hire for the Dementia Friends event to be held at the Village Hall on 24th May in sum of £65.
- Cllr Newton confirmed that contractors she had been in touch with regarding “walking route” around the King George V Field had requested further information – this to be a future agenda item.
- Clerk provided Councillors with a breakdown of Cemetery charges, together with costs associated and net position. Although no movement in charges to be made to those already agreed with effect from 1st April 2019, the margin between charges and net position to be borne in mind for next financial year. Clerk now to provide Registrar with new fee sheets for noticeboards together with new information details.

Clerk to arrange payment

Clerk to arrange

Clerk to deal

14. **New Maintenance Contractor**

With the impending retirement of Mr Miller with effect from April 2020, Cllr Smith and Clerk with Cllr Harris had held initial meeting to discuss future position. Cllr Smith advised that Parish Council “knows” Mr Miller and maintenance agreement has always worked on a matter of trust. Current employment requirements mean a need to look at ongoing maintenance requirements in a new light.

Cllr Smith had been investigating contracts entered into by other Parish Councils. PC would need to prepare a specification of the contract, together with map of areas maintained. Plots of land maintained would need to be measured for specification and PC would need to advertise. Cllr Smith will work on specification with help of Cllr Blake. Use of PC solicitors will probably be required in due course.

Clerk advised that Mr Miller had confirmed his willingness to continue as Registrar for the Civic Cemetery and would be interested in undertaking the maintenance on that site. He has also expressed a willingness to continue with maintenance outside property known as Merzenich in Station Road.

Cllrs Smith and Blake to take forward

15. **Correspondence**

- Stephanie Wadhams re Bay Hill sign – Kent Highways will not replace old wooden sign.
- High Street resident re traffic speed through village – Clerk had responded.
- Email re changing Council tax bands – request for grant – this is a business model and not appropriate for a grant award.
- Chris Little re clearance works in Valley.
- Steve Manion re Road and Footway Asset Team Interim Programme 2019-20.
- Ian Loftus, Stagecoach, re turning circle at Bay Hill – asking for PC support re installation of double yellow lines. PC in agreement.
- Tikspac Ltd – re dog poo dispensers/bags – PC does not wish to take forward.

Clerk to respond

Clerk to respond

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| <ul style="list-style-type: none">• DDC Community Housing – advice re meeting on 18th June, together with notices for event.• Land Registry re land at East Valley Farm – proposed registration by M Lyon – Councillors confirmed they had no objections (Cllr Simcox abstained). | Clerk to advertise Clerk to respond accordingly |
| <p>16. <u>Reports from Councillors</u></p> <ul style="list-style-type: none">• Cllr Simcox will continue to investigate idea of Smart Water for the village – will place details on village Facebook page.• Cllr Fielding advised that Gridlock Group are to re-approach Kent Highways re proposed SIDS machine – Group had identified an ideal machine at a cost of £2,800 but Kent Highways had advised they only supported one type of machine – this would be at a cost of £7,000 and in Group’s opinion is an inferior model. Cllr Fielding will contact Cabinet Member at KCC in this regard to seek further information. | Cllr Simcox to deal |
| <p>17. <u>Village Maintenance / Matters affecting the Parish</u></p> <ul style="list-style-type: none">• Cllr Newton raised issue of footpath at end of Lighthouse Road (believed to be part of ER40) which has become very overgrown – in first instance Clerk will contact PROW.• Cllr Simcox asked Clerk to speak to Mr Miller re litter picking, as WI Litter Group continue with their efforts on the Keep Britain Tidy campaign.• Cllr Simcox had been approached by village shop re old flower bed opposite the shop. This belongs to Dudrich Developments, the owners of the properties created opposite the shop. Clerk was asked to re-approach the company re the PC taking on the maintenance of the bed.• Cllr Simcox confirmed that the Footpath Walk had been well attended and PC had been very lucky in gaining the help of Liz Macnaughton and John Kirby in updating the very dated boards.• Cllr Harris affirmed the PC stance on training and stressed the need for both old and new Councillors to undertake ongoing training. Cllr Blake confirmed he would like to attend the event on 23rd July and Clerk will liaise with him and KALC in this respect. | Clerk to deal Clerk to deal Clerk to deal Clerk to deal |

There being no further business, the meeting closed at 8.55 p.m.

Confirmed:

Chairman

13th May 2019

Correspondence received
for Parish Council meeting 10th June 2019

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| 14 May | Jon Barker, National Trust re parking / planning application. |
| 14 May | KALC re introduction of KCC Recycling charges. |
| 20 May | Kent Police Rural Liaison Team report. |
| 21 May | KALC re Communication and Social Media event. |
| 21 May | NALC Chief Executive Bulletin |
| 23 May | T Perrow re Home Start Volunteers campaign. |
| 27 May | KCC re House Waste sites. |
| 27 May | KALC re Dover Area Committee meeting 26 th June. |
| 31 May | KALC re Planning event 1 st July. |