

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 9th September 2019 in St Margarets Hall, Reach Road at 7.00 p.m.

Present: Cllrs R Simcox (in the chair), A Newton, C Smith, A Fielding, J Harris, P Blake.

Apologies for absence received from District Cllr Richardson due to a DDC Scrutiny meeting. County Cllr Steve Manion also in attendance.

Following issues raised during Public Question Time:-

Mr Peter Wells – advised that National Trust had opened up gates on Upper Road which had “caused chaos” with vehicles backing out of the car park entrance on dangerous part of the road. Cllr Simcox advised this is something being trialled ahead of planning application re new car park.

Mrs Margaret Jones – re Glebe Field – asked if there is any way the village could purchase the field for use by the community. Cllr Smith replied in respect of the history here, stating that the current Statement of Community Asset order expires in 2020. Advised that the field is not currently available for village use. Mrs Jones asked if PC could take on management of verge in Glebe Close leading to the King George V Field (previously undertaken by resident).

Linda Kirk – can anything be done to stop vehicle (large van) parking on the junction of Royston Gardens – this is usually done overnight. This causes great difficulty when exiting the road due to poor visibility of oncoming traffic. Cllr Fielding questioned whether this could be described as anti-social behaviour. Clerk will investigate.

Mr David Hall – reiterated traffic problems cited by Mr Wells. Also stated the problems experienced by vehicles parking in Reach Road (near the pond) creating a narrow point for cars, and particular difficulties for farm vehicles. Raised the question as to how the National Trust can justify creating a car park on a 60mph road near Sherleys Farm – he believes this will lead to fatalities in the future. Cllr Simcox stated that the PC would support the application, being created to mitigate parking/traffic problems in that area of Upper Road.

1. <u>Confirmation of Minutes of Parish Council Meeting held 8th July 2019</u> The minutes, having been circulated to all members, were duly confirmed as a Correct record.	
2. <u>Declarations of Interest</u> – None declared on agenda items.	
3. <u>County / District Councillors</u> – County Cllr Steve Manion:- - Advised that KCC’s objective of becoming “greener” since 2010 has reduced emissions significantly on KCC-owned property and land. - Re: Operation Empty – KCC would like to see this rolled out to include commercial properties rather than domestic properties. - Advised that a new Leader of the Council will be elected in the coming weeks, following the resignation of Paul Carter.	

4. Clerk Report

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| <ul style="list-style-type: none">• Bus turning circle at Bay Hill – Clerk to contact Kent Highways to arrange site visit. | Clerk to deal |
| <ul style="list-style-type: none">• Cllr Blake is now a signatory to the bank account. | |
| <ul style="list-style-type: none">• A number of emails received since last meeting re illegal camping in the Valley – forwarded to PCSO/Warden. | |
| <ul style="list-style-type: none">• Clerk advised of Kent Highways response re tree roots in Royston Gardens and obscuring of speed sign. Clerk asked to chase re salt bin and when PC is likely to have an answer to request for new bin in Granville Road. | Clerk to deal |
| <ul style="list-style-type: none">• Still awaiting date for Play Area inspection – will advise when known. | Clerk to chase again |
| <ul style="list-style-type: none">• Ian Miller arranged for tree “log” to be cut up and removed from Play Area with payment under his expenses. | |
| <ul style="list-style-type: none">• New Community Warden Stephen Nodding – has introduced himself to Clerk and has been a visible presence in the village. | |
| <ul style="list-style-type: none">• What does PC want to do re the non-functioning zip wire? Cllr Blake will make contact with known play area contractor to seek repair price ahead of Inspector’s visit. | Cllr Blake to deal |
| <ul style="list-style-type: none">• Re Phone box near village hall – Clerk advised of telephone calls etc received during holiday absence. Cllr Blake will investigate possible use of the kiosk. | Cllr Blake to deal |
| <ul style="list-style-type: none">• Tree Warden Martin Hunt will attend PC meeting in October. | |
| <ul style="list-style-type: none">• Re work commissioned by Cricket Club in installing new scorecard on King George V Pavilion – Mike Parnell had made a request re PC covering the VAT – this was refused. | Clerk to advise |
| <ul style="list-style-type: none">• Clerk confirmed direct debits set up re Affinity water rates (7 bills). | |
| <ul style="list-style-type: none">• Re Patrol Memorial event – only 3 attendees at Hall – Cllr Newton’s expenses at £19.35 paid. Clerk was asked to contact organisers to advise that PC could not undertake refreshments next year. | Clerk to deal |
| <ul style="list-style-type: none">• Re unpaid invoice from KALC in 2015 – Clerk had arranged payment | |
| <ul style="list-style-type: none">• Did provide relevant info to RHT re Ash Grove but no feedback received from them. | |
| <ul style="list-style-type: none">• Highways will look at question of hedge from Heath Court. | |
| <ul style="list-style-type: none">• Ian Miller had arranged for cutting of Westcliffe path – claimed under his expenses. | |
| <ul style="list-style-type: none">• Invoices paid to WCCP re new gate and £5,000 re “contribution”. | |

5. **Planning**

The following applications, delegated to Clerk since July meeting, were duly ratified:-

DOV19/00568 Erection of a two storey rear extension and conversion to form 2no. flats (existing first floor to be demolished)
(new documents received 10/07/2019) –
Flat 1, Curfew House, 14 Kingsdown Road *No objections*

DOV19/00871 T1 - Yew - Crown lift on garden side to three metres and crown reduce by two metres –
Bay Trees, 6 The Droveaway *No objections*

DOV/19/00909 Erection of single storey rear extension, side porch and replacement window to front and rear
(existing conservatory to be demolished) –
Kasama, Hardy Road *No objections*

The following observations were made on the applications considered:-

DOV/19/00985 Removal of Condition 1 of planning permission
DOV/13/00760 to allow non-restrictive occupation
(application under Section 73) –
Sherleys Farm, Upper Road
*Object given prominence of mobile home in the AONB
(4 Councillors for; Cllr Newton against proposal,
Cllr Blake abstained)*

DOV/19/01008 Insertion of new windows and doors, alterations to roof and replacement balcony -
Leas Lodge, 67 Granville Road *No objections*

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

DOV/19/00944 Variation of condition 2 (approved plans) of Planning Permission
DOV/18/01152 to increase perimeter of the site, and to erect new wall and fencing –
Former Carpenters Workshop Corner Off Reach Road and High Street *No objections*

6. **New Maintenance Contract**

- Cllr Smith had provided Councillors with paperwork, including specification of work; maps of areas where maintenance work is currently undertaken; tender documentation.
- During course of his investigations, he believes that work is currently being undertaken by Parish Council which should rightfully be undertaken by other Government bodies – KCC or DDC.

- Re timetable – Councilors gave authority for tender paperwork placed in local press; by word of mouth; on PC website. Return of tenders to be by 20th December. Update to Parish Council to be provided on 13th January, with full report to be received on 10th February and contract to go live on 1st April 2020.
- At present, grasscutting undertaken by Idverde Ltd is including in tender paperwork before consideration of tenders received.
- Cllr Blake feels tenders received from larger contractors may prove too expensive for the Council. Cllr Fielding expressed concern re management of future contract in terms of time and feels it may preclude local people. Cllr Simcox thanked Cllr Smith for his hard work but felt it is “overkill” – she feels that detail required in tender process may be difficult for local and small contractors. Cllr Smith advised he could help in this respect.
- It was agreed that article could be placed in Parish magazine with contact details asking for an “expression of interest”.

Cllr Smith will take forward

7. Finance

- Cllr Blake had sought a quotation re maintenance work to be undertaken on the Freedown bank, Kingsdown Road. This had come in at £1,180 from Cliff Top Projects – it was agreed that Cllr Blake could seek further quotations for this work.

Cllr Blake to deal

The following payments for August were ratified:- NEST £172.89; DDC (White Cliffs) re SFV £5,000; Relm Plumbing and Heating £108.40; Kent County PFA £20; St Margarets Hall £38.25; Lynne Hopwood £112.00; Jane Cook £1,185.73; Jane Cook £27.09; HMRC £231,51; Stone Farms Ltd £540.00; Petty Cash £36.74; Idverde Ltd £454.22; Affinity for Business Ltd £146.32

The following payments for September were approved:-

KALC – training unpaid invoice	£72.00
Tarki Technology – finance software support	£35.00
Viking Direct	£99.75
CPRE	£36.00
RBL Poppy Appeal	£25.00
Dover District Council – public toilets	£1,730.08
NEST	£172.89
Jane Cook	£1,185.73
Jane Cook	£29.30
HMRC	£231.51
Petty Cash	£16.30
Mr I Miller	£1,337.00
Lynne Hopwood	£140.00
Idverde Ltd	£227.11
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	£5,337.67

Receipts - £4.88 credit interest; £6.90 UK Power Networks

8. **CCTV**

- Cllr Fielding had been in liaison with Village Hall Committee following installation of CCTV cameras at the Hall, raising question of whether the Hall and the Parish Council could operate a “shared” system with recording facilities based at the Hall.
- Cllr Fielding had looked at another local Parish Council and had based suggested Policy on their format.
- PC must meet Code of Practice and on further investigation the Policy did not meet Data Protection requirements. The Policy is therefore currently a work in progress with further work required.
- Report to come to next meeting (placed on agenda), together with proposed Privacy Impact Statement.

Cllr Fielding to deal

Clerk to place on October agenda

9. **Gridlock Group Report**

- Cllr Fielding had provided latest Gridlock Group report to Councillors. Details included are still “ideas” at this stage. The Group would like to see a holistic approach to suggested improvements, rather than on a piecemeal basis.
- Cllr Smith asserted that the ideas needed to be ordered in priority given that any works are likely to prove very expensive.
- It was agreed that Clerk could write to Mike Whitehead at Kent Highways seeking a meeting with him.

Clerk to write

10. **Request by Braeside Stables**

- Clerk had received an approach from Braeside Stables, who currently graze horses on 20 acres of land known as Old Bottom Freedown.
- Braeside currently enjoys a year-on-year permission from the PC for the grazing rights but have asked if it is possible to increase this to a term of five years to give them more permanency as they wish to replace current fencing. Given nature of the land as “freedown”, Clerk was asked to investigate legitimacy of this.

Clerk to deal

11. **Request for provision of memorial on Dover (St Margaret’s) WW1 Airfield**

- Emails received from Alan Senicle re proposal to add an additional memorial for the WW1 airfield (currently one on Upper Road). Cllr Harris agreed to liaise and take this forward.

Cllr Harris to deal

12. **South Foreland Valley**

- Cllr Newton advised of several incidents of illegal camping over the summer months, with several nationalities in evidence – when challenged, campers state “there are no signs”.

- It was agreed that approx 6 signs be organised, to be placed at each of the roads leading to the South Foreland Valley, with cost to be sought.
- Email received from Richard Haynes from White Cliffs Countryside Project following approach from ATEC-3D who would like to undertake some filming work on the WW2 site in the Valley. This would involve photogrammetry hardware in the tunnels together with an aerial (drone) inspection of the site. PC would receive full (free) report of the filming. Councillors provided consent to this activity.

Cllr Newton will liaise

Cllr Newton to liaise

13. **Correspondence**

- DDC Regeneration re BT consultation to remove identified public payphones.
- DDC re Parish Council vacancies.
- Local Plan Topic papers for meeting 25th July.
- NALC Chief Executive's bulletin.
- Clive Miles re filming of "Save Sandra" feature film.
- Resident re Parish Council responsibilities.
- KALC re Kent and Medway Energy and Low Emissions Consultation.
- Copy email from Gridlock Group in response to resident suggestions.
- Resident re verges / overhanging branches in Goodwin Road. Clerk will try and seek exact position of vegetation through liaison with David Hart.
- DDC re lights in trees at car park.
- Resident of The Freedown re Kingsdown Road bank – quotes for work being sought.
- Chris Little re illegal camping in the South Foreland Valley – reported to Warden/PCSO.
- KALC re Annual Policing Policy.
- KCC re Community Transport Grant 2019-20.
- Braeside Stables re extension of grazing agreement.
- Re "St Margarets" WW1 Airfield plaque request.
- Steve Manion re Dismissal of appeal on APP/X2220/W/18/3219255 Westcliffe Farm, Dover Road
- D Hannent re tidying works planned by Bay Trust at Glebe Field and Sea Street.
- KALC re Local Government Brexit Bulletin 22 August.
- Local Government Brexit Bulletin 5 September.
- Kent Highways re Forward Works Programme 2019-20.
- R Haynes re proposed drone filming in the Valley.

Clerk to deal

14. **Reports from Councillors**

- Cllrs Blake and Smith had attended meeting at DDC re Local Plan. DDC should be building 629 houses a year but this is not being achieved. Cllr Smith advised that a number of Parish Councils raised the question of affordable and/or social housing provision, together with problems created by new developments with increased traffic and rat-runs etc. DDC have taken all views on board and Plan will be taken forward with these thoughts in mind.

- Cllr Simcox advised following meeting with Jon Barker of National Trust, and further meeting with Cllr Keith Morris, in relation to proposed new parking facilities. Confirmed that new proposed car park is not in SAC and SSSI zone so does not carry that high measure of protection. NT are hopeful of putting in planning application before the end of the year.
- Cllr Smith advised that he had been in liaison with VJ the local shop owner together with Peter Killin of the Smugglers concerning arrangements for Christmas re light switching-on etc.
- Having investigated the idea of road closures, Cllr Smith stated that this is not manageable or appropriate. Last year brought to the fore safety problems with having many people gather at the dangerous Post Office Corner site in the village for the celebrations. It is now suggested that main celebration is moved to the Village Hall to allow a safer environment, with a brief switching on of the lights beforehand. People would then be encouraged to move to the Hall. It is possible that the bar could be open, with a film being put on for young children in the main Hall. Suggested date is 8th December. Clerk to be advised whether Christmas tree is to be ordered. IT WAS AGREED that Parish Council would provide £500 towards lights for the High Street centre.

Cllr Smith to take forward

15. Village Maintenance / Matters affecting the Parish

- Playing field inspection undertaken by Cllr Blake. Cllr Blake asked that a notice be placed in the Parish magazine asking that the nets on the tennis courts are not touched as these are often replaced incorrectly.
- Cllr Blake noted long brambles coming from hedge at Alexander Field, together with a few issues with rubbish. Clerk will liaise with Ian Miller on his return.
- IT WAS AGREED that Clerk prepare payment of £100 to IOW Computer Geek re security certification for website.
- Cllr Simcox asked that Councillors be aware of the need to attract new Councillors given current vacancies.
- It was agreed that footpath walk be deferred until Spring.
- Cllr Simcox mooted idea of sourcing a laptop for Clerk – IT WAS RESOLVED that Cllr Simcox follow up this proposal. Also, Cllr Simcox is to investigate idea of installing a flat screen monitor/TV screen at the Hall which could be put to good use at PC meetings – she will follow up with Hall Chairman.
- Cllr Newton asked that VE Day 2020 be placed on next agenda.
- Two large contained dumped in Station Road dip to be reported as Flytipping.

Clerk to deal

Clerk to deal

Clerk to deal

Cllr Simcox to deal

Clerk to deal

Clerk to deal

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

