

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 6th April 2020 at 2pm.

Given the current lockdown situation with Covid19 virus, this meeting was undertaken by Councillors and Clerk via Skype.

Present on Skype: Cllrs R Simcox (in the chair), A Newton, A Fielding, J Harris, P Blake together with Clerk. Cllr Smith unable to take part owing to late return from holiday.

<p>1. <u>Confirmation of Minutes of Parish Council Meeting held 9th March 2020</u> The minutes, having been circulated to all members, were duly confirmed as a correct record.</p>	
<p>2. <u>Declarations of Interest</u> – none declared on agenda items.</p>	
<p>3. <u>County / District Councillors</u> –</p> <ul style="list-style-type: none">- County Cllr Steve Manion continues to provide daily updates on the Coronavirus situation via email.- District Cllr Oliver Richardson had provided a report via email as follows: As of 6th April there have been 764 cases of Cov19 in Kent and 36 deaths – the deaths are in line with normal winter rates of deaths. Waste is becoming a problem but DDC is one of the few Councils in Kent still running a full service – however is under pressure. More flytipping being seen (Guston have reported an increase) – the suggestion of using App “Country Eye”. This is monitored by KCC and DDC and normally dealt with very quickly. Crime has fallen drastically in the District but domestic abuse has increased by 25%. The Community Fund has been launched – only one if Kent – aimed at groups who support the vulnerable or help those who have hardship – applications on line. Open to groups that are not Constitutionalised but have the backing of Parish Councils, or other Constitutionalised groups. Grants of £200 - £2,500 available. Clerk to check who can apply.- Cllr Simcox reported that Community Warden rings her most days and continues to place reports on Facebook page. He has been dealing with various issues reported involving lack of social distancing behaviour.	
<p>4. <u>Clerk Report</u></p> <ul style="list-style-type: none">• Nothing heard back from Vurleys re meeting to discuss quote for fencing at car park / Church boundary – PCC now to seek full payment from DDC so Clerk not to take forward.	

- Reported light at Swingate Inn – no reply.
- £110 visit confirmed to Playforce for accompanied visit in June (nothing paid yet) – await developments given Cov19 situation.
- No reply from Coastguard re grant for defib – Cllr Manion had agreed to provide £500.
- Official PC letter sent to Kent Public Rights of Way re track joining paths ER28 and ER276.
- Dave Austin tree surgeon due to undertake tree work in South Foreland Valley (agreed at £1,865).
- Defibrillator cabinet ordered and received @ £543.60 (£453 + VAT) – held by Clerk.
- VE Day and Footpath Walk events cancelled. Also meetings re management of public toilets, and proposal re Rural Car Park Charging. WW1 airfield memorial opening delayed.
- Roof work at Alexander Pavilion completed – paid at £820.
- Funds left with Village Hall Treasurer in respect of monthly bookings of Channel Room and booking for FP walk – will be a “credit” in due course when meetings begin again.
- Conference call held with DDC/Clerk 27th March – notes given to Councillors. Further call to take place on 3rd April and 9th April.
- Have tried contacting owners of Heath Court re hedge – response awaited.
- Local Plan meeting at DDC attended by Cllrs Simcox, Newton and Clerk – informal response given re HELAA sites.
- Re proposal for TV screen at Village Hall – PC would be unable to meet VAT cost on behalf of Hall as it is not a PC-owned property nor a PC asset.
- As per Government advice, PC does not need to hold an “Annual” meeting – this is the meeting in May where Chair etc is decided. PC to continue with Cllr Simcox as Chair.
- Re Annual Return – advice yet to be received re definitive dates etc.
- Ian Miller – Clerk to liaise with him re rules – Clerk will write on behalf of PC to funeral directors and stonemasons stressing adherence to rules – quote from Burial Ground rules states “Before any memorial is placed in the Cemetery a drawing showing the dimensions, type of material and finish and the inscription and type of lettering to be inscribed on the memorial shall be submitted to the Cemetery Registrar at least one month prior to the intended fixing in the Cemetery.” Rules also state St Margaret’s at Cliffe Parish Council to have absolute discretion in all matters pertaining to memorials and/or containers for flowers.

Clerk to monitor

Clerk to deal with invoice

Clerk will further investigate situation

Clerk to await advice

Clerk to liaise

5. Planning

The following comments were made on the application considered:-

DOV/19/01249 Erection of a detached two bedroom bungalow and detached garage (existing garage and sheds to be demolished) – Land R/o 22 The Droveaway
Previous objections still apply; given access issues to the site – the Fire Service’s comments stating that the access does not meet minimum requirement for a fire engine must also be pertinent – this would also impact on neighbouring properties in the case of a fire

6. Maintenance Contract

- Decision taken to award maintenance contract to Mr R Purchase – Mr Purchase has made a start on work and will provide Clerk with monthly invoices via email. He has reported a damaged waste bin near the old Chapel and will send photograph to Cllr Blake.
- Cllr Blake has asked Mr Purchase to deal with oiling of swing parts at both fields during current closure due to Covid19.
- Maintenance contract for small works to Mr Miller, together with contract for maintenance at Civic Cemetery and Registrar role.

7. Village Hub

- The PC set up the Hub following the recent and current Coronavirus lockdown, to keep residents informed and to enable those people either wanting help, or offering their help to be identified.

Cllr Fielding has been set up to “manage” the Hub, with residents making contact through the Parish Council website and a unique telephone number which allows a message to be left. Also, a recent leaflet drop to the whole village provided details for contact.
- So far – 90 volunteers have been identified, with 13 residents helped and 8 who might need help in the future.
- First leaflet drop was undertaken by local residents, but future drops are to be undertaken by specific delivery firm. Cllr Newton has made contact, signed paperwork and will provide copies of this to Clerk. 1,284 residences in St Margarets – deliveries booked for 6 separate dates: 17 April, 11 May, 1 June, 6 July, 20 July. This will involve 6 separate payments of £97.04. Proposed sheet for nest leaflet displayed on PC screen – this to be A4 size, folded into 3. Cllr Simcox asked Councillors to let her have any further information which they feel should be include by Thursday 9 May.
- Cllr Simcox continues to work with VJ at village shop there is a problem with social distancing at the shop and it may be that he will concentrate on home delivery or “click and collect”

- Cllr Simcox advised that Village Hall had made contribution of hand sanitiser to village shop and Post Office – Hall now closed. Contribution of £500 agreed by PC for hand sanitiser for shop and PO for future use.
- Prescription deliveries from local surgery now being dealt with by Community Warden.
- Trying to work with Tesco’s re home deliveries to vulnerable residents. (DDC has “shielded persons” list.

8. Finance

The following payments were duly confirmed:-

D A Adams Electrical Services Ltd – Christmas lights	£450.00
St Margarets Cosmopolitan Cricket Club – S137 Grant	£900.00
Dover and Deal CAB – S137 Grant	£100.00
Affinity for Business Ltd – water rates	£119.00
R J Darling T/A 4D Security – CCTV visit	£60.00
Imperative Training Ltd – defibrillator cabinet	£543.60
N Kilshaw – Alexander Pavilion roof repairs	£820.00
Mrs R Simcox – 3 padlocks for Play Area/KGV Field	£27.76
Mrs R Simcox – printing costs of Hub leaflets	£71.95
JJM Electrical – work at King George V Pavilion	£385.00
Mr I Miller – invoice for March 2020	£3,203.00
Jane Cook – salary March 2020	£1,185.73
Jane Cook – phone/internet/calls	£23.74
HMRC	£231.51
Rhino Plant Hire – flail mowing in Valley	£467.40
Dover Security Services Ltd – patrol visits to Valley	£302.40
	£8,891.09

Receipts:-

- Burial fees - £400 + £150
- Credit interest - £2.54
- Bowls Club – re radiators - £2,956.25

Cricket Club store door – to be considered at next meeting.

Clerk to place on agenda

9. Report received from Kent Highways re suggested yellow lining + cost.

- Discussion re report received from Kent Highways on suggested sites for double yellow lining. Consultation link has been placed on PC Facebook page – suggestion made as to whether this could be placed on future leaflet. Total cost for sites suggested would be £5,025.
- Cllr Simcox advised that the “no coaches” sign previously requested is on its way from KCC.

10. **Correspondence**

- DDC re change of Rural Car Parking meeting.
- Update from KCC Cllr S Manion re Coronavirus.
- M Baldock re “damage to South Foreland Valley”
- S Manion re adult social care guidance during Coronavirus.
- DDC re cancellation of Town and Parish Council meeting 25 March.
- NALC Chief Executive Bulletin.
- DDC advising cancellation of Rural Car Parking Charging meeting.
- KALC advising cancellation of all L&D meetings.
- Martin Leggatt re meeting on Parish Council support for toilets – to be delayed.
- K Bannerman advising indefinite postponement of Airfield memorial opening.
- KALC update on Coronavirus issues.
- DDC re HELLA sites in Local Plan following meeting.
- 2019/20 AGAR - PKF Littlejohn instructions delayed pending clarity over coronavirus implications.
- NALC update re Coronavirus 19.
- M Gunning re Cllr Fielding’s Planning article in magazine.
- S Manion – further update on Coronavirus situation in Kent.
- S Manion re temporary South East bus timetable changes.
- Email from Sam Stanley Community Dev Officer DDC re Coronavirus.

Clerk advised on receipt of several emails re alleged lack of social distancing rules being observed. Community Warden has been involved with this and replies sent by Clerk. Report of several people working on Bowls Club green – Clerk asked to check with Club re situation.

Clerk to check with Club

11. **Reports from Councillors**

- Cllr Newton reported re South Foreland Valley – Cllr Simcox and herself met with Dover Security Services and UK Groundworks reps on site. PCSO and Community Warden have been involved with recent events. The weekend before last, travellers were seen on site and moved on by PCSO. There should be a regular patrol from Community Safety Unit in coming weeks.
- Melanie Wrigley of WCCP had been involved in response to recent complainant re works undertaken in the Valley re trenches etc. Cllr Newton had provided a full response to the complainant.
- Cllr Newton had received a phone call from Dave at DSS yesterday – 2 cars on the front having a picnic – moved them on. Local resident had reported and this and comment made by her re speed of attendance by DSS and dealing with the matter.
- Re tree work at Lighthouse Road – this has been started. Cllr Newton had asked tree surgeon to leave cut down trees on site but these had been removed. She will speak to Mr Austin in this regard.
- Cllr Fielding advised that meeting with Bay Trust would need to be put off for the time being.

Cllr Newton to deal

<ul style="list-style-type: none">- Cllr Blake had been unable to undertake playing field inspection due to current lockdown situation. Question raised as to whether Ross Purchase could undertake this in the interim – he will scan and email the form to him.	Cllr Blake to deal
<p>12. <u>Village Maintenance / Matters affecting the Parish</u></p> <ul style="list-style-type: none">- Mrs Liggins had again raised the question of eligibility for Ash Grove affordable housing. Clerk will write to check criteria used.- No further information re speed monitoring equipment seen in Station Road last month.- Agreed that £100 could be spent on Amazon vouchers as gifts for local delivers of leaflets.- Cllr Blake would like to look into a “Victory over Coronavirus” event, when the country eventually comes out of the current lockdown.- Resident had raised question re removal of trees adjacent to Droveaway Gardens – despite being in AONB, trees are not protected from removal.	Clerk to deal Cllr Blake will investigate

There being no further business, the meeting closed at 3.20 p.m.

Confirmed:

Chairman

6th April 2020