

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 8th June 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, C Smith together with Clerk. District Cllr Martin Bates also in attendance and Jon Barker for National Trust). (Mrs Verren as member of public).

Questions raised by public – is there any news re the planned drainage works on Sea Street near Holiday Camp? Clerk will liaise with Kent Highways in this regard.

<p>1. <u>Confirmation of Minutes of Parish Council Meeting held 11th May 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 Martin Bates provided his report:-<ul style="list-style-type: none">o DDC held first Planning Committee meeting (virtual meeting) on 21st May, with next planned meeting for 11th June.o Waste/recycling collections continue as normal.o Initial problems when Waste Recycling Centre opened – now seem to have settled down.o DDC Community Hub is now open Monday to Friday 9-5pm. All re-deployed volunteer staff have resumed normal duties.o Speedwatch – will be restarting at one location in the area. During lockdown traffic was down by 50% but speeding had doubled.o DDC are exceeding budget by £1m a month during current lockdown but have sufficient means to continue for six months. Will receive a Government grant of £2m.o Lamp post in Reach Road car park – should be replaced by 27th June.o All public toilets in District will be open from tomorrow.o Sherleys Farm – Planning investigations continue and Cllr Bates will report further in due course.o Nigel Collor at DDC planning an all-party meeting on Friday 12th June using Teams re Upper Road problems (not currently used by PC).	
<p>4. <u>Clerk Report</u></p> <ul style="list-style-type: none">• Councillors provided with legal topic notes re VAT.• Insurance claims re South Foreland Valley – the 2 claims have now been settled at £2291.87 for each claim.	

- Reply received from East Kent Rural Housing Association re Ash Grove – provided to Councillors.
- Play inspection undertaken – later agenda item.
- Braeside grazing fee will be on July agenda.
- Item re planned works by Cricket Club not placed on agenda as no details provided. Clerk to contact Club asking that future requests come via the Club Committee.
- Councillors provided with Planning Dept response re Granville Road application.
- Highways asked to reinstate boundary line in Sea Street.
- Councillors advised that DDC Covid19 grant not available as funds cannot be provided for retrospective expense, although KCC Members Grant of £300 re VE Day to be provided via Steve Manion.
- Approach from Bowls Club re opening of bowls greens – Councillors in agreement that this can be done, whilst recognising all social distancing measures. Pavilion to remain closed.
- Toilets – all Dover District public toilets open from 9th June. Martin Leggatt will be writing shortly re NNDR – possible reimbursement.
- Verge cut at A258/Station Road junction following approach to Highways.
- KALC advice as provided advises the continued use of video conferencing for PC meetings during Covid19 lockdown.
- New PCSO in place - Tyler Harris.
- Clerk contacted by other Parish Clerk re current approval being taken by Planning Officers rather than Committee in current circumstances. No action to be taken.
- Approach from resident re lack of sails on The Windmill on The Front. No mention of this on DDC Planning history although this could be referred to Planning Enforcement.
- Contact made from WI litter picking group asking for new litter pickers. Clerk had sourced these (x 10) and IT WAS RESOLVED to ratify payment of £132.72 (inclusive of VAT).
- Clerk contacted by Cricket Club re handwashing facilities at the KGV Pavilion now that toilets are open for use by tennis players. Although in the long term hand air drivers may be an option, at present no plans for paper towels to be put in place. Clerk also advised of a leak on the immersion system which is being monitored.

Clerk to follow up re S.106 conditions

Clerk to deal

Clerk to deal

Clerk to monitor

Clerk to confirm

Clerk to deal

5. Planning

The following two applications, delegated to Clerk from May meeting, were duly ratified:-

DOV/20/00404 Erection of two storey, single storey and first floor front, side and rear extension incorporating a balcony – Jessamine Cottage, Reach Road

No objections

DOV/20/00394 Erection of single storey front extension, side porch, 2no. rooflights, pitched roof to existing extension, alterations to doors and windows, erection of double garage, garden wall and block pave driveway (existing garage to be demolished) – April Cottage, Well Lane *No objections*

The following observations were made on the applications considered:-

DOV/20/00337 Erection of a second floor infill extension, with balcony and glass balustrade over existing roof terrace, first floor replacement cloister/terrace and glass balustrades, single storey side extension with access and external staircase, 3no. roof lights, external alterations to doors and windows, garage conversion, swimming pool, hot tub and existing driveway to be extended with new wall and gates (water tank on roof to be removed) – Whitewalls, 30 Granville Road *No objections*

Clerk was delegated to deal with the following applications, received after publication of the agenda:-

DOV/20/00552 Erection of a double garage, 1.9m high boundary wall, new door and construction of parking hardstanding (existing garage and fencing to be demolished) – Pine Edge, Bay Hill *No objections*

DOV/20/00527 Erection of a single storey front extension and detached garage with terrace above – The Look Out, 70 Granville Road *No objections*

DOV/20/00543 Removal of Condition 4 of planning permission DOV/19/01332 (non-reflective glazing) – The Dial House, 23 St Margarets Road *Positively support – works unnecessary*

DOV/20/01282 Erection of two storey side extension, detached garage, extension to front dormer window with terrace and balcony to front, alterations to windows/doors, patio, steps with retaining wall to front and rendered façade (existing side extension to be demolished) – The Wheel House, 42 Granville Road *No objections*

6. **Upper Road** (moved from item 10 on agenda).

- Jon Barker of National Trust reported that Coronavirus lockdown has seen £200m in lost revenue for the National Trust organisation.
- They hope to open fully as soon as possible .
- Going forward, organisation is likely to be “slimmed down” and there will be likely redundancies.

- Open access sites starting to open from beginning of June.
- Pay to entry sites starting to open using a booking system – this will see likely 30% of normal visitor numbers.
- Huge problems on countryside sites with litter, flytipping, barbecues, etc.
- Since opening Langdon site, have seen 4,873 cars – over 11,000 people. They are as busy as normal and are looking at enhanced opening with toilet facilities. Also hoping to re-open the cabin shortly. Opening car park has helped but long term problems will continue.
- Parking on Upper Road has been a little better. Advised that parking on Upper Road from Sherleys Farm to Swingate memorial is seen with car park full most weekends. They have to close the car park nearly every dry weekend in summer.
- Chair asked Cllr Bates if Jon Barker could be included in DDC meeting planned this Friday. Clerk to seek out any supporting information to provide ahead of meeting.
- Cllr Simcox will try and take screenshots of items on local social media ahead of meeting. Jon Barker will also try and produce statistics.
- Site sees around 520,000 people a year, but this continues to rise.

Clerk to deal

Cllr Simcox to deal

7. Finance

The following payments, made since May meeting, were duly ratified:-

Wight Computers Ltd – Hosting 1 yr and SSL Certificate 1 yr	£156.00
Zurich Municipal – annual insurance	£2675.12
Affinity for Business Ltd – water rates	£124.77
Kent Wildlife Trust – annual subs	£50.00
P R Webb – bus shelter repair	£105.00
NEST – Council and Clerk Pension	£180.83
Mr I Miller – Registrar fee	£70.00
Shree Save Ltd – grant for Covid19 supplies	£500.00
Mr R Purchase – May invoice	£1094.63
Mrs R Simcox – Covid19 expenses	£261.32
Wight Computers Ltd – domain name 2020-21	£15.59
Jane Cook – repayment re defibrillator spares	£170.38
Jane Cook – May salary	£1219.01
Jane Cook – phone/internet	£46.57
HMRC – PAYE/NIC	£239.17
The Helping Hand Co Ltd – litter pickers	£132.72
Dover Security Services Ltd – South Foreland Valley	£388.80
Simon Parnell – toilet cleaning	£84.00
	£7513.91

Receipts:-

Cemetery fee	£50.00
Insurance claims (x 2)	£2291.87 x 2

Payment of £67.08 re “lack of toilets” banner was duly ratified.

Clerk advised that, following circulating of completed Annual Return to internal auditor and Chair and return, this was now with the external auditor for consideration.

Cllr Blake was to submit an expenses claim for ink cartridges. Cllr Simcox advised Councillors to be aware of out-of-pocket expenses incurred.

8. **St Margaret’s Hub**

Cllr Fielding advised that hub continues to see a small number of requests each week, around 2 or 3 each week. Cllr Harris confirms that she has set up telephone calls conversations with a number of isolated residents during lockdown.

9. **South Foreland Valley**

Cllr Newton advised of insurance claims settled re criminal damage. She had investigated the idea of placing slurry in the cavity but this may lead to creation of deadly gas – this idea could not be taken forward.

Meeting with Jon Barker to be arranged.

Activity over the last weekend in the Valley saw vehicles around the gun magazine, together with camping in the area and a number of barbecues.

She had received an offer of crushed chalk to place in the large pothole in Lighthouse Road near the cattle grid together with some hardcore. Councillors agreed that this offer could be taken forward.

Cllr Newton to deal

10. **Upper Road** – covered earlier in meeting.

11. **ROSPA Report**

Report received and circulated to Councillors. Cllr Blake will undertake a check visit with maintenance contractor Ross Purchase to see if he can deal with minor issues. Question of strimming damaging wooden upright posts mentioned – this could possibly be done on a less frequent basis to avoid further damage to wood.

This item to be placed on next agenda for update.

Clerk to deal

Playing field inspection also undertaken by Cllr Blake – tennis courts are now open for use with advice re social distancing etc placed on fence.

12. **Correspondence**

- Kayleigh Jones, DDC Community Project Officer – update (+ further updates)
- KALC re opening of KCC Household Refuse Centres.
- Steve Manion – KCC update (+ further daily updates).
- KALC – questionnaire re identifying vulnerable people – dealt with by Cllr Fielding.
- Barry Finch DDC re public toilets (+ further email 14 May)
- Hilary Johnson DDC re planning application for Granville Road.
- KALC re updated Government guidelines on Covid19.
- A Gurney re top end of the village – sign/pond. Cllr Newton had been in contact re proposed pond (actually a soak-away). Clerk asked to investigate the idea of a “welcome” sign for Nelson Park end of village. Clerk to deal
- KALC re latest Rural Crime Report.
- Cllr Bates re Southern Railway timetable changes.
- S Hayes re suggested traffic calming for village.
- Lois Jarrett Head of Planning – update re department.
- J Shales re surveyors at Bay Hill Close. Councillors felt little could be done in this regard, but Cllr Fielding will try and arrange meeting with the Bay Trust. Cllr Fielding to deal
- Alix Smith re parking at the beach and cliffs.
- K Smith re “speed of agricultural vehicles” – speed likely to be perceived rather than actual due to size of vehicles.
- Rebecca Walledge DDC – request re figures for hub
- Steve Manion – re KCC Empty Homes Scheme.
- Martin Leggatt re opening of public toilets from 9th June
- Mike Fielding re plans to use Bowls Club greens.
- KALC update on Covid 19
- A Denton re Portal House hedgerow – Clerk had been in contact with Highways and response awaited. Clerk to monitor
- A Denton re “reminder” 30mph signs repeated through village – proposal to be put to Kent Highways for their opinion, (Louse Winch). Clerk to deal
- K Hollinshead re use of gloves in village shop – PC feels this is an independent business and they are adopting their own Covid19 rules.
- Terri Browning at EKRHA re Ash Grove – Clerk asked to re-visit this to enquire whether original Section 106 agreement conditions are being complied with. Clerk to deal
- Brenda Paul – request for litter pickers.
- P Killin re The Windmill sails.
- Sue Young DDC re meeting arranged Friday 12th June re NT visitor parking.
- Andrew Hutchinson PROW re ER28 and claimed footpath.
- Mrs Liggins – re red phone kiosk asking if this could be used as a book depository. Councillors feel this is not something they want to take forward but if a community group investigated and put forward specific and considered proposal, funding could be considered. Clerk to respond

13. **Reports from Councillors**

Cllr Simcox advised that latest hub leaflet was with printers and will go out on 22nd June. PC has two more deliveries to use through Royal Mail, 6th and 20th July. It is possible that next planned date may not be taken forward, with a childrens version to be considered for later date. Cllr Simcox will make contact with the School.

Cllr Simcox to deal

A good feedback had been received on the VE Day edition.

14. **Village Maintenance / Matters affecting the Parish**

- Cllr Simcox advised that a request had been placed in most recent leaflet to try and recruit more Councillors. She asked Councillors if they could approach people they know to see who may be interested; suggestion made that any interested parties should attend at least 3 PC meetings before committing.
- Website – Cllr Smith has spent some time looking at this, particularly with regard to news posts – at present these cannot be archived, just deleted. He has been in contact with the web developer asking re an archiving ability and a way of prioritising posts. Advised that the search engine on the site is very powerful and effective. Cllr Simcox stressed that other parts of website need updating. This item to be on July agenda following further information sought by Cllr Smith.
- Cllr Harris had spoken to a resident concerning the Dare Cemetery – she had complimented the appearance of the Cemetery and the immaculate presentation of the site – due to Council’s Registrar Mr Miller.
- IT WAS RESOLVED to allow a Covid19 grant for safety preventative supplies to Sandra’s food outlet of £200.
- Cllr Newton raised the question of footpath ER40 where it joins from top of Lighthouse Road to the Lighthouse. Work previously done by PROW near Lighthouse but rest of path now almost impassable. Clerk to approach PROW to clear.
- Cllr Newton reported a number of camper vans / caravans parked in The Bay recently and this seems to be increasing. In future this should be reported via 101 to Police.

Clerk to place on agenda for July

Clerk to deal

Clerk to deal

There being no further business, the meeting closed at 4.20 p.m.

Confirmed:

Chairman

8th June 2020