

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 14th September 2020 at 7pm.

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, P Blake, together with Clerk. Apologies given and accepted for Cllrs J Harris and C Smith. District Cllr Oliver Richardson also in attendance together with County Councillor Steve Manion. Apologies for absence provided by District Cllr Martin Bates.

Public Questions:-

- Prior to meeting Mrs V Verren had alerted the Clerk to the fact that the St Margaret's Scout Group had applied to Dover District Council, asking for the Glebe Field to remain as an Asset of Community Value – the current order is due to expire in November.
- Clerk had been contacted by Mr David Hall regarding the current state of Alexandra Road – this is impassable and needs clearing. Mr Hall had contacted KCC in this regard (ref. given 200777148) and Clerk will follow this up.

<p>1. <u>Confirmation of Minutes of Parish Council Meeting held 13th July 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> – Cllrs R Simcox and G Simcox declared an interest in the agenda item for the Cricket Club due to family connection; Cllr Fielding declared an interest in the agenda item re the mens football team due to a family connection.</p>	
<p>3. <u>County / District Councillors</u> –</p> <ul style="list-style-type: none">• District Cllr Richardson provided brief report, confirming August had been relatively quiet given officers/members annual leave.• He is now Portfolio Holder for Environment and Corporate Property.• Advised that Cllr Martin Bates sits on Overview and Scrutiny Committee; Licensing Committee, Joint Transport Board.• Advised that DDC continues to provide wide support for local businesses.• Re 3 local issues:-<ul style="list-style-type: none">• Operation Gridlock Plan – sent to Roger Wragg for consideration.• Advised that decision to impose charges at Reach Road car park has been overturned – this will not change for the next 5 years when next review is due.• Confirmed that PC interest in telephone box in Reach Road has been noted; consultation period expires in October.• Sherleys Farm – DDC Enforcement had asked landowner to remove earth bund and hardstanding, or enforcement action will take place. DDC Enforcement Officer will provide further details by end of September.• Re toilet charges – advised that next year's Service Level Agreements are due to go out to Parishes shortly, with rebate to be advised in this respect. Also rebated figure to be advised for next year.	<p>Clerk to await details</p> <p>Clerk to deal</p>

- Re Non Material Amendments on 36 and 38 The Droveway – applicants advised to submit new application. Decision on NMA for 4 and 5 The Droveway yet to be reached.
- No formal report from Community Warden but Cllrs Simcox and Newton met with him last week – he continues to provide an excellent service. PCSO Tyler Harris currently on leave.

3a (item moved on agenda).

Co-option – IT WAS RESOLVED that Mr Simon Creed be appointed a Councillor. IT WAS RESOLVED that Mr George Simcox be appointed a Councillor (Cllr R Simcox abstained from vote given family connection). Declarations of Acceptance of Office signed by both parties. Cllr Creed and G Simcox now to complete and return Disclosure of Pecuniary Interest Forms within the next 14 days.

Cllr Newton advised that following an initial expression of interest from 8 parties, 6 had fallen away. Cllr Newton agreed to act as mentor for both new Councillors.

Clerk to deal

4. **Clerk Report**

- Reply from EKRHA re my emails. Clerk to monitor situation on next available property in Ash Grove.
- Have chased re an AONB sign for Nelson Park end of village – could we add this to our HIP? (AONB office suggestion).
- Lighthouse Road footpath reported (ref 200682279) – awaiting allocation to officer. Cllr Newton advised that since that report the footpath sign has disappeared – Clerk to report again. Also ER37 blocked – Clerk to report, also dumped type by bin near Lighthouse.
- Contacted organisers of Dover Patrol – they dealt with wreaths, anchoring them to memorial.
- Reduced grazing fee of £550 received from Braeside received – Stables confirmed very grateful to the PC for this reduction.
- Grant for £500 provided to St Margaret’s Nursery – email received expressing their thanks.
- Clerk and Cllr R Simcox to liaise re next step in ER28 paperwork.
- Responses sent to all email correspondents replying re double yellow lines – thanks to Aiden Denton for his assistance.
- Wasp problem at King George V Field – sorted by Mr Purchase without recourse to pest controller.
- Hole reported at exit to village car park – dealt with by DDC.
- Outstanding amount of £88 paid re line-marking – from January.
- Ratify re payment for radiators at King George V Pavilion at £1,814.68 – confirmed.

Cllr Fielding to deal

Clerk to deal

Clerk to deal

- Telephone kiosk, Reach Road – application made to BT re adoption – contact awaited at end of consultation period. DDC Planning Office made aware.
- Foronde Smith taken over from Barry Finch as Principal Facilities Management Officer – includes toilets. Ongoing email discussion following receipt of invoice for Apr/May/Jun – closed due to Covid19. No reply as yet.
- Emailed resident re status of roads in Valley – no further contact.
- Mr T Milner re streetlight in Granville Road – reported.
- Verges at Station Road/A259 reported again. This is a common report and possible greater cutting occasions needed by Kent Highways.
- Mermaid Cottage - recent planning application re use of garden refused.
- Planning “NMA” queried re 36 and 38 The Droveaway – new application to be created.
- Invoice paid re double yellow lines fee to KCC.
- KALC holding Dynamic Councillor course on 1st October – Councillors to advise Clerk re possible attendance.

Clerk to deal

Clerk to monitor

Clerk to deal

5. Planning

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

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|--------------|--|-------------------------------|
| DOV/20/00706 | Erection of a single storey rear extension and change garage door for patio doors to front elevation –
Cherry Bank, Chapel Lane | <i>No objections</i> |
| DOV/20/00683 | Erection of a detached dwelling, formation of a vehicular access and associated parking –
Land adjacent to 16 Granville Road | <i>No objections</i> |
| DOV/20/00676 | Felling and pollarding of various trees –
Berkley, 9 Granville Road | <i>Defer to Trees Officer</i> |
| DOV/20/00715 | Erection of detached dwelling with associated hardstanding and parking (existing dwelling to be demolished)
Malbec, 60 Granville Road | <i>No objections</i> |

Also, the following applications, delegated to Clerk during August break, were duly ratified:-

- | | | |
|--------------|---|--|
| DOV/20/00734 | Erection of front porch, conversion of garage to habitable accommodation and insertion of 2no. rooflights (existing porch to be demolished) –
Chatel, Reach Road | <i>Poor drawings but no objections</i> |
|--------------|---|--|

DOV/20/00768 Erection of part two storey rear extension with balcony and glass balustrade, single storey extension, construction of swimming pool, steps, rear decking, alterations to windows, doors, parking and vehicular access (existing garage, shed and retaining wall to be demolished –
Meadhurst, 7 Sea View Road *No objections*

DOV/20/00541 Erection of four detached dwellings, car ports, new vehicular access and associated parking (Amended Plans) –
Land on the West Side of Station Road
Previous objections still apply, viz:- Unsuitable site - unacceptable impact on the AONB - high landscape sensitivity - unacceptable heritage impact in relation to views of the Grade I listed church of St Margaret's of Antioch - constrained access. The properties are of poor design, overbearing and incongruous in a rural setting. Kent Downs AONB comments are pertinent. Serious highway issues re access exist, site is outside village confines

The following comments were made on the applications received:-

DOV/20/00782 Certificate of Lawfulness (existing) for the continued use as garden land
Shalimar, Well Lane *Object on grounds of illegal development on site*

DOV/20/00906 Change of use of residential dwelling house (Use Class C3) to children's residential care home (Use Class C2)
Walletts Cottage, Dover Road *No objections*

DOV/20/00896 Erection of a detached dwelling with basement parking, landscaping, construction of retaining walls and steps (existing dwelling to be demolished)
Ivy Bank, 33 Granville Road *No objection to replacement of house but PC has concerns re appearance in the setting with red tile cladding*

DOV/20/00948 Erection of two storey side extension, single storey rear extension, side porch, first floor roof extension, alterations to doors/windows, erection of rear retaining wall and extension to side path (existing porch, rear retaining wall and shed to be demolished)
Sunnymeade, Nelson Park Road *No objections*

The following applications, received since publication of the agenda, were delegated to the Clerk:-

DOV/20/00983 Erection of a single storey rear extension, raise roof height and insertion of front and rear dormer windows
Olive Ridge, Collingwood Road *No objections*

DOV/20/00965 Erection of single storey side and rear extensions and recladding elevations –
Swiss Cottage, High Street *No objections to works, but conditions need to be in place re access for construction vehicles*

6. **Finance**

(a) Clerk advised that the external audit report had been completed by PKF Littlejohn – report states “On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.”. Conclusion of audit form has been completed and is available on the PC website and Hall noticeboard.

(b) The following payments since July meeting were confirmed:-

Castle Water – water rates	£119.00
P Claringbould – King George V pavilion repairs	£505.35
P Haste – plumbing repairs King George V pavilion	£442.00
NEST – Pension (Clerk + PC) July	£180.83
Ecopower Heating Ltd – radiators for King George V Pavilion	£1814.68
Mr I Miller – quarterly invoice + Registrar fees)	£995.00
R Purchase – monthly invoice (July)	£1170.20
R Darling T/A 4D Security re CCTV	£60.00
R Simcox – Covid19 expenses	£251.27
Jane Cook – July salary	£1219.01
Jane Cook – phone/internet/calls/ink	£47.63
HM Revenue & Customs	£239.17
Simon Parnell – cleaning (July)	£140.00
Castle Water – water rates	£119.00
P Blake – Covid19 expenses	£88.02
Kent County PFA – subscription	£20.00
Tarki Technology Ltd – finance software fee	£35.00
Idverde Ltd – grasscutting (Aug)	£255.89
PKF Littlejohn LLP – audit fee	£360.00
R Purchase – monthly invoice (August)	£1000.00
Jane Cook – August salary	£1218.99
Jane Cook – phone/internet/calls	£33.29
HM Revenue & Customs	£239.39
Kent County Council – yellow lines	£1018.97
NEST – Pension (Clerk + PC) August	£180.83
Mr I Miller – Registrar fee	£45.00
P W Judges & Son – repair to King George V Field cricket pitch	£9256.00
Simon Parnell – cleaning (August)	£140.00
	£21195.02
<u>Receipts:-</u>	
Grazing fee -	£550
Burial fees -	£550 + £50
Football Club re line-marking -	£88
Credit interest -	£5.50 + £4.60

7. **David Simcox, Club Secretary re plans for Cricket Club / KGV Pavilion**

- Advised that new heaters are installed and working.
- Defibrillator installed and registered with South East Kent Ambulance Service.
- Cricket square has been re-laid.
- Home games are now finished for the season.

- During current pandemic, income has lessened with extra costs incurred – Club has received funding through DDC grant but cash is still tight.
- Currently working on application to KCC for grant in respect of planned extension.
- Costs of installing heaters/defibrillators £515 greater than anticipated – asked if PC would be prepared to contribute to this – IT WAS RESOLVED that Parish Council provide funding of £500 in this respect. (Cllrs R Simcox and G Simcox declared an interest and abstained from decision).
- Club would like to remove hawthorn bushes near Ash Grove boundary – they hope to be able to do this at no cost. It was confirmed that Parish Council was happy for Club to undertake this work.

Clerk to deal

8. **Co-option** (dealt with at item 3a above).

9.. **Planning Protocol / Government proposed changes to Planning System** – this item to remain on agenda until October meeting.

Clerk to deal

10. **Play Area / Tennis Courts**

- Cllr Blake had completed Playing Field Inspection which had been emailed.
- Re boundary wall to Old Vicarage flats – Cllr Blake will seek quotation for a support for the wall where it is leaning badly towards the pavilion.
- Re boundary fence with King George Field – Ash Grove – Clerk asked to contact East Kent Rural Housing re leaning fence.
- Cllr Blake will ask Mr Purchase to undertake vegetation clearance work.
- It was confirmed that the Play Area should remain open as at present, with this to be monitored on an ongoing basis given Covid restrictions.
- IT WAS RESOLVED that more sanitiser will be purchased for use at the Play Area and by the local Post Office.
- Quotation for repair of tennis court/Play Area fence received at £795 + VAT from Trevor May Contractors – IT WAS RESOLVED that this work be put in hand.
- It may be that new tennis net is required – cost £150 – Club will meet this cost.
- Quotation for pressure cleaning of tennis courts at £800 + VAT – IT WAS RESOLVED to put this work in hand (if new net not required they will contribute £150 towards this).
- Quote re replacement of swing with new swing and surfacing at £9,300 – this was an initial quote and it was agreed that fund-raising would be required given the size of the expenditure. Further quote re new slide provided at £5,300 + VAT. It was agreed that community involvement would be required to gauge the type of equipment wanted by local children.

Cllr Blake to deal

Clerk to deal

Cllr Simcox will deal

Clerk/Cllr Blake to deal

Cllr Blake/Clerk to deal

11. **Football Clubs**

- David Fielding attended meeting and put the case for a funding request from the Parish Council to support the mens team.
- The Club has been in existence for 30 years.
- They have seen a loss of sponsorship following business closure this year.
- Provided a general breakdown of ongoing costs – home and away kits £650 each. League registration fees + insurance £300 per annum, balls £150, £68 re signing costs – total £1,818. Also currently pay for line-marking. Refs cost £35 per match, away games £45 per game pitch fee.
- Name changed to St Margaret's at Cliffe Football Club.
- League starts on 4th

- One of the players has a business contact that will provide home shirts – players will buy. Another player has a contact with Burgess Hodgson and is looking for sponsorship through this avenue.
- Club has 20 St Margarets connected players.
- Club is currently looking at grant sponsorship from other avenues, including Dover District Council.
- IT WAS RESOLVED that the Parish Council would provide a grant of £500 towards Club expenses for this year, with Club to seek to be in a better financial position next year. IT WAS RESOLVED also that the Parish Council would meet the cost of line-marking for six months.
- Agreed that Club would try and “mend bridges” with junior section.
- Cllr Blake had been in contact with junior club and will set up a joint meeting to establish a better way forward.

Clerk to deal

Cllr Blake to deal

12. **South Foreland Valley**

- Cllr Newton provided updated report.
- Re White Cliffs Countryside Project – advised that WCCP had not been on site for around 3 months and suggested that £5k annual sum paid by PC be put on hold for time being.
- Cllr Newton had an initial meeting with Kent Underground Research Group re gun magazine in Seaview Road – despite chasing has had no reply to date.
- Steel door leaving a small entrance would cost approx £5k.
- Had contacted Mike Harmer from steel fabricators re replacement steel lockable bollards – estimated at £640 each to include locks.
- Quote re steel wall at gun emplacement to come to next meeting.
- Drug use / rough sleepers seen over summer – Warden informed.
- After digging of the second trench in the wrong place, contractor had now blocked (both telephone and email) any contact from Cllr Newton – agreed that PC should draw a line under this situation and move on.
- Cllr Newton advised that a prospective new Councillor had equipment available to dig trench – price to be provided.
- Raised question as to whether wood preservative can be put on current wooden bollards – Cllr Newton will speak to Mr Purchase in this regard.
- Advised that security man Dougie had been hit by a car recently and is still recovering from his injuries – his son is now dealing with business – telephone 07883 525852.
- Cllr Newton witnessed the use of air pistols recently aiming towards Lighthouse Road – on remonstrating with gun users she had received verbal abuse and had referred the matter to the Police.
- Small trees blocking Foreland Road and Sea View Road – Cllr Newton will speak to Ross Purchase in this regard.
- Litter reported by Mr Maraniello had been cleared.

Cllr Newton to deal with quotes

Clerk to place items re quotes etc on next agenda

Re Reports received from Valley volunteers Chris Little and David Hart

- Written reports provided to Councillors re future of SFV.
- Volunteers are looking to purchase a brush mower for use in scrub clearance – presently 3 volunteers would be available to use the machine.
- Volunteer numbers have been declining for some time and now in crisis.

- PC to place something in Parish magazine which is soon to be re-published, with suggestion that a village-wide leaflet go out on a “recruiting” campaign – this to identify the risk of loss of the Valley / possible consequences of lack of volunteers.
- Suggestion of volunteers from Duke of Edinburgh Awards made – this may cause problems in relation to DBS issues.
- Although suggestion of National Trust possibly taking over the Valley, the Trust is unlikely to be taking on any new such items for maybe the next 10 years given financial situation created by pandemic.
- IT WAS RESOLVED that Parish Council purchase new brush mower at cost of £3,999 with Clerk to liaise with David Hart in this regard.

Clerk to liaise

12a) **Report from County Cllr Steve Manion**

- Cllr Manion had several meetings to attend but provided brief report –
- Unaccompanied migrant children (usually youths of 16-17) are a continued feature of boats arriving from Calais. KCC are liaising with Central Government as Kent facilities cannot take any more people.
- KCC continues to work with families during pandemic and is trying to support Kent schools.

13. **Proposed new signs**

- IT WAS RESOLVED that PC would meet the cost of new “dangerous bends” sign to be placed on Madge Field, together with anti-litter signs at locations through the village – this to be at a cost of approx £900-£1,000.

14. **Glebe Close – parking by visitors to King George V Field**

- Issue of parking during cricket matches raised by resident of Glebe Close.
- Residents had recently been prevented from putting out private bollards to stop any car parking.
- Suggestion made that verge opposite could be made into a “green parking area” – this to be investigated.
- Give-way lines to be painted at point of meeting the junction with second part of Glebe Close to be investigated.

15. **Reach Road Pond**

- Council contacted recently by resident wanting to take on the pond in an improvement project. IT WAS RESOLVED that Parish Council would meet cost of water quality tests at £200.

Clerk to place on next agenda

16. **Correspondence**

- KCC re National Highways and Transport Network – satisfaction survey.
- Chris Little – re proposal to purchase new mowing machine.
- Allington Integrated Waste Management Facility – proposals.
- David Hart re proposed re-opening of Village Hall (since superseded).
- Rodney Stone re NT lighthouse takeaways.
- David Fielding re Cliffe FC and request for grant funding.

- David Simcox – update re payment for radiators and relaying of cricket square.
- Clive Powell KALC re Planning protocol.
- Stephanie Wadhams Kent Highways re dangerous bends sign.
- DDC Planning re demolition of 23 St Margarets Road.
- David Hart re opening of Village Hall from 1 November.
- Gerald Irvine re Non Material Amendment NMA 17/011137/B. 36 and 38 The Droveaway.
- Mr M Thompson re land to rear of Millfield.
- Mr M Thompson re the Green at St Margaret’s Bay.
- KALC re LO1-20 re holding of remote Council meetings.
- Mr R Stone re coaches on turning circle at Bay Hill.
- Terry Martin KALC re proposed planning reforms.
- M Fitzgerald re repair of wall.
- Lois Jarrett Heading of Planning at DDC re planning reforms.
- Adam Lott, St Margarets FC – re future plans for clubs (juniors).
- R Maraniello re rubbish dumped in Valley.
- M Chapman re parking of cars in Glebe Close – management of verge.
- Mr D Busby re lighting of bonfires at Pines Calyx. Clerk to report to DDC Environmental Health and email Bay Trust directly.
- Copy of email by Mr M Thompson to Dover District Council re land to rear of Millfield.

Clerk to deal

17. Councillor Reports

- Cllr R Simcox reported on recent landings of migrants from Calais at St Margarets – although some trouble seen, support provided with food and blankets etc through Community Warden.
- Yellow lines installed today 14th September in selected locations.
- Cllr Newton had been in liaison with resident re proposed “soakaway/pond” at New Townsend/Station Road – advised that this will remain in abeyance at present.

18. Village Maintenance

- Re Parish Council return to village hall – not possible before November.
- New School parking policy – although early days Cllr Newton had visited site and reported that things seem to be working well with current parking/dropping off rules.
- TV screen – agreed that this should be a future agenda item, given that PC cannot return to Hall (November).
- “Canoe Wild” – confirmed that Parish Council would be interested in finding out more on this initiative which may involve updating of Bay toilets.
- Re “the hub” – one call today with nothing else since May. Volunteer to be put in touch. It was agreed to leave the hub as it is for the time being – Cllr Fielding will email volunteer list with current situation.
- HELAA sites – DDC have now put this off until January.

Clerk to deal

Cllr Fielding to deal

There being no further business, the meeting closed at 9.35 p.m.