

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 14th December 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 Rebecca Simcox (in the chair), A Newton, A Fielding, P Blake, J Harris, C Smith, George Simcox, S Creed, T Gilham together with Clerk. District Cllr Oliver Richardson also in attendance. Apologies from District Cllr Martin Bates and County Cllr Steve Manion.

Public Questions:-

- Mrs Liggins – raised the question of parking of cars on the grass verge at the far end of Kingsdown Road, before entrance to the Freedown – questioned whether a layby could be created here. Clerk to contact Kent Highways re feasibility and cost.

<p>1. <u>Confirmation of Minutes of Parish Council Meeting held 9th November 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>Reports from County / District Councillors</u></p> <ul style="list-style-type: none">• District Cllr Oliver Richardson –<ul style="list-style-type: none">○ Re “Border control park” in Guston – this proposal has yet to be signed off and is due to go to public consultation on around d 10th January for 14 days.○ Advised that Dover District Council is working closely with Central Government on all Brexit issues.○ Cllr Rebecca Simcox asked for sight of email from Nigel Collor re cancellation of any introduction of parking charges in Reach Road car park – Cllr Richardson confirmed he is 100% sure this will not be taken forward.○ Cllr Smith raised two issues with Cllr Richardson – why is the Covid19 infection rate so high in Dover and the village; what is causing this increase/ Cllr Richardson advised this is not fully understood and District likely to remain in highest Tier 3 going forward. Cllr Smith also raised the question of the Duke of York roundabout and policing following 1st January post any Brexit deal/no deal. Cllr Richardson advised that an all-members briefing is held weekly – Police Chief advises that there will be 140 more police officers from 1st January and are fully aware of issues re Duke of York and Whitfield roundabouts. Manston airfield now a lorry holding park – will use A256 as route to Dover.	
<p>4. <u>Clerk Report</u></p> <ul style="list-style-type: none">• Asked to remove CCTV from agenda, to be considered at future meeting.• Report from Cricket Club (per Hon Secretary’s email). :-<ul style="list-style-type: none">• Heaters are installed and working well.	<p>Clerk to add to January agenda</p>

- The Grass is growing well on the new square – they managed to cut it before it became too wet. The strengthened orange barrier is to stop the wind blowing it down.
 - Have a company coming in January to advise on the state of insulation and will let the Council know the outcome.
 - Intend to submit the KCC Sports Grant application before Christmas (this is to rebuild and expand the storage area). As part of the application Club needs letters of support - Club asks if an email could be sent saying that the Parish Council both support the project and are willing for give the Club a grant of £2,500 towards the cost – Clerk confirmed this had already been done.
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- Report from Bowls Club re pavilion use following Government advice on use of public buildings:-
 - The Club is shut at present and will remain so until the New Year.
 - In the Autumn,drew up plans for a limited and controlled re-opening of the Club House for snooker and the sewing club, but with contradictory advice circulating decided against it. However, did go ahead and upgrade the ventilation in the snooker room so feel might be able to get snooker up and running in the New Year, but only if safe to do so after completing the appropriate risk assessments etc. The snooker members are keen for this to happen, but the safety and hygiene aspects are quite complicated.
 - In the meantime Club is starting to plan for a general re-opening of all aspects of the Club in the Spring and hopefully the rollout of the new vaccines will help with this. But whether it is safe to have the March coffee morning, at which Members pay their annual subs, is doubtful.
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- No reply from DDC re next steps with Canoe Wild.
 - John Kirby repaid re cleaning fluid for graffiti'd signs.
 - Damaged wall at Dover Patrol Memorial reported.
 - Cllr George Simcox is able to drive tractor, assuming he has valid car insurance.
 - Have reported flooding again in Reach Road, near holiday camp.
 - All current policies / regulations now placed on website.
 - Idverde tried to claim for white-lining during November – rejected by Clerk. Also investigating invoice re grasscutting during November.
 - Payment made to DDC up until 31 Mar 2020 (end of financial year) re car park toilets.
 - Service Level Agreement for 2021-22 received – Clerk will sign on behalf of PC.
 - Written to landlord re boundary wall of KGV – Cllr Blake to report later.

- Sink hole – filled in but not by Southern Water who were unable to find any problem with drain/sewer.

5. Planning

The following application, delegated to Clerk at previous meeting, was duly ratified:-

DOV/20/01238 Erection of a first floor rear extension and enlargement of 2 no. Windows, construction of boundary wall, installation of doors to car port and cladding to upper side elevation (existing dormer to be removed) –
Foreland Cottage, 15 St Margaret's Road No objections

The following responses were made on the applications considered:-

DOV/20/01193 T1 Holm Oak - fell.
Green Banks, 75 The Droveaway *Defer to Trees Officer*

DOV/20/01243 Extension and raise roof height to existing front extension (to include rooflight, window and door), replace side elevation window with double doors, insertion of door and window to loft and erection of garden wall (original front door access to be removed).
Sea Purse, The Bay *No objections*

DOV/20/01316 Variation of Condition 2 (approved plans) to allow for revised wall to parking area and change to stair arrangement to comply with building regulations of planning permission DOV/17/01137 (application under Section 73)
Larkspur, 36-38 The Droveaway *Strongly object (further application awaited)*

DOV/20/01290 Erection of first floor balcony with glass balustrade and Juliet balcony to second floor to rear elevation
Dehra Dun, 16 The Droveaway *No objections*

DOV/20/01350 Relocation of entrance door and window to front elevation
3 Swingate Cottages, Deal Road *No objections*

Re Land North East of The Close, Station Road DOV/20/01076 – to be discussed at DDC Planning Meeting on 17th December. Previous Parish Council comments apply viz – outside the village confines / within the AONB.

6. Glebe Field

- Christine Waterman had provided background to the history of the ownership and use of the Glebe Field, following the recent dismissal by Dover District Council for its designation as an Asset of Community Value.
- The Field has some protected status through its listing in the DDC Local Plan as Open Space (Policy DM25). This designation was in fact in place during the previous planning proposal for a housing development on the site.

- Save the Glebe Field group formed, approach to PC made with St Margarets Scout Group and Village Hall Management Committee (3 groups). The suggestion is made that the Parish Council tries to acquire the land for the benefit of the village; or sell to the PC for village benefit – fund
- Christine also advised that the Village Hall would be severely impacted by any development on the site, as St George’s Place is used for parking by hirers and users of the Hall. Hall Committee has evidence of the Bay Trust allowing the site as an overflow car park for the Hall – since withdrawn.
- Cllr Fielding had prepared an initial letter to the Bay Trust (displayed to Councillors). Some discussion ensued re the content of the letter and Cllr Fielding will re-draft this by tomorrow for Councillors’ agreement.
- IT WAS RESOLVED that Clerk write to the Bay Trust on behalf of the Parish Council as an initial approach for the acquisition of the Glebe Field. To be sent by Recorded Delivery to the Chair of the Trustees.

Clerk to deal

7. Finance and Accounts

IT WAS RESOLVED to meet the following payments:-

Affinity for Business Ltd – water rates	£119.00
Mr I Miller – Registrar fees	£82.00
CPRE – annual subscription	£36.00
NEST – Clerk + Council Pension	£180.83
J and I Kirby – cleaning materials	£31.04
E J Clough – Christmas tree	£288.00
R Purchase – November invoice	£1,000.00
Dover Security Services Ltd – South Foreland Valley	£388.80
Jane Cook – November salary	£1,218.99
Jane Cook – expenses	£60.03
H M Revenue & Customs	£239.39
Cliffe Top Projects re Christmas lighting	£179.26
Dover District Council – public toilets Jul 2020 – Mar 2021	£5,624.19
Shree Save Ltd – expenses re lights	£24.99
Mrs R Simcox - expenses	£130.34
	£9,602.86

Precept – IT WAS RESOLVED not to increase the Precept for 2020-21 – Clerk to await paperwork from DDC before proceeding.

8. South Foreland Valley

- Cllr Newton provided the following information:-
 - Matt and Melanie still concentrating on clearing invasive vegetation / scrub; have also taken down 7 sycamore trees
 - Resident from The Front had raised complaint about trees encroaching onto access road making it difficult to drive to their property. All trees now cleared by WCCP, with help of resident.

- Cattle/horses have been moved to new fields given lack of grazing.
- Ponies moved to land in Dover, Dexter cattle remain in the Valley.
- There are currently 12 volunteers – WCCP and volunteers held a clearance day on 4th November before lockdown. Chris Little and Dave Hart are continuing to work, recognising social distancing rules.
- New clearing machine is working brilliantly.
- In last month WCCP did 11 or 12 days working in the Valley; Richard Haynes also in valley to check on management.
- Jon Barker has fitted new locks – keys currently with Cllr Newton.
- Will meet with Vic Harmer on site when arrangements can be made to discuss door / dimensions.
- 4th December – 12 Germans found sleeping in gun magazine.
- 3 dangerous trees in woods at top of Lighthouse Road – Clerk to ask Dave Austin re this and other work to be completed.

Clerk to deal

9. New Purchases

- Cllr George Simcox made the case for the purchase of a drone, for use in the South Foreland Valley:
 - Could be an advantage in surveying the 23.5 hectares of land and track progress on clearance work etc.
 - DJI Mini 2 Flymore drone suggested as suitable for PC needs – cost £549 + VAT.
 - Would also cost £10 for operator licence (valid for 3 years).
 - As this would be commercial use, insurance would be required.
 - Cllr Newton agreed that she could not see a “business case” for this but would prove invaluable in surveying this large area of land.
 - Cllr Smith advised that National Trust do not allow drone use over their land.
 - On questioning re other users in the area, Cllr George Simcox advised that legally the PC cannot stop the general public using drones in the Valley as it is a public space.
 - IT WAS RESOLVED to go ahead with this purchase (insurance aspect to be investigated). Cllr Smith voted against the proposal.
- Cllr George Simcox then made the case for the purchase of separate devices for use by Councillors:
 - Suggested Chromebooks would be a suitable device for Council use, with the use of Google Workspace. Advantages –
 - Cost efficient.
 - Easy to use.
 - Secure data.
 - Cheap and affordable system.
 - Cost - £230 x 9 for Councillors - £1,650 net of VAT.
 - Google Workspace – is a suite of software providing:
 - Shared drives.
 - Can link email.
 - On-line meetings.
 - Shared calendar.
 - Cost - £4.14 per month per user - £41.40 per month.
 - Could undertake a two week free trial (4 Councillors to trial).

- Cllr Anna Newton advised that KALC Adviser at recent meeting had stressed the need for separate devices for all Councillors, to be kept entirely for PC business.
- IT WAS RESOLVED to purchase 3 Chromebooks initially, allowing up to £1,000 for this.

Clerk to liaise with Cllr G Simcox

10. **Phone Kiosk, Reach Road**

- Cllr Rebecca Simcox had provided pictures of kiosk – in very poor condition and listing to one side.
- Emma Rosen attended to put forward the case for preserving and improving the kiosk. She lives near to the junction where the kiosk is placed and believes that it could be made into a village asset in this part of the village.
- On questioning re historic cases of vandalism, suggestion that the kiosk could if necessary be moved to a different location.
- On questioning re available costs, Emma had sought various quotes – welding quoted in the region of £500 although this would need a confirmatory site visit; re glazing – had sought company which provides spare parts etc for kiosks – likely cost of new acrylic panes £450. Company would also be able to provide paint and primer.
- Cllr Gilham stated that it may be better to send the kiosk away for sandblasting given the very poor paintwork and work required to remedy this.
- Emma confirmed that she had the backing of the community and would approach the National Lottery for funding.
- IT WAS RESOLVED that Clerk would sign and return contract to BT for retention of the kiosk and add to PC insurance. (Cllr Gilham voted against proposal).

Clerk to deal

11. **Public Space Protection Orders**

- There are currently 2 areas in the village which have dogs on leads orders on them – the St Margaret's of Antioch Churchyard and part of St Margaret's Bay.
- IT WAS RESOLVED that PC ask Dover District Council to add the Civic Cemetery to provide a PSPO requiring dogs to be kept on leads in this area.
- IT WAS RESOLVED that PC ask Dover District Council to add the Alexander Playing Field to provide a PSPO requiring dogs to be kept on leads in this area. (Cllrs Blake, Fielding, Creed, Gilham and Harris in favour). (Cllrs Smith, R Simcox, G Simcox, Newton against proposal).
- After discussion, it was agreed that the King George V Playing Field should not have a PSPO put in place. (Cllr Gilham and Blake against proposal, all other Councillors in favour). The childrens play area to remain as at present with dogs banned.

Clerk to deal

12. **Football Clubs**

- Email received from David Fielding setting out requests for facilities at the Alexander Pavilion for use by both Clubs.
- IT WAS RESOLVED to allow for the purchase of 2 hand driers at £600 (Club will arrange for installation). Clerk to advise Clubs and place future plans for the pavilion on next agenda.

Clerk to deal

13. **Correspondence**

- DDC re Armed Forces LifeWorks Course.
- Emma Rosen re proposed community use of telephone kiosk.
- KALC re “Knock and Check initiative.
- Rebecca Brough DDC re 2021 Census.
- Lois Jarrett Head of Planning – response to Government White Paper.
- Mr M Thompson re “The Green”, The Bay.
- Roger Gough, KCC re “Strategic Reset Programme”.
- Paul Cook, Tennis Club re dog fouling on KGV Field.
- Corin Benge DDC re photographs of the area.
- KALC re updated guidance on Council buildings during Covid19.
- DDC Environmental Health re Public Space Protection Orders.
- KCC re M20 moveable barrier test.
- Kent Highways re works on Dover/Deal Road.
- Mr E Uden – reporting problems of human faeces on Kingsdown Road track. Clerk had reported to Community Warden.
- David Parratt DDC re EU Transition x 2 meetings. Cllr Smith will attend meeting on Thursday 17th December.

14. **Reports from Councillors**

- Cllr Newton reported that light still continues to be left on overnight at Reach Road car park toilet block.
- Cllr Blake reported re boundary wall at King George V Field – Clerk had written to landlord of properties and reply awaited. He had spoken to company on the phone and they had stated they would visit site.
- Sink hole – this has been filled in (unsure who by). Cllr Blake advised this had since sunk a little and he will continue to follow this up.
- Cllr Gilham advised that reply had been received re gas main – work planned for the Pond would not disturb any gas pipes. Next stage is to clear out the pond in readiness for a new liner in spring.
- Cllr Rebecca Simcox advised of various fallen footpath signs – Cllr Creed agreed to take this on with a view to arranging replacement.

Clerk to report again

Cllr Blake to follow up

Cllr Blake to deal

Cllr Gilham will continue to deal

Cllr Creed will deal

15. **Village Maintenance**

- Councillor responsibilities – a working document, to be looked at again.
- Christmas lights/tree – this was a “hassle” but arranged by Cllr Blake, George Simcox and the Purchase family. Thanks also to Phil the electrician for his help in providing expertise and charging just for materials. John Ford had provided an excellent nativity structure for Post Office Corner.
- Cllr Creed advised that his partner will be involved next year in plans for lights / tree etc, This will need to be started in June / July 2021.
- Playing field inspection – undertaken by Cllr Blake.
- Cllr Blake advised that company had completed partial work at the tennis courts re the netting and cleaning of the courts – further work to be undertaken.
- Cllr Blake advised that re-filling and use of sanitiser at play area is working well. Tennis courts are open with relevant notices. Slat missing on bench at Alexander Fielding – he will liaise with maintenance contractor.
- Re letters received from Glebe Close residents. IT WAS RESOLVED that Clerk write to all residents in terms agreed re the verge alongside Glebe Close leading to King George V Field

Cllr Blake will deal

Clerk to deal

There being no further business, the meeting closed at 9.20 p.m.

Confirmed:

Chairman

9th November 2020