

THE PARISH COUNCIL OF ST MARGARETS-AT-CLIFFE

Minutes of the Ordinary Monthly Meeting of the above Parish Council held on Monday 11th September 2023 at 7pm at St Margaret’s Hall.

Present: Cllrs N Fulford (in the chair), P Blake, A Fielding, O Checksfield, B Pearce together with Clerk. District Councillor Oliver Richardson also in attendance.

Apologies for absence received from R Simcox (holiday) together with District Councillor Bates (DDC meeting) and County Councillor Steve Manion.

Public participation:-

Penny Bailey - raised the question of the poor condition of the toilets in the Bay, which currently have no running water. Clerk had previously reported this and Cllr Richardson will take back to DDC.

Viv Verren - on behalf of residents, raised concerns re the imminent sale at auction of the former garden land owned by the Bay Trust off Sea Street. This is being auctioned with “potential development” description. The land is a wildlife habitat but this has not been made clear in the auction details, Clerk agreed to write to the auctioneers pointing this out and alerting them to possible Planning involvement (re Article 4 request).

David Hall - reported Veolia dustbin left lying in Dover Road which Clerk will report. He asked why central white lines could not be placed in High Street / Sea Street - Clerk had requested this previously but will make further request. Requested that vegetation on Upper Road from Dover Castle to National Trust entrance be cut back.

In the absence of the Chair, IT WAS RESOLVED that Cllr Nikki Fulford take the chair for this meeting.

1. The minutes of the Parish Council meeting of 10th July 2023, having been circulated to all Councillors, were confirmed as a correct record of the meeting.	
2. No declarations of interest were made on agenda items.	
3. <u>Reports from County and District Councillors</u> <ul style="list-style-type: none">● Written report received from Cllr Bates - presented by Cllr Richardson (attached to minutes).● Stressed the need to confirm attendance or otherwise at the Local Plan Hearings within the next week.● The vegetation outside the Church wall has not been cut back and Oliver will take this back to Darren Solly at DDC.● Re bus services - St Margaret’s at Guston experienced problems with the provision of school buses on the first day back at schools last week - children were left abandoned at bus stops as buses were already full before reaching the village. Reports also received that where buses had been late (and this seems to be continuing) children have been given detention by their schools.	

4. **Presentation by St Margaret's Bay Conservation Association - Environmental Improvement Project**

- Slide presentation given by Brendan Wells and Tim Evans of Studio Evans Lane.
- Cllr Bates had provided SMBCA with an update in Spring 2023 on the possibility of some funding for investment in the Bay.
- The figure mooted is £400k but Keith Watson Corporate Estate and Coastal Engineer at DDC would have to bid for this funding.
- It was stressed that no decisions have been made but the Group is merely looking to kick-start discussions.
- Confirmed that they have a meeting with DDC next week with the new administration, following political changes at DDC to see whether such funding would still be forthcoming.
- This shows an ambitious plan - this is comprised of a number of elements around the car park and promenade, and includes issues such as landscaping, lighting, security, signage / way-finding, seating, concessions etc.
- The project is very much at the embryonic stage and further information will be made available, including a possible public exhibition, in due course.

5. **Clerk Report**

- Anne Wheeler booked on Dynamic Councillor course.
- Advised Roger Walton of Peter's name for Dover Patrol Memorial - he has been in contact with Peter.
- Further drainage work undertaken in Reach Road car park following contact from resident
- Wrote to Stagecoach (Matthew Arnold and Louise Sills) on 12 Jul - no reply.
- Vegetation along Church wall not cut back by DDC (District Cllr taking forward)
- Nikki Fulford booked on Introduction to Planning course.
- ER28 reported in July re lack of cutting back - Clerk to be advised of any further cutting required.
- Planning - The Retreat, Kingsdown Road refused.
- Have chased yet again but still have no invoices for this season from Idverde for grasscutting. Clerk to approach DDC to see if we can be included in their contract.
- Have ordered a wreath for PC for the Remembrance Sunday service.
- Contacted by resident re Bay toilets - no planned improvement works but current poor standard/lack of water being taken up by District Cllr.
- Wrote to Emily Powell, Dance Fit and Dave Pilcher, PT re use of PC facilities - both have provided their public liability insurance details.

Clerk will chase

- Re SFV for July (from Dover Security Services) - 3 tents found this month; 4 vehicles escorted from Valley; further vehicle looking for dead trees to cut logs.
- Grant has gone in from WCCP to include cattle grids - outcome of application awaited.
- Footpath walk - Hall booked for walk on 17 Sep to meet at 1pm. Boards are in the office.
- Items which will be added to next agenda:-
 - PC bench policy.
 - Individual responsibilities for Councillors.
 - Christmas.
 - Local Plan Hearings - PC to attend on 24th November.
- Fencing at Old Bottom Freedown - responsibility lies with leaseholder.
- 2 gates for on ER41 (Old Bottom Freedown) - left in abeyance but Clerk now to follow up.
- New bench ordered and paid for re Bay Steps.
- Invoice re waiting restrictions by KCC paid as agreed.
- Potholes on Dover Road and Upper Road - a number of reports already exist on Highways reporting tool.
- Re filming - no funds for PC, licence fee paid to Kent Highways for closure of road and to landowner.
- Request received from Langdon PC for a slot next month to put forward information on their challenge to car park charges at Martin Mill train station.
- Have reported overgrown hedge running down steps on Bay Hill.

Clerk to confirm

Clerk to deal

Clerk to note

6. Planning

The following applications were delegated to Clerk for those received in July/August:-

23/00897	Erection of a single storey front extension, upper ground floor balcony extended and re-rendering of main house - Merlin, Goodwin Road	<i>No objections</i>
23/00885	Installation of 2 air source heat pumps - Southgate, 17 Granville Road	<i>No objections</i>
23/00880	Erection of a detached dwelling, formation of a vehicular access and associated parking - Land Adjacent To 16 Granville Road	<i>No objections</i>
23/00899	Erection of a single storey side and rear extension (existing garage and orangery demolished) - Godfrey Cottage, 5 Lighthouse Road	<i>No objections</i>
23/00953	Erection of a barn for farm machinery - Braeside Equestrian Centre, Nelson Park Road	<i>No objections</i>

New application

23/01049 Variation of Condition 2 (approved plans) to allow amendments (updated drawings) of planning permission DOV21/00318 (application under Section 73 - Coastguard Cottages, Bay Hill *We have concerns that the removal of the chimney affects the integrity of the listed building, otherwise no objection*

7. Proposed 20mph speed limit

- IT WAS RESOLVED that the proposal to introduce a 20mph speed limit from the Dover Road (Westcliffe) junction to Bay Hill be taken forward with Kent Highways.

Cllr Simcox to take forward

8. Finance and Accounts

(a) The following payments made since the July meeting were ratified:-

CPRE - annual subscription	£36.00
St Margarets Village Hall re Footpath Walk	£49.50
Mr I Miller - Registrar fees	£305.00
Kent County Council re yellow lines	£2,850.00
Castle Water	£101.85
Dover Security Services re Valley	£583.20
KALC re training	£60.00
Credit card - training/stationery/annual fee	£160.49
NEST - Clerk+Council	£256.32
HMRC - PAYE/NIC	£465.85
Castle Water	£16.21
Mr I Miller - labour per contract	£950.00
R Purchase - July invoice	£2,105.65
Jane Cook - July salary	£1,477.94
Jane Cook	£20.00
Harmer and Sons - cattle grid	£2,146.80
KBS depot - new bench	£474.00
Trevor May Contractors Ltd - tennis courts	£3,270.00
Royal British Legion - wreath	£50.00
Credit card - annual Canva	£99.99
Castle Water	£154.14
D A Hart re Valley expenses	£27.94
Dover Security Services - re Valley	£259.20
Lynne Hopwood re cleaning	£245.63
Castle Water	£70.27
Mr I Miller - Registrar fees and retention fee	£770.00
Google Cloud	£36.80
NEST - Clerk+Council	£256.32
Jane Cook - August salary	£1,477.74
HM Revenue and Customs - PAYE/NIC	£466.05
Jane Cook	£20.00
R Purchase - August invoice	£1,72.98

	£20,966.43

Receipts:-

Credit interest - £77.65 + £79.60
Cemetery fees - £940.00 + £175.00
Tennis Club contribution to works - £272.50

Clerk will provide budget figures for next meeting

Clerk to deal

(b) External audit now completed and certificate issued - the completed Annual Governance and Accountability Return for 2022/2023 has been placed on website.

(c) IT WAS RESOLVED to approve the request from the Bowls Club for the sum of £500 towards the re-covering of the snooker table cloths.

Clerk to advise

9. **South Foreland Valley re White Poplar removal**

- After looking at quotes received, IT WAS RESOLVED to accept the figure provided by Leaf Tree Services at £6,360 inc VAT (this figure to be firmed up). It is to be stressed that any damage to fencing during the works must be put right.

Clerk to liaise with WCCP

10. **Cllr Blake re ongoing works at Bowls Club**

Following figures provided in respect of works required:-

- Clayson £6500,
- Claringbould £6800,
- Rix £6811 + an increased quote to £10859 for suggested further improvements.

Club would like to complete works in October.

IT WAS RESOLVED to accept the Clayson quote.

11. **Community Warden Service**

- Current KCC public consultation in place. Councillors asked to provide brief remarks on the value of this service to the village and Clerk will complete on behalf of PC (ends 3 October).

Clerk to deal

12. **Use of Council space (outside normal activities)**

- Cllr Fulford had completed a document covering the outside or commercial use of space owned by the Parish Council.
- IT WAS RESOLVED to adopt this policy but to exclude any use of the tennis courts for other than playing tennis by the Club and other users.
- The question of pricing has yet to be considered.
- All current clubs and organisations to be provided with a copy of the document, which includes an application form to be completed in each case.

Clerk to liaise with Cllr Fulford

13. Correspondence

Schedule of correspondence provided to Councillors (previously forwarded); those of particular note:-

- J Leeming re car park drainage.
- Steve Manion's response re filming on Upper Road.
- Cllr Bates - response re Bowls Club request re parking in cul de sac, Kingsdown Road.
- K Lydon re camper vans at war memorial.
- Heather Waller re PROW footpath cutting.
- D Gilchrist re traffic/parking issues.
- Response from Keith Harrison on behalf of Bay Trust re Glebe Field.
- R Holmes re parking on Reach Road/around village hall.
- A Hoare re cutting of perimeter hedge at Alexander Field. (Cllr Blake dealing).
- Mazars re completion of audit 2022-2023.
- D Busby re school bus passes – Clerk will respond.
- L Williams re hedge alongside path at top of Bay Hill - reported to PROW.
- T Lamb re possible village event.
- CSU Dover re meeting at Whitfield 20 Sep 5pm - Clerk and Cllr Checksfield to attend.
- Louise St John Howe re hearing sessions to examine Local Plan.

Clerk to deal

Clerk to confirm attendance

Clerk to deal

14. Reports from Councillors

- It was confirmed that the damaged bench on Bay Hill steps has now been replaced.
- SFV report from WCCP received - to be added to website.

Cllr Checksfield to deal

15. Village Maintenance / Matters affecting the Village

- a) Playing field inspections for July and August completed by Cllr Blake. Clerk advised she had yet to hear re ROSPA inspection which should have taken place in August.
- b) Cllr Simcox to speak to VJ at shop. The yew tree at Post Office Corner to be used for lights this year (Village Hall lights will be on 2nd December).
- c) Clerk had prepared a draft job description. It was agreed that a working party be formed to take this forward, to make recommendations to full Council.
- d) Re Highways request to fund interactive sign on A258 - this to be taken to next Dover Area KALC meeting.

Clerk to chase

Clerk to speak to Chair

Cllrs Blake and Checksfield to deal

16. Matters arising

The following items to be added to the next agenda:-

- 80th anniversary of D-Day celebrations.
- Owner of Walleys Cottages re farm plans.
- Village signage for local businesses (Cllr Fulford).

Clerk to deal

There being no further business, the meeting closed at 9.10 pm

1). COMMUNITY IMPACT FUND

DDC have launched an £85,000 Cost of Living Community Impact Fund and a webpage providing information and resources to help residents cope with the rising costs of everyday living. Officers from DDC's community team and benefit advisers will be working with the Department for Work and Pensions (DWP), Citizens Advice Bureau (CAB), and other local voluntary sector organisations to deliver support to communities most in need. The group includes:

- Dover & Deal Food Banks

- Sandwich Age Concern

- Deal Age UK

- Dover Riverside Centre

- Dover Outreach Centre

- Dover District Disability Forum

- Homestart

- Bechange Aylesham

Alongside a new webpage which will give practical advice and information on how to save money and budget during the cost-of-living crisis, DDC's Community Roots van will also visit communities across the district to help spread the message to those not online. Applications for funding from the new Cost of Living Community Impact Fund open in October 2023. The Fund is designed to support projects that help bridge the cost-of-living gap and is open to applicants, including registered charities, constituted community groups, and not-for-profit community interest companies.

2). LOCAL PLAN HEARINGS

The Inspectors will be holding the hearing sessions over four weeks, with the sessions opening on **Tuesday 14 November at 10.00 am**

The first three weeks of the hearing sessions will take place in person at the **Council Offices, White Cliffs Business Park, Whitfield, Dover, CT16 3PJ**. The Hearing sessions in week 4 will take place virtually using Microsoft Teams. The time, venue and format of each session is set out in the Examination Hearings Programme.

Week 1 - Tuesday 14 November - Friday 17 November

Week 2 - Tuesday 21 November - Friday 24 November

Week 3 - Tuesday 5 December - Friday 8 December

Week 4 - Tuesday 12 December - Friday 15 December

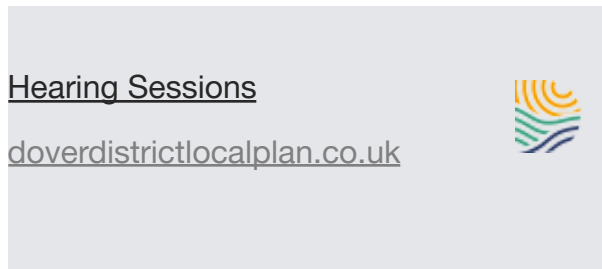
The following documents relating to the hearings have now been published:

ED13 Inspectors' Examination Guidance Notes (V.1)

ED14 Inspectors' Matters, Issues and Questions (V.1)

ED15 Examination Hearings Programme (V.1)

These documents can all be viewed on the hearing sessions page via the link below.



The Inspectors' Guidance Note sets out the procedures that will be followed during the Examination, including full details on registering if you wish to take part in any of the hearing sessions (paras 22-25) and the provision of hearing statements (paras 26-31).

Please Note: If you would like to take part in the hearing sessions you will need to notify the Programme Officer, Louise St John Howe, of this, even if you indicated that you wished to participate in your response to the Council's invitation to comment on the soundness of the submission draft of the Local Plan. (Regulation 19/20). Her email address is Louise St John Howe <louise@poservices.co.uk>

Only those people seeking to change the Plan, and who have duly made representations, have a right to participate in the hearing sessions.

Key dates for the Examination: -

- **Deadline** to confirm with me if you wish to exercise your right to be heard if you made a relevant representation seeking a change to the Plan, indicating the appropriate Matter and Hearing session - **5.00 pm Wednesday 20 September 2023**
- **Hearing Statement Deadline: 5.00 pm Wednesday 18 October 2023.**
- **Opening of the Hearings: 10.00 am Tuesday 14 November 2023.**
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If anything is unclear or if you have any queries in relation to the hearing sessions or the Examination in general, please do not hesitate to contact the programme officer and she will be happy to help.

3). GARDEN WASTE BINS

The Council's existing garden waste collection service is based on the presentation of reusable sacks for the containment of the garden waste. The collection crews are exposed to increased risk of musculo-skeletal injuries when these sacks exceed the maximum permitted weight of 20kg. Tonight the DDC Cabinet voted to replace these sacks with a wheeled bin instead. They propose to utilise the Green Redeem funding, currently held in earmarked

reserves, to purchase the initial supply of 240L plastic wheeled bins, for free supply to eligible subscribers of the 2024/25 service year, in order to facilitate this transition. For eligible properties that are unable to accommodate a wheeled bin, or where on inspection it is deemed that a wheeled bin cannot be safely accessed and moved from the property by the collection operatives, it is proposed to offer a voucher for a free 220L plastic home garden waste composter.

Once the revised service has been launched as described, arrangements will be established for future subscribers to the service. It is proposed that from Year 2 (i.e., 2025/26), all subscribers requiring bins will be charged at a rate of £40 per bin, plus 2024/25 - and subsequent annual inflationary adjustments - as determined as part of the annual review of Fees and Charges. The current DDC annual subscription fee is £58 for a 25-alternate week service utilising reusable sacks. It is proposed that the 2024/25 subscription, utilising 240L wheeled bins, retains this charge as a basis, and will be reviewed as part of forthcoming annual review of Fees and Charges.

LOCAL ISSUES

1) REPAIRS TO POTHOLES ON EXIT TO REACH RD CAR PARK

This work was completed on 23rd August.

2). THE LOOKOUT, GRANVILLE RD – DOV/23/00153

The complaint has now reached Stage 2 and has been answered upholding the process undertaken by planning services. The resident remains unhappy. replied to the officer who had investigated the Stage 2 complaint on 19th August. The next stage would be for him to pursue his complaint with the Local Authority Ombudsman. He responded to the officer with a number of further questions but I have heard nothing further since.

3). VILLAGE CAR PARK FLOODING

This was raised by Jane on 5th July and referred to Property Services by Ollie the same day. On 17th July Keith Watson reported that he cleared all the drains apart from one. The drainage run was thick solid with fibrous tree roots and so the jet washer could only clear so much under the water pressure. Consequently, they need a specialist visit with a machine that sends down a small root cutter as opposed to the jet washer process. They have a couple of other car parks that suffer with this so will plan another visit before autumn arrives.

4). VEGETATION FROM THE CHURCH OBSTRUCTING THE FOOTPATH

We contacted Darran Solley and he agreed to attend to it. Can the PC confirm that this was done?

5). PERMISSION FOR BOWLS CLUB TO USE CAR PARK IN KINGSDOWN RD

On 17th July Housing replied to confirm that the land remained for residents parking only.

6). COMPLAINTS OVER THE STATE OF THE BAY CAR PARK TOILETS

We have been in discussions with Property Services who are liaising with the contractors to resolve the issues.

7). REPORTS OF ILLEGAL DEVELOPMENT ON LAND CLOSE TO WALLETS COURT

The matter was reported to Planning Enforcement on 22nd August who have initiated an investigation ref: ENF/23/00311. Latest update stated: A site visit has been carried out by the investigating officer, where breaches of planning control have been identified. The landowners will be submitting a planning application in the next two

weeks. The investigating officer will be reviewing the case in two weeks and in the event of a planning application being submitted, in accordance with the Council's Planning Enforcement Plan and Government Guidance, will allow the application to be determined before considering next steps.

8). SCHOOL BUS SERVICES

Numerous complaints on 7th September from both St Margaret's and Guston stating that the buses were turning up at the villages full and not collecting the children. It transpired that two of the buses had been taken off the service so they were leaving Deal already fully laden. We reported the matter to the operating manager for Stagecoach who arranged for inspectors to attend the service and monitor the situation. Later we were advised that additional buses would be placed on the service on the 8th and that it would be fully monitored next week. We received reports from Guston that day that the service had returned to normal. Was this the case in St Margaret's?