

Minutes of Dymchurch Parish Council held on Monday 7th September 2020 at 7pm.

The meeting was held online under the following legislation The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

MINUTES

Present:

Clr D Coker (Chair)
Clr J Williams
Clr D Noonan

Clr C Young (Vice Chair)
Clr C McCreedy
Clr J Carr

Clr D Young
Clr M Wright
Clr S Leverick

Also present- Mr J Lawrence- Parish Clerk
Mr A Lawson- Finance and Projects Officer

District Cllr. T Mullard and three members of the public.

- 1. APOLOGIES.** Members are reminded of the need to tender apologies with the reason for absence direct to the Clerk if they are unable to attend.

All members present

- 2. DECLARATIONS OF INTEREST**

- To declare any personal interests in items on the agenda and their nature.
- To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

No declarations Made

- 3. MINUTES OF THE PREVIOUS MEETING-** held on the 29th July 2020 to be agreed by members present. These minutes will be signed at the next available physical meeting of the Parish Council.

The minutes of the previous meeting were agreed and accepted by members present.

- 4. UPDATE ON ACTIONS FROM PREVIOUS MEETING and CLERKS REPORT**

All actions were reviewed, and the following matters were raised for further attention-

- Regarding the litter picking station which is on order. Members hoped that this would be installed by the 26th which is the date of the Great September Litter Pick. Members agreed that the Council would support this event by purchasing bin bags and offering free refreshments to be served from the sea wall kiosk.**

The Council also wished to send their thanks to all the volunteer litter pickers who have been instrumental in keeping Dymchurch clean and tidy throughout the Summer.

ACTION- Clerk to order bin bags for the volunteers
Mr Lawson to arrange for the kiosk to be open on the 26th for the volunteers
Clerk to write to the volunteers on behalf of the Council to express their thanks and appreciation of their work

- b. Regarding the installation of the Memorial Bench it was suggested that when the installation is agreed that the RBL are to be contacted to ensure full recognition of their contribution is made.

ACTION- Clerk to contact the RBL when the bench has been installed and Mr G Withers who suggested this as an idea.

5. CORRESPONDENCE AND COMMUNICATIONS

In circulation

All correspondence was noted the following required further action-

- a. Member of the public emailed with concerns about cycling on the seawall and jet skis-

After a full discussion it was agreed as follows-

- I. Additional signage would be requested from Shepway to highlight the shared use of the seawall between pedestrians and cyclists-
Discussions did take place regarding demarcation of pedestrian and cycle lanes, but concern was raised that this would encourage cyclist to cycle even faster believing that the way would be clear.
- II. It was agreed that the cost of reinstating the guidance buoys at Highknock slip way would be researched to encourage jet skis to operate further out to sea.
- III. It was agreed a request would be made for thee sign previously at Highknock slip to be replaced.

- b. Member of the Day of Syn has asked for temporary permission to store items at the Pavilion.

After discussion members agreed to the request adding that the locks will need to be upgraded

6. REPORTS FROM OUTSIDE BODIES

- a. County Councillor Martin Whybrow- Emailed report

- I. Reported that the loose manhole cover located near to the arcade is due for repair on the 9th September

- b. District Councillors

District Councillor Terry Mullard- gave a verbal report-
His report included that he is dealing with the increased use of lamp posts to advertise paving. No other matters reported relating to Dymchurch.

- c. KCC Warden- Jon Lodge Emailed report covering the following

- I. He is working with others looking at the anti-social behaviour in St Marys Road and has forwarded this to the Community Safety Unit as a hotspot.
- II. He has been working with residents who have been the victims of rogue traders.

- III. He has reported some (and collected others) signs advertising driveways maintenance in the area.
- IV. He has reported the increase use of electric scooters to Kent Police as they have the powers to seize these vehicles if being used to the annoyance of others.

d. Kent Police – PCSO
No report this month

7. PLANNING

Reference Number	Location	Details	COMMENTS
20/1119/FH	13 Sycamore Gardens, Dymchurch, Romney Marsh, TN29 0LA	Erection of ground floor rear extension to form a swimming pool.	No objection except information about how the pool would be vented from the plant room
20/1123/FH	13 Sycamore Gardens, Dymchurch, Romney Marsh, TN29 0LA	Proposal for the replacement of existing dormer widow to front elevation with new dormer to include French doors and balcony. New windows to ground floor arches and replacement window with door to reception room at rear of elevation. Replacement of UPVC front door with timber door.	No comments Carried unanimously
20/1167/FH	13 Sycamore Gardens, Dymchurch, Romney Marsh, TN29 0LA	Demolition of existing garage and erection of replacement garage and gym at ground floor, studio / home office at first floor	No comments Carried unanimously
20/1183/FH	5 Marine Avenue, Dymchurch TN290TR	Single storey extension side extension to existing dwelling	No comments Carried unanimously

8. FINANCE

- a. Breakdown of expenditure/income since last meeting
- b. Authorisation of Payments- Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.

The finances were reviewed by members present and no comments raised- See Appendix 1 for details

9. SEA WALL KIOSK

Mr A Lawson will present a report regarding the Summer operation of the Kiosk by Dymchurch Parish Council.

Mr Lawson gave a full report- A copy of the break down can be seen at appendix 2- Members of the Council wished to express their thanks to Mr Lawson for his hard work over the summer running the kiosk in addition to his other duties.

10. PAVILION WORKING GROUP

Members will discuss the creation of a working group to oversee the transition of management of the Pavilion to the Friends of Dymchurch recreation Ground Charity.

After a full discussion it was proposed by Cllr McCreedy and Seconded by Cllr Young that a working group be formed- This was agreed unanimously.

The following members will form part of the working group with representatives from the Friends of Dymchurch recreation Ground Charity.

Cllr C McCreedy, Cllr D Young and Cllr M Wright.

ACTION- The Clerk will arrange the first meeting and inform members of the working group.

11. DYMCHURCH RECREATION GROUND- ANTI SOCIAL BEHAVIOUR

Members will discuss and identify options to support a reduction in the reports of Anti-Social Behaviour reported at the recreation ground.

Members acknowledged the rise in antisocial behaviour in and around the recreation ground which historically rises through the Summer months. The Clerk informed members he had been in contact with some residents who were suffering currently. The matters have been reported to the Community Safety Unit who will look at the location and potential victims of anti-social behaviour.

It was agreed that the following actions would be taken

- a) Review of the CCTV system currently in situ at the Pavilion
- b) Identify if additional CCTV provision can be installed in better locations
- c) Additional Signage

12. CEMETERY

Members will discuss the current arrangements for management of the cemetery.

It was reported that since requesting the agenda item ownership for maintenance had now been confirmed. However, after discussion it was agreed that.

- a. A notice is to be installed asking users to only deposit green waste to reduce the amount of plastics being dumped on site.
- b. A map to be placed in the notice board indicating where the water tap and areas of the cemetery are located.

13. SPEED LIMIT- HYTHE ROAD DYMCHURCH

Members will discuss the proposal to request the area covered by the speed limit of 30 mph is extended to cover the residential area near to the Martello Tower at the seawall A259.

Members discussed the recent accident in the area of Pear Tree Lane and the speed of vehicle entering the village from both sides.

After a full discussion it was agreed that:

- a. The Clerk would contact KCC Highways to instigate a traffic survey with a view to gathering evidence to support the extension of the speed limit to the area of the Martello Tower on the A259 Hythe Road Dymchurch.
- b. The Clerk would instigate a traffic survey around Tesco to re start the project to install a pedestrian crossing at this location for the safety of the public crossing from the beach to Tesco and the residential areas.

14. KCC ELECTRIC VEHICLE CHARGING POINTS GRANTS

Members will discuss the above grant and consider applying for introduction of charging points within the Parish Council Carpark or other suitable location.

After a full discussion members were reminded that they had discussed the installation of electrical charging points in the Parish Council Carpark and felt this would be the best location.

It was agreed unanimously that the Parish Councils interest should be registered in the scheme which has been designed by KCC and the Kent Association of Local Councils. The details can be found at www.jambusterstpms.co.uk.

- 15. DATE OF NEXT MEETING.** 5th October 2020 unless otherwise advised. The meeting will be held online unless stated otherwise and will commence at 7.00pm.

Mr J Lawrence
Clerk to Dymchurch Parish Council
14th September 2020

Dymchurch Parish Council – Finance Summary – September Meeting**Barclays Bank****Current Account**

24/07/2020	Opening Balance		4,550.00
Income			
	Car Park		7,479.95
			7,479.95
Expenses			
	Veolia	142	22.56
	OneCom	143	119.80
			142.36
Cash at Bank			
21/8/20			<u>11,887.59</u>

Savings Account

Opening Balance			11,517.10
Interest			-
Business Savings			<u>11,517.10</u>

Unity**Current Account**

24/05/2020	Opening Balance		5,898.82
Income			
04/08/2020	Internment		55.00
10/08/2020	F&HDC High Street Fund		27,000.00
11/08/2020	Pay by Phone		2,519.98
	Licence fees		125.00
			29,699.98
Expenses			
03/08/2020	Business Stream	128	27.58
07/08/2020	Land Registry	129	40.00
07/08/2020	Land Registry	130	40.00
	2 Minute	113	
14/08/2020	Foundation		325.00
14/08/2020	PFA	131	20.00
03/08/2020	EDF		102.00

03/08/2020	EDF		78.00	
10/08/2020	EDF		21.00	
				653.58
Cash at Bank				
31/08/20				<u>34,945.22</u>
<u>PayPal</u>				
Opening Balance				4,492.57
Income	Kiosk Sales		14,013.59	
	Cashback		34.73	
				<u>14,048.32</u>
				18,540.89
Expenses				
03/08/2020	Booker	107	292.42	
05/08/2020	Amazon	120	12.99	
05/08/2020	Amazon	121	6.95	
05/08/2020	Consort	119	924.39	
05/08/2020	Amazon	123	13.85	
05/08/2020	Booker	108	315.22	
06/08/2020	Consort	109	805.15	
06/08/2020	Tesco	110	9.00	
11/08/2020	Booker	112	319.25	
12/08/2020	Consort	123	1,726.68	
13/08/2020	Booker	111	158.60	
17/08/2020	Viking	125	47.90	
18/08/2020	Booker	126	229.40	
21/08/2020	Consort	127	952.68	
25/08/2020	Consort	138	363.82	
26/08/2020	Booker	139	155.95	
27/08/2020	Viking	144	41.43	
27/08/2020	RBL	145	25.00	
				6,400.68
Balance as at				
31/8/20				<u>12,140.21</u>

Unity Bank Invoices Awaiting Payment

J Lawrence	Ref: Lenovo	59.90 GBP	Tablet for kiosk
HMRC	Ref: 577PB001835352105	669.27 GBP	Payroll Tax & NI
Contract Security	Ref: inv 58933	403.20 GBP	Coin Collection Service
Trees R Us	Ref: INV 998	900.00 GBP	Burial Ground
M Coleman	Ref: inv 6965	828.00 GBP	Regular Grass Cutting
Youngs	Ref: Inv 688732		3.12 GBP
Youngs	Ref: Inv 688731		12.20 GBP
Youngs	Ref: Inv 688730		4.49 GBP
Ashe Alarms	Ref: inv 24497	852.00 GBP	Maintenance Contract
Caxton House Ltd	Ref: Inv 90315	9.00 GBP	PPE
KALC	Ref: 1387718190	60.00 GBP	Web Accessibility Workshop

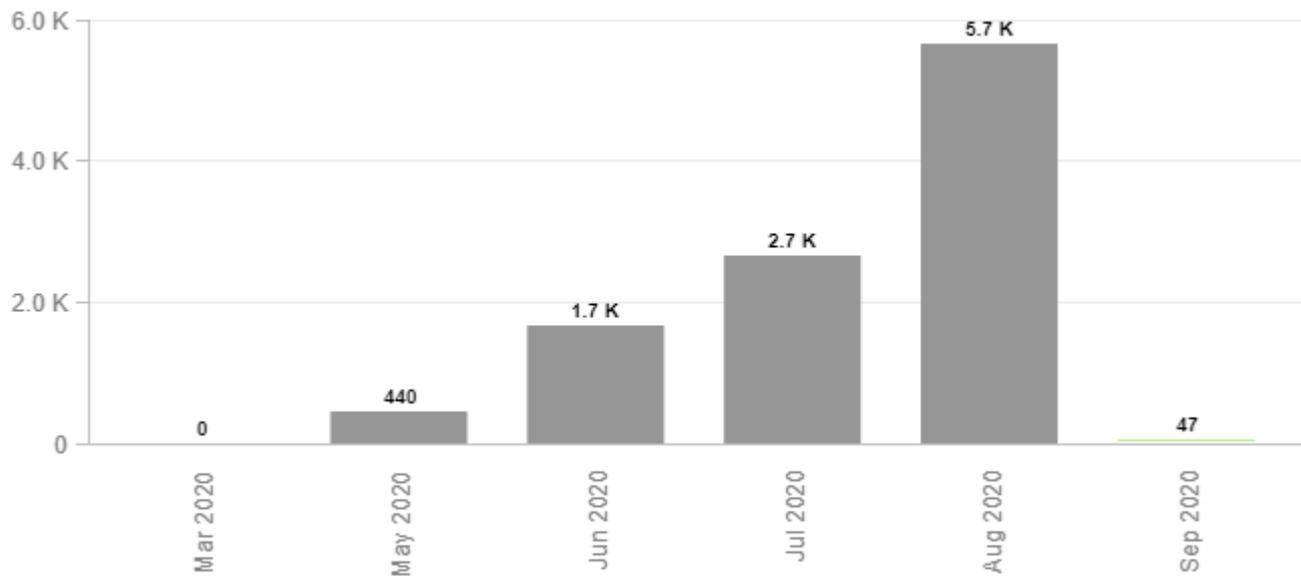
Dymchurch Parish Council

2020/21 Income & Expenditure - Actuals, Budget & F/C

As at 31/08/20

	BUD	ACT	F/C	FC vs BUD	
	2020/21	YTD	Yr to Mar 21	DIFF	
Burial Ground	3,000	1,770	2,630	370	
Bulls Field	10,604	3,807	7,416	3,188	Rates £0.8k, Collection £0.5k, Enforce £0.5k
Highways	8,860	25	4,025	4,835	Noticeboards £3k
Recreation Ground	6,795	2,495	6,830	(35)	
Seawall	15,285	14,826	25,631	(10,346)	Bouy Maint £2k, Kiosk Retail £(11.3)k
Promotion	1,900	-	1,400	500	
Administration	23,357	11,180	25,075	(1,718)	Election Charge £(1)k
Staffing	27,858	15,667	32,595	(4,737)	Kiosk £(4.6)k
Earmarked Funds & Reserves	90,000	32,491	89,491	509	
VAT	-	13,621	19,221	(19,221)	Offset by reclaimed VAT in income
Expenses	187,659	95,882	214,314	(26,655)	
Car Park	37,000	20,212	37,212	212	
Trading Licences	6,350	500	2,500	(3,850)	Offset by Kiosk Retail income
Precept	83,000	41,500	83,000	-	
Other	-	40,742	41,742	41,742	VAT reclaim £20.3k, Kiosk £20.5k
Income	126,350	102,954	164,454	38,104	
Surplus / Deficit	(61,309)	7,073	(49,859)	11,449	

PaybyPhone – Car Park Card Payments



APPENDIX 2

Dymchurch Parish Council
Kiosk Profit & Loss
as at 7th September 2020

£

Sales after card processing fees **21,898.53**

Cost of items sold 10,134.28

Gross profit **11,764.25**

Kiosk Staff Costs 4,607.49

Consumables 150.76

Contribution towards one off costs **7,006.00**

One off Costs 1,257.15

Profit/Loss on stock -

Profit on operating the kiosk **5,748.85**

Stock

Invoices paid 10,805.54

Less cost of ice cream & drinks sold 10,134.28

Estimated cost of stock in hand 671.26