



Minutes of the Dymchurch Parish Council held on at 7pm on Monday 3<sup>rd</sup> July 2023 at the Parish Council Offices Orgarswick Avenue Dymchurch

# MINUTES

## PRESENT-

Cllr. D. Young (Chair)

Cllr. L. Finch

Cllr. A. Pegler

Cllr. C. Mc.Creedy(Vice Chair)

Cllr. C. Cooper

Cllr. A. Weatherhead

Cllr. C. Young

Cllr. M. Wright

## In attendance-

Mr J Lawrence (Parish Clerk) District Councillor T Cooper and 3 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.

**No apologies received.**

- 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 5<sup>th</sup> of June 2023 to be agreed by members present.

The minutes of the previous meeting were proposed for acceptance by Councillor Cooper and seconded by Councillor Wright and were signed by the chair.

- 4. CHAIRMANS REPORT**

The Chair will provide an update on any additional Council activities and meetings attended. The chair reminded members of the policy regarding responding to and answering on behalf of the parish council on various social media platforms. Members were reminded that if they are concerned about responding to any reports to use the Clerk for guidance when necessary.

- 5. COUNCILLORS REPORTS**

Members will update the Committee regarding any meetings or events attended on behalf of the Parish Council.

Councillor Pegler informed members she had attended parish councillor training which he found it very useful. She highlighted an input by the Kent resilience team who impressed the importance of having a local emergency plan.

The Clerk informed the meeting that Dymchurch was covered by the District Council emergency plan and in particular matters relating to flooding incidents.

Councillor McCreedy updated the meeting regarding a recent twinning association visit to Salbris.

It was suggested that the twinning association should encompass more of the community and that an entry should be made in the next parish magazine to encourage more members.

## **6. REPORTS FROM OUTSIDE BODIES**

### **a. KCC COUNCILLOR**

**See Appendix 1 for report-**

In response to the report, it was raised that accepting the impact of violence against women and girls is it appropriate in this day and age to exclude other genders from this project. The clerk will feed back to the KCC Councillor.

### **b. DISTRICT COUNCILLORS**

**Cllr Cooper-**

- Visit made to the Childrens Centre
- A ward Grant has been made to the Dementia Café of £250.00
- The District Council will be moving back to a committee model which will mean that more Councillors and therefore the public will have more of a voice when decisions are made. The District Council have allocated £100,000 to make these changes.
- Cllr Cooper now sits on the Planning and Licencing Committee which also includes Film Classification.
- Monthly surgeries have now started at the Parish Council Offices on the third Saturday of every month.
- The light on St. Mary's Road has now been resolved.
- He is still fighting for residents at Marshlands regarding the installation of a barrier which is preventing easy access to homes.
- He gave an update on the proposed development at High Knocke Farm and assured those present he had read every single email and document relating to the application. Although the application has been rejected there may be an appeal and he will be involved directly with this should he be required. If there is an appeal, we must ensure that the village are aware to ensure that the appropriate response is made.

Cllr Cooper was thanked for his efforts on behalf of the Parish in these various matters.

### **c. KCC WARDEN**

**No report this month**

## **7. MATTERS ARISING (INCLUDING CORRESPONDENCE IN CIRCULATION)**

Thanks given to the Parish Council for the support regarding the High Knock Development Plans, and thanks to Dougie Young for attending the Planning meeting at Folkestone.

Concerns raised over what was believed to have been an ice cream van illegally trading in Dymchurch (SEE CLERKS REPORT)

Reports from residents about Jet Skis being launched from the Main slip way in Dymchurch. Report of motor home being parked in Disabled Bays at Seawall carpark for over two days. Request from WI asking if permission can be given for them to look after a flower trough somewhere in the

village SEE ITEM 14

Thanks, received from visitor to Dymchurch regarding the Beach CAM

## 8. CLERKS REPORT INCLUDING UPDATE

- i. Efforts are underway to finalize work contracts, payroll, and new starter arrangements for Beach wardens. In addition, uniforms including blue t-shirts, polo shirts, baseball caps, fleece, reflective tabard, and coats are being ordered for the new staff. Safety risk assessments for beach and sea wall work are being conducted. Interviews for potential candidates are scheduled for June 30th, marking progress in the recruitment process. Updates will be provided as the recruitment process unfolds.
- ii. Beach Wheelchairs and Lost Children Bands: Consideration is given to purchasing adult and child beach wheelchairs for £5500. Lost Children bands have been ordered to enhance safety.

**It was suggested that rather than buy wheelchairs to look at hiring options before making a purchase. Concerns were also raised as to beach access as the slipway maybe too steep for users of wheelchairs-  
The clerk was asked to look into hiring options for future season and to make enquiries with the EA about beach access.**

- iii. Crossing at Dymchurch Primary School: The possibility of installing a crossing at Dymchurch Primary School is being explored. Kent Highways will conduct pedestrian surveys in areas where crossing is common, seeking input on suitable locations.
- iv. Tower Estate Streetlight Issue: Residents of Tower Estate have reported a non-functioning streetlight issue. Efforts are being made to address this by coordinating with the District Council for a timely update.
- v. Toilet Lights and Security: Adjustments to sea wall toilet lights are planned to prevent illumination into residents' homes. Additionally, signage for the disabled toilet will be added. Security concerns regarding the main slipway gate are being addressed to ensure proper locking mechanisms are in place.
- vi. Concerns raised over what was believed to be an un-licenced Ice cream seller has been resolved- The person has a valid licence to sell anywhere in the District Council Area but for a maximum period of 30 minutes in one location.

## 9. PUBLIC PARTICIPATION/PUBLIC QUESTIONS

Members will propose to adjourn the meeting to allow Public Participation- Standing Orders provide the opportunity for members of the public to speak at Council Meetings- The allotted time for Public Participation is 15 minutes and each person may speak for no longer than 3 minutes. This is however, at the discretion of the chair. At the end of the Public Participation section the Council meeting will resume

No Questions received.

## 10. PLANNING

REFERENCE	ADDRESS	DETAILS	Comments
23/0884/FH	34 High Knocke, Dymchurch, Romney Marsh, TN29 0QD	Lawful development certificate (proposed) for French Doors and Juliet Balconies	Noted
23/0843/FH	14 The Oval, Dymchurch,	Single Garage & Car Ports	No Objections Carried Unanimously

	Romney Marsh, TN29 0LR		
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## **11. FINANCE**

- a.** Breakdown of expenditure/income since last meeting  
No matters raised- See appendix 2.
- b.** Authorisation of Payments - Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.  
For list of payments see appendix 2
- c.** Twinning Association Grant  
After discussion it was proposed by Cllr Young and Seconded by Cllr Cooper to make a grant of £500.00 to the twinning association-  
This was carried unanimously.

**The Clerk was instructed to include information about the Twinning association in the next newsletter.**

- d.** Additional items requiring authorisation.  
A discussion was held to consider whether beach wheelchairs should now be purchased as we now have beach wardens to assist with the hiring of the chairs. It was thought that the slope to the beach would be an issue.  
It was agreed that due to the concerns about access to the beach rather than buy the chairs look at the possibility of hiring the chairs to see if they would be used.  
It was also suggested approaching the Environment Agency to see what the possibility of constructing a multi access slope to the beach which would support all visitors to the beach.

## **12. DYMCHURCH NEIGHBOURHOOD PLAN (Adjourned item)**

Members will debate the value of a neighbourhood plan for the Parish of Dymchurch

After a full discussion it was proposed against creating a neighbourhood Plan for Dymchurch by Cllr Weatherhead and seconded by Cllr Wright- The vote was unanimous against the creation of such a plan at this time.

## **13. CHRISTMAS LIGHTS (Adjourned item)**

Members will decide on the purchase of new Christmas Lights for the High Street.

After discussion it was agreed that the current arrangements for Christmas lights would stand- Static lights plus solar Christmas trees.

## **14. WOMEN'S INSTITUTE REQUEST TO MAINTAIN A FLOWER TROUGH IN THE VILLAGE**

It was agreed that the Clerk would respond to the Women's Institute to advise them that there were no locations available at this time. However, in the new year a new seating area adjacent to the main carpark is to be created and then there may be the option to adopt a trough and maintain it through the Institute.

## **15. PROPOSED CUTS TO STAGECOACH BUS SERVICES**

Members discussed the proposed changes to the timetables meaning that people would have longer journeys to the Hospital at Ashford and have to make several bus changes to get to places. It was understood that this was a commercial decision but affected the day to day lives of local people.

The following actions were agreed:

1. Write to Stagecoach to express concerns about the changes- Cllr Cooper agreed to complete the letter
2. To contact the Romney Marsh Community Hub as they were making plans to introduce a local travel project.

#### **16. GRASS CUTTING DYMCHURCH BURIAL GROUND-**

Members will consider current arrangements for grass cutting at the Burial Ground.

It was highlighted that part of the burial ground is cut by the District Council and the rest by the Parish Council. It was agreed that further information would be needed about the arrangements for cutting the district part of the ground as often this becomes overgrown and does not look good.

A further update will be provided.

#### **17. CYCLING LOWER SEAWALL**

Members will consider options to prevent cycling on the lower wall.

It was agreed that additional signs would be purchased to encourage cyclist to remain on the upper wall. In addition, signage would be checked to see if it was clear enough request people dismount or at least slow down when moving through people in the area of the main slip way which becomes very busy during the summer season.

#### **18. ILLEGAL PARKING VARIOUS ROADS DYMCHURCH**

Members will discuss options to prevent illegal parking.

Members heard that the District Council's enforcement officers can not issue tickets for parking on the footway or verges. However, this is being looked at to be included in their enforcement powers. This should support the issues often seen in Dymchurch. The main point is that when Dymchurch (along with Sandgate) are busy the district the officers will concentrate on these areas only.

It was agreed that the District Councillor would ask questions at Council regarding the additional enforcement powers mentioned in the report.

Private landowners are able to offer additional off-street parking but this would be their decision rather than the Parish Council's.

#### **19. DATE OF NEXT MEETING-** To be held on Monday 4<sup>th</sup> September 2023 at 7pm at the Parish Council Offices Orgarswick Avenue Dymchurch.

## Appendix 1

Kent County Council Report 3rd July 2023 - Jenni Hawkins, Member for Hythe West

1. I was finally given my committee place allocation last Month and will sit on the Adult Social Care Committee, and the Health Reform and Public Health Committee. This made sense due to my experience of working as a registered nurse in the NHS and within social care. I also have a place on the Flood Risk management Committee. I will be attending all three of these for the first time over the next two weeks.

2. Tomorrow morning at 10:00 – 11:30 will be the members briefing regarding Family Hubs where I am likely to find out what has been planned for Dymchurch Children’s Centre. I have been trying to find out information about the Children’s centre and the general feeling about its potential closure. It seems there has been a gradual withdrawal of services from the centre; Senior Early Help Worker, Monica Williams sent me the timetable which includes pre-school sessions on Wednesday and Friday mornings only. There is considerably more on offer at New Romney Children’s centre; however, it will be more difficult for residents of Dymchurch without transport to visit with small children. When I visited Dymchurch School there was a concern about the potential closure but more due to the gradual loss of services and activities there. I will update the parish clerk on the outcome of tomorrow’s briefing.

3. Last month I visited Dymchurch primary School along with District Councillor Tony Cooper and was really impressed with the improvements being made to the school. The SEND teacher has some brilliant ideas and plans, including a sensory garden and renovation of a corridor to include an indoor sensory area for children who may sometimes require a quiet space. The headteacher is very keen to see a safe crossing near the school and I would like to work with Dymchurch Parish Council on this. Please could I be included in any emails about it, and I will attend any meetings that I am able to.

4. £6 million of the allocated funding for highways is to be used to accelerate repairs that are being carried out on winter damage to Kent Highways. Please keep reporting faults via the KCC online reporting tool and email me regarding any that are of particular concern or that don’t appear to have been attended to. I haven’t received any emails regarding potholes in and around Dymchurch recently, so please do make me aware.

5. There was a briefing on the emerging transport plan at KCC, please go to the following link to complete the questionnaire and to have your say. Nothing is set in stone yet, so this is a really good time to speak up for the transport needs of people in Dymchurch. I would love to see improved public transport for the area and buses are included in this plan.  
<https://letstalk.kent.gov.uk/local-transport-plan-5>

6. There has been discussion among KCC cabinet members regarding working with Medway Council to submit an expression of interest in negotiating a devolution

agreement. It looks as though this would most likely include the mayoral model which is controversial due to the power an elected mayor could have. I can send anyone who is interested more information about this as it emerges.

7. Cabinet members also discussed making a case for new nuclear power generation at Dungeness.

8. There are planned cuts to bus services by Stagecoach. Along with district councillors and other parish councils, I have been trying to make the case to Stagecoach not to cut these services. I have also been discussing this with David Brazier (cabinet member for transport at KCC) and officers who are in discussions with Stagecoach. The local consultation period ends on July 11th. As far as I can tell, there is only one bus through Dymchurch that is due to be cut in these proposals and that is the 105 from Lydd which runs once in the morning, but some of the other service cuts may affect residents of Dymchurch. Some councils are writing to Stagecoach with their concerns; if Dymchurch Parish Council decides to do the same then this would need to be sent as early as possible this week before the 11th July deadline.

9. Following a recent survey that showed that women and girls often feel unsafe in public areas, there is an event planned at the Leas Cliff Hall on Friday 7th July from 6 – 8pm where women can go along and express their views. I will be attending the first hour but will have to leave at 7.

**Dymchurch Parish Council**  
**July Finance Summary**

**Bank Reconciliation****Dymchurch Parish Council**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 24/06/2023</b>			
	Cash in Hand 01/04/2023			121,668.30
	<b>ADD</b> Receipts 01/04/2023 - 24/06/2023			75,282.88
				196,951.18
	<b>SUBTRACT</b> Payments 01/04/2023 - 24/06/2023			34,354.76
<b>A</b>	<b>Cash in Hand 24/06/2023</b> (per Cash Book)			<b>162,596.42</b>
	Cash in hand per Bank Statements			
	Petty Cash	24/06/2023	394.41	
	Unity Savings Account	24/06/2023	30,000.00	
	PayPal	24/06/2023	0.00	
	NSI	24/06/2023	95,506.04	
	Barclays Bank Business Reserve	24/06/2023	11,599.80	
	Barclays Bank Current	24/06/2023	9,305.59	
	Unity Trust Bank	24/06/2023	16,775.58	
				<b>163,581.42</b>
	Less unrepresented payments			985.00
				162,596.42
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>162,596.42</b>
	<b>A = B Checks out OK</b>			

**Invoices to be Authorised**

24 June 2023 (2023-2024)

**Dymchurch Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
89	24/06/2023		Unity Trust Bank		Trading Right Rent	Environment Agency	X	753.75		753.75
90	24/06/2023		Unity Trust Bank		Foreshore Rent	Environment Agency	X	350.00		350.00
<b>Total</b>								<b>1,103.75</b>		<b>1,103.75</b>



# Invoices Paid in June

24 June 2023 (2023-2024)

## Dymchurch Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
66	01/06/2023		Petty Cash		Mileage	Adrian Lawson	X	8.10		8.10
67	01/06/2023		Petty Cash		Maintenance	Amazon EU	S	3.11	0.62	3.73
68	01/06/2023		Unity Trust Bank		Fencing	D Apps	X	1,300.00		1,300.00
69	05/06/2023		Unity Trust Bank		Grass Cutting	H Coleman	S	567.50	113.50	681.00
70	05/06/2023		Unity Trust Bank		Enforcement	Folkestone & Hythe District C	S	214.28	42.86	257.14
73	05/06/2023		Unity Trust Bank		Electricity	British Gas	L	45.87	2.29	48.16
74	05/06/2023		Unity Trust Bank		Stationery	J H Youngs Ltd	S	3.13	0.63	3.76
75	06/06/2023		Unity Trust Bank		Bedding Plants	Bridge Farm Nursery	X	265.00		265.00
76	15/06/2023		Unity Trust Bank		Slip way Gate	Organswick Forge	E	960.00		960.00
77	15/06/2023		Unity Trust Bank		Slipway Line Marking	Utility Support Services	S	600.00	120.00	720.00
78	19/06/2023		Petty Cash		Webcam repairs	Total Computer Services	Z	60.00		60.00
79	05/06/2023		Petty Cash		Mileage	Dymchurch Parish Council	Z	13.65		13.65
80	21/06/2023		Unity Trust Bank		Fencing	Apps Fencing	Z	1,250.00		1,250.00
81	22/06/2023		Unity Trust Bank		Electricity	Valda Energy Ltd	L	41.90	2.10	44.00
82	16/06/2023		Unity Trust Bank		Water	Castle Water	X	50.75		50.75
83	15/06/2023		Unity Trust Bank		Electricity	British Gas	L	261.52	13.08	274.60
84	16/06/2023		PayPal		Water Bowser	Kingspan Water & Energy	S	354.00	70.80	424.80
85	24/06/2023		PayPal		Memorial Bench	Southern Timber	S	263.18	52.64	315.82
86	12/06/2023		PayPal		1 Zettle Fee	1 Zettle	X	0.44		0.44
87	05/06/2023		PayPal		1 Zettle Fee	1 Zettle	X	0.53		0.53
88	01/06/2023		PayPal		Paper Towel	Hygiene Rolls Direct	S	18.32	3.67	21.99
89	24/06/2023		Unity Trust Bank		Trading Right Rent	Environment Agency	X	753.75		753.75
90	24/06/2023		Unity Trust Bank		Foreshore Rent	Environment Agency	X	350.00		350.00
<b>Total</b>								<b>7,385.03</b>	<b>422.19</b>	<b>7,807.22</b>