



Minutes of the Dymchurch Parish Council meeting held at 7pm on Monday 9th January 2023 at the Parish Council Offices Orgarswick Avenue Dymchurch

MINUTES

Present-

Cllr C. McCreedy (Chair)

Cllr D. Young

Cllr M. Wright

Cllr A. Goode

Cllr.C Young

Also present- Mr J Lawrence- Parish Clerk

5 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.

None 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.

None declared

- 3. MINUTES OF THE PREVIOUS MEETING-** held on the 7th of December 2022 to be agreed by members present.

Proposed by Cllr Young and seconded by Cllr Goode for acceptance the minutes of the previous meeting were signed by the chair.

- 4. 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 raised or received.

- 5. CHAIRMANS REPORT**

The Chair will provide an update on any additional Council activities and meetings attended. Individual members will provide update on any meeting attended on behalf of the Parish Council.

The Chair reported as follows-

- He had attended the New Romney Chairs Charity ball during which Dymchurch Parish Council were thanked for keeping free charging in the Parish Council Carpark during the Winter months.
- An idea has been raised that a representative from each of the Parishes of the Marsh will be used to form a committee to look at Health Provision for the area. Further information was received from a member of the public- Final ideas will be published once it is established.

6. COUNCILLORS REPORTS

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

- Cllr D Young reported he had attended the Shepway Area Committee meeting- The minutes will be published soon.

7. REPORTS FROM OUTSIDE BODIES

- a. **County Councillor- Position Vacant at this time**
- b. **District Councillors- No report this month**
- c. **KCC Warden- No report this month- The Clerk will write to the KCC to confirm cover for the Dymchurch area.**
- d. **PCSO- No report this month- The Clerk informed the meeting that Kent Police may be removing the PCSO posts for Kent as a whole**

8. MATTERS ARISING (INCLUDING CORRESPONDENCE IN CIRCULATION)

- a. Phone call had been received from a resident at her "wits end" about health provision in the Parish- See above Chairs report regarding this subject which will be conveyed to the caller by the Clerk.
- b. Members are informed that a new law is now in force whereby for someone to vote in an election (local elections included) they will need to show a form of identity- Information will be published on this matter by the Clerk.

It was commented that this does not appear to include postal votes.

9. UPDATE ON PREVIOUS ACTIONS- PARISH CLERK

- Disabled Wheelchairs for Beach use is still being researched
- Crossing at Dymchurch Primary School-In summary it does not appear that the traffic and pedestrian survey support the installation of a crossing at the location. The Clerk will fully review the information and bring this to a future meeting.
In relation to the speed issues nearer the Kingsway and Sands Estates- potential for changes in signage have been suggested but the expansion of the 30MPH limit do not appear to be possible.
- Residents Car Parking Permits will be in sale from the Parish Office from February
- The Clerk has liaised with Ashford Monitoring Centre who monitor the Dymchurch CCTV- It appears they do not keep a record of how often they are called upon to download information. There are alternative companies, and this would be considered in future.
- The Clerk is consulting CCTV installers Ashe Alarms to find a solution to regain the view along the Highstreet after the construction of the new flats at the Slip Way.

10. PLANNING

Reference	Address	Details	Comments
22/1900/FH (Adjourned Matter from Previous Meeting)	19 Mill Road, Dymchurch, Romney Marsh, TN29 0NY	Outline planning application with all matters reserved for the erection of chalet bungalow and associated facilities.	No objections to the building however concerns regarding the increase in traffic at the junction, due to the location of the established entrance.
22/2194/FH	3 Green Meadows, Dymchurch, Romney Marsh, TN29 0JS	Lawful Development Certificate (proposed) for the erection of a rear and side extension to replace existing garage.	Noted

22/2093/FH	137 High Street, Dymchurch, Romney Marsh, TN29 OLD	Proposed single-storey rear pitched roof extension and proposed solar panels to front elevation roof slopes	No objections
------------	--	--	---------------

11. FINANCE

- a. Breakdown of expenditure/income since last meeting
Finances noted see appendix 1- No issues raised
- b. Authorisation of Payments - Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.
See appendix 1- Payments approved- These will be authorised by Cllrs Young and McCreedy
- c. Additional items requiring authorisation.
 - i. **(ADJOURNED MATTER)** To approve landscaping quote for memorial garden Slipway Dymchurch –
After debate- it was proposed by Cllr Goode and seconded by Cllr C Young to accept the quote for the landscaping-
 - ii. To consider purchase of Parish Council Notice Board for Orgarswick Avenue Venue
It was proposed by Cllr D Young and seconded by Cllr C Young to allow a budget of £2000.00 to buy and install a new Parish council notice board at the Parish Council Offices- this was agreed unanimously.
 - iii. Newsletter Distribution Costs- Updated information-
After discussion it was agreed by members present that as this would be the last Newsletter of this administration that current Council members would devolve the newsletter to ensure that it gets to every household in the Parish.
- d. Appointment of Internal Auditor for 2022-2023-
It was agreed by members present that Lionel Robbins would be appointed as Internal Auditor.

12. (ADJOURNED MATTER) CASUAL VACANCIES-DYMCHURCH PARISH COUNCIL

Members will acknowledge the recent vacancies and consider the Council's Powers to Co-Opt to the Council.

The Council were pleased to acknowledge that 4 members of the community had put their names forward to be co-opted onto the Council. Three of those had attended the meeting.

After discussion it was proposed by Cllr. McCreedy and seconded by Cllr Young that the Council would NOT use their co-opting powers and the vacancies would remain empty.

Thanking those who had attended the Council explained that due to the amount of time left within the administration (three meetings) and the need for holding interviews, together with several items of unfinished business it would not be practical to engage new Cllrs- All were advised to stand in the up-and-coming elections in May to ensure that a proper democratic decision can be made on those representing our Parish.

13. PAVILION UPDATE

Members heard that the exhibition was well put together, but numbers attending were not high. Full details of the exhibition will be provided in future-

Members raised concerns that the lease between the Parish Council and The Friends of Dymchurch recreation Ground Charity had not been signed although it had been agreed.

It was agreed that this should be followed up as a matter of urgency.

ACTION- Clerk to follow this up

14. TRADING LICENCE- DONKEY HIRE

To consider agreeing Donkey Hire Licence for Dymchurch Beach.

It was proposed by Cllr Young that this Matter should be heard in closed session- Due to discussing personal information

It was agreed unanimously to move this matter to the closed session-

It was agreed that this re introduction of Donkeys on the beach was a great addition to the Village and will support tourism in the area. Concerns over welfare and treatment of the Donkeys has been considered and the operator is fully insured, has a good reputation for animal welfare and is also very approachable if any concerns are identified.

15. WATER BATHING QUALITY CONCERNS-

To consider the concerns raised by District Councillor Meyers regarding the water quality report at our adjacent Parish St Mary's Bay.

It was noted by the Council that the last reading of water quality for Dymchurch was completed in September 2022 and found to be good. The next reading will be taken in May 2023.

There is a concern of how close St Marys Bay is to Dymchurch and the have a poor bathing water quality score meaning people are advised not to swim in the sea for a year. The question is how could this affect tourism and the economy of Dymchurch if Sea bathing quality fall below the current levels.

The Clerk advised members he had written to the Secretary of State for the Environment to obtain a response from the Government on how this type of issue will be firstly monitored, raised to Parishes and what if any sanctions are issued to those causing the pollution.

The Clerk was also asked to find out if interim samples can be taken between seasons to have advanced information for the next season.

16. ITEMS FOR CONSIDERATION AT THE NEXT MEETING.

No matters raised

17. DATE OF NEXT MEETING- Monday 6th February 2023 at 7pm – At the Parish Council Offices Orgarswick Avenue Dymchurch.

Noted

CLOSED SESSION

ITEM 14 from Above-

After discussion it was agreed unanimously to grant a licence for donkey hire on the foreshore renewable yearly- This contract will attract a yearly rise in cost.

18. GRASS CUTTING CONTRACT-

To consider grass cutting contract for 2023-2024 from tenders supplied.

The Clerk informed members that the grass tender had been sent to four companies- Two of which were unable or unwilling to provide a quote for 12 months from March 2023- February 2024.

Of the two remaining tenders- it was proposed that the tender from McColeman be accepted by the Parish Council.

A vote was held-

4 for

1 Against

There being no other matters to be discussed the meeting was closed at 2100hrs.

Appendix 1

Dymchurch Parish Council
Finance Summary – to 31/12/22

Bank Reconciliation to 31/12/2022

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/12/2022		
	Cash in Hand 01/04/2022		157,961.42
	ADD		
	Receipts 01/04/2022 - 31/12/2022		139,207.81
			297,169.23
	SUBTRACT		
	Payments 01/04/2022 - 31/12/2022		131,387.18
A	Cash in Hand 31/12/2022 (per Cash Book)		165,782.05
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2022	127.74	
	PayPal 28/12/2022	4.57	
	NSI 31/12/2022	95,417.24	
	Barclays Bank Business Reserve 23/11/2022	11,561.31	
	Barclays Bank Current 23/12/2022	43,246.26	
	Unity Trust Bank 31/12/2022	17,083.77	
			167,440.89
	Less unrepresented payments		1,658.84
			165,782.05
	Plus unrepresented receipts		
B	Adjusted Bank Balance		165,782.05
	A = B Checks out OK		

Invoices awaiting authorisation

1 January 2023 (2022-2023)

Dymchurch Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
239 Repairs & Maintenance	20/12/2022		Unity Trust Bank		Maintenance	Seymour & Saunders	S	208.80	41.76	250.56
240 CCTV Monitoring	20/12/2022		Unity Trust Bank		CCTV Monitoring	Ashford Borough Council	S	1,131.90	226.38	1,358.28
241 CCTV Licence & repairs	28/12/2022		Unity Trust Bank		CCTV Monitoring	Total Computer Services	X	50.00		50.00
Total								1,390.70	268.14	1,658.84

Expenditure Year to Date

1 January 2023 (2022-2023)

Dymchurch Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Bulls Field Car Park			0.00 (N/A)	6,194.00	11,224.97	-5,030.97 (-81%)	-5,030.97
Burial Ground		3,002.00	3,002.00 (300200)	2,150.00	2,996.70	-846.70 (-39%)	2,155.30
General Maintenance			0.00 (N/A)		3,959.09	-3,959.09 (-395900)	-3,959.09
Highways and Other Village Ameniti			0.00 (N/A)	10,200.00	13,588.65	-3,388.65 (-33%)	-3,388.65
Income	125,488.00	125,121.69	-366.31 (-0%)			0.00 (N/A)	-366.31
Office Costs		215.21	215.21 (215210)	27,697.00	15,210.87	12,486.13 (45%)	12,701.34
Projects			0.00 (N/A)	20,000.00	22,001.98	-2,001.98 (-10%)	-2,001.98
Promotion of the Village			0.00 (N/A)	2,100.00	2,147.34	-47.34 (-2%)	-47.34
Recreation Ground			0.00 (N/A)	4,085.00	8,033.80	-3,948.80 (-96%)	-3,948.80
Seawall			0.00 (N/A)	27,335.00	17,415.96	9,919.04 (36%)	9,919.04
Staffing			0.00 (N/A)	29,200.00	24,621.11	4,578.89 (15%)	4,578.89
NET TOTAL	125,488.00	128,338.90	2,850.90 (2%)	128,961.00	121,200.47	7,760.53 (6%)	10,611.43

Total for ALL Cost Centres	128,338.90	121,200.47
V.A.T.	10,868.91	10,186.71
GROSS TOTAL	139,207.81	131,387.18