



Minutes of the Dymchurch Parish Council meeting held on Monday 1st July 2019 at 7pm in the Committee Room of the Parish Council Offices 13 Orgarswick Road Dymchurch.

MINUTES

- 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.

Cllr D Noonan and Cllr M Wright tendered their apologies to the Clerk

- 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.

There were no declarations of interest relevant to the Agenda

- 3. MINUTES OF THE PREVIOUS MEETING** held on 3rd June 2019 to be agreed and signed as a true record.

The minutes of the previous meeting were accepted as a true record and duly signed by the Chair.

In order to allow contributors to leave the meeting if they wished agenda items 15, 8 and 7a were heard:

Item 15 VILLAGE POST OFFICE

The Post Master of Dymchurch Post Office, Mr Chris Grant, addressed members to explain the plight of traditional post offices and the threat of closure with a move to shop based counters. Mr Grant submitted a report to members (Available from the Clerk) which outlined the potential threat to between 500 and 600 offices. The fear is that losing the post office in Dymchurch would mean the loss of many services provided by the establishment meaning residents would have to travel out of the village for some basic banking services and the more traditional services provided by the Post Office.

After a discussion in which members showed their full support to the Post Office it was proposed by the Chair that Dymchurch Parish Council write to the Prime Minister, Kelly Tolhurst MP (the Post Offices Minister and the local MP Damian Collins to outline our concerns and in support of not just our post office but the retention of local traditional post offices.

This was seconded by Cllr Williams

A vote was taken which was carried unanimously

ACTION- Clerk to draft letter for approval to those mentioned above

Item 8 CLICK2CYCLE

Sam Carney gave a presentation to the Council and supplied a booklet explain the history of the company and its aspirations. Dymchurch is seen as the next link in the chain of Cycle stations run by the company.

It was explained that the cycles would be installed at no cost to the Council and the company would wish to have a three year lease in the location that was finally chosen.

It was agreed that members would consider the proposal and make a decision at a future meeting and in the meantime the Clerk would maintain contact with Click2cycle.

Item 7.a District Councillors Report- Ian Meyers

Mr Meyers addressed the meeting and outlined the various committees and his job within the Cabinet at Shepway. For full details on Mr Meyer’s role please contact him direct or visit the District Councils website.

The following matters are a summary of matters that are pertinent to Dymchurch

- There is a three million pound fund part of which could be used in the Marsh Area
- He highlighted the High Street Regeneration Programme and the need for the Council to declare an intent to be included.
- In mentioning the Local Plan areas of land have been identified as potential development land and for Dymchurch the areas identified are Green Meadows at the rear of Marshlands and Grasmere at the redundant garage.

Mr Meyers was asked why it was taking so long for Domestic Planning applications to be processed and the simple answer is that there are not the sufficient staff to deal with the workload at this time but action is being taken to address this. As part of his Cabinet responsibilities around Digital Delivery this is one of the areas which is hoped will be streamlined.

4. Update on actions from previous meeting

Number	Details	Owner	Comments
1	Review of standing orders document for any Gender Specific Language	Clerk	Completed
2	Arrange publication of Standing Orders	Clerk	Completed
3	Information required regarding the parameters of the Joint Standards Hearing Committee	Clerk	Completed
4	Engage the services of an Internal Auditor	Clerk	Completed
5	Inform external Auditor Regarding the delay in submitting audit	Clerk	Completed
6	Supply Asbestos report on the Pavilion which was requested during the meeting	Clerk	To be arranged
7	Agreement on whether Beech Activities would take place	All members	See comments below
8	Invite author of letter regarding the sweeping of the sea wall to the Council meeting	Clerk	Ongoing
9	Bowery House Planning application- Write to Enterprise Inn, Planning department and Environmental Enforcement Officers	Clerk	Ongoing
10	Write to Planning department to request extension of current planning applications to allow DPC to make comments	Clerk	Completed

Matters arising from review of actions-

- a. It was proposed by Cllr. Coker and seconded by Cllr Redding that a meeting should be held with the organisers of the Beach Entertainment to renegotiate the terms of engagement to ensure the Council are better informed

VOTE FOR- 4
 AGAINST 1
 ABSTAIN 1

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

- a. Are there any plans for an additional crossing to get across the A259 may be in the area of Tesco?

The Council responded by explaining that the Assets and Amenities group will be considering this.

- b. Are the Council going to consider using the Recreation Ground for any summer events?
The Council responded that consideration is being given to leasing the Pavilion and grounds to a Charitable Incorporated Organisation. This would allow them to run the area in the interests of the community and plan events in the future.

6. CORRESPONDENCE AND COMMUNICATIONS

- a. E mail dated 19th June- asking if it is permissible to ride horses on the beach
ACTION- Clerk to review Bye-laws and respond to author

- b. Visit to office- Member of the public asking if permission can be given to her to train her dogs on the Recreation ground. This would involve putting jumps and ramps on the grass area and would be carried out way form the play area

It was agreed that permission would be granted.

ACTION- Clerk to respond to visitor

- c. Member of the public has asked for clarification as to whether the Current car parking charges are lawful- The reasons for this query are as follows-
In DPC minutes 077/sept/2018 Car park Charges were proposed and carried unanimously as follows-

20p Half Hour stay

Up to one hour 50p

Up to three hours £5

All day parking £10

Residents permits £25 and those employed in Dymchurch £30.00 to be charged between Easter.1st April until October. It was voted that these charges would not increase for 4 years-

In the minutes 081/October/2018

Clarification was requested on two of the proposed charges before a TPO was submitted-
These were confirmed as up to one hour £1.00 and up to 4 hours £5.00

This has been queried firstly because of the original vote and also whether if a fixed penalty notice was issued would this be open to dispute.

After discussion it was agreed that this would be added as an agenda item for a future meeting.

ACTION- item to be added as an agenda item for a future meeting.

- d. From a resident- Can it be clarified as to the status of Millennium Field- Minutes dated 081/October/2018 an item introduced by Cllr Blackwell at the time expressing disappointment that the area was not being kept in a good state and should be an area of amenity. Research was requested. The Minute 083/November/2018 records that Millennium Filed is an area of recreation for residents of Country's Field. There are concerns that this is not the case and further clarification is required.

ACTION- Clerk to research and update members

- e. E mail dated 13th June- Advertising the National Association of Local Councils Annual Conference 28th and 29th October 2019-

It was agreed that this was too expensive to send a representative.

- f. E mail dated the 10th June- Re: old boathouse Seawall Dymchurch
The application to convert to a single dwelling (restaurant usage already granted) has stalled. We are keen to get started on this project, which will greatly improve the look of that part of the seawall. The Parish have already sanctioned this project. We would appreciate it if Parish could put pressure on the planners to push this application through

As discussed above planning applications are being processed more slowly at the moment due to staff shortages at the planning department. Cllr Meyers offered to look into this should the Clerk not be able to identify the current status of the application.

ACTION- Clerk to research application and update members of the public.

- g. Can it be clarified as to whether permission was granted for the tenants at the Kiosk near the slip way to park at the rear of the units in question-A business is parking on the seawall is this also permitted.

ACTION- Clerk to review licences and update tenants

7. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

- a. **District Councillor's Report**
- b. **County Councillor's Report**
- c. **Community Warden's Report**
- d. **PCSO's Report**

8. CLICK2CYCLE

Members will hear a presentation from Samuel Carney to include Dymchurch in the Click2Cycle Scheme

Please see above entry.

9. PLANNING

Y19/0484/FH / IH 1 LOWER SANDS DYMCHURCH ROMNEY MARSH KENT

Erection of single storey rear extension and front porch canopy, together with loft conversion including installation of front dormer, rear inset dormer with balcony and insertion of side roof lights.

DECISION- No objections- Carried unanimously

Y19/0358/FH 22 DENHAM CLOSE DYMCHURCH ROMNEY MARSH KENT

Erection of first floor side extension

DECISION- No objections-Carried unanimously

10. FINANCE

- a. Breakdown of expenditure/income since last meeting
See Appendix 1

b. Budget Forecast update
No matters raised

c. Signing of Cheques
Due to access issues to the bank account cheques will be checked and signed outside of the meeting and reviewed as correct at the next meeting.

11. ANNUAL GOVERNANCE STATEMENT 2018/2019

Members will acknowledge the annual Governance Statement 2018/2019

The accounting statement was read to those members present. The statement was then signed by the Chair and the Parish Clerk.

12. ACCOUNTING STATEMENT 2018/2019

Members will review and acknowledge the accounting statement for 2018/2019

The Accounting statement previously circulated to members was reviewed and having been signed by the Responsible Financial Officer for the Council was duly signed by the Chair.

13. REPORTS FROM SUBCOMMITTEES AND WORKING GROUPS

a. Assets and Amenities Group

Cllr Young explained that no official meeting had taken place for this group and at this time a list of priorities is being made.

14. PAVILION

Members will discuss and consider the appointment of a surveyor

After discussion it was proposed by Cllr. Young and seconded by Cllr. Carr that the Pavilion should be surveyed prior to any future decision made on its use or development.

A vote was taken which was unanimous

ACTION- Clerk to arrange for the building to be surveyed.

15. VILLAGE POST OFFICE

Members will discuss concerns regarding the future of the Post Office in Dymchurch

Please see above entry.

16. PARKING PERMITS

Members will discuss the recent decision to cease selling permits to villages outside of Dymchurch.

17. USED NEEDLES FOUND AT THE SIDE OF THE FIRE STATION

Members will discuss the above and seek to identify if this is a Parish wide issue

Item adjourned

18. BEACH WARDENS

Item adjourned

19. VILLAGE FLOWERBEDS

The village flower beds in particular those near to the basin are disappearing.

Item adjourned

20. WEBSITE

Members will discuss the current Council website which is not fit for purpose and discuss options for the future

Item adjourned

21. ANY OTHER BUSINESS

22. Proposal to exclude the public to discuss Agenda item 23 and 24

Proposed by Cllr Coker seconded by Cllr Young-
Voted unanimously in favour

23. CONFIRMATION OF RATE OF PAY FOR THE INTERIM CLERK-

This item has been recorded in the confidential minutes held by the Parish Clerk.

24. REVIEW OF SPECIFIC FINANCIAL MATTERS RELATING TO FINANCIAL YEAR 2018-2019 WHICH WILL IDENTIFY PERSONAL DETAILS.

This item has been recorded in the confidential minutes held by the Clerk and is an ongoing matter which will be reviewed by Council

25. DATE OF NEXT MEETING. 5th August 2019 unless otherwise advised. The meeting will be held in the Parish Council Office Committee Room at 7.00pm.

Jeff Lawrence

PARISH CLERK

11th JULY 2019

APPENDIX 1

MONTHLY EXPENDITURE JULY 2019

Barclays Bank £62,052.00
 AVAILABLE BALANCE £62,052.00

INCOME BARCLAYS SINCE LAST REPORT

£3,309.30	Deposit Barclays Daganham
£405.00	Post Office Dymchurch
TOTAL INCOME THIS MONTH	£3,714.30

£65,766.30

AVAILABLE BALANCE

OUTGOING

£1,586.55	Staff Wages	cheque
£507.19	HMRC PAYE and NI	cheque
£265.70	Parking enforcement inv 86469933	cheque
£257.14	Parking enforcement inv 86469920	cheque
£98.26	Violia Waste Disposal	D/D
£219.00	Guy Ashby Grass cutting INV 43657	cheque
£3,875.58	FHDC- Election Fees INV 86469108	cheque
£753.75	Environment Agency INV EST000001758S LICENCE	cheque
£302.40	Contract Security	cheque
£350.00	Environment Agency inv est000001759s LEASE	cheque
£40.00	Dymchurch Methodist Church	cheque
£216.00	Ashe Alarms inv 1551	cheque
£184.00	Guy Ashby Grass cutting INV 43642	cheque
£179.00	Keith Rouse Cleaning- 4 invoices £24.00, £35.00,£60.00, £60.00	cheque
£588.00	Marc Coleman INV 5833	cheque
£41.00	EDF-Pavilion	D/D
£21.00	EDF-Next to British Legion	D/D

TOTAL OUTGOING	£9,305.57
AVAILABLE BALANCE AFTER EXPENDITURE	£56,460.73
TOTAL BALANCE TO BE CARRIED OVER	£56,460.73