



## EYTHORNE PARISH COUNCIL

### Draft Minutes of the Meeting of the Council held

on 09 November 2022 at 6.30 pm, Elvington Community Centre, Eythorne.

**Present:** Cllr M Ledger (Chair), Cllr Butcher, Cllr Hansell, Cllr C Ledger, Cllr Millard, Cllr Morgan-Lovett, Cllr Whitehead (Vice Chair). Cllr D Meehan and Cllr Wright.

**Also, present:** Jo Pannell (Clerk to EPC), Community Warden Juliet West, 13 Members of the public

### 11/1/22. APOLOGIES FOR ABSENCE

No apologies received

### 11/2/22. DECLARATIONS OF INTEREST

There were no declarations under this item.

### 11/3/22. MINUTES

The minutes from the meeting held on the 13<sup>th</sup> of July Council meeting were circulated to members.

**Resolved:** The minutes were agreed as a true record proposed by Cllr Millard seconded by Cllr Butcher and carried. Minutes were signed by the Chair.

### 11/4/22. COMPLETED ACTIONS FROM THE JULY MEETING/MATTERS ARISING

The previous Clerk had circulated the actions to all members prior to the July meeting. The Clerk confirmed that all action from that meeting had been actioned and completed.

### 11/5/22. KCC AND DDC COUNCILLOR AND COMMUNITY WARDEN REPORTS

There were not any KCC Councillors present

#### Dover District Councillor Mrs L Keen

The number 92 bus service has had its final journey leaving the village without a bus service. Cllr Keen has written to KCC and received a response, **which the Clerk will forward to Cllrs.** Cllr Keen explained that it was part of KCC's role to provide subsidies, she informed the meeting that there was a Dover Joint Transportation Advisory Board (DJTAB) taking place on 08 December 2022 at 6.00pm at the Dover District Council offices. Usually, members of the public are not permitted to speak at these meetings but the Chairman of the Board, Cllr Back has agreed that Parish Council Chairs could request to speak at the meeting on this occasion. It was agreed that Cllr M Ledger would attend and speak at the meeting on Eythorne Parish Council's behalf. Cllr Keen noted that the Kingsdown bus service maybe reinstated.

**Action:** The Clerk to email the Clerk of the DJTAB to request that Cllr M Ledger attends to speak, and the Clerk will prepare a short summary of issues to raise.

Dover District Council's Local Plan, Aylesham has a Local Plan Consultation Event to be held on Wednesday 16<sup>th</sup> of November at 6.00pm in Adisham Church. Cllr Whitehead noted her thanks to Cllr Keen's consistent hard work on the withdrawal of buses to the village and the proposed development plans outlined in the Local Plan. Cllr Whitehead continued that the fast-track bus scheme is costing £11 million, this could have been spent keeping the local buses running. Cllr Keen explained that under

S106 Aylsham are securing a 'hopper minibus', so that people will be able to dial up and book a journey in advance. It is hoped that these bookings will form a regular pattern of the journey's people are making, Cllr Keen will enquire if this service could be extended to Eythorne. The service is due to start in January 2023, but it would be better than nothing if the DJTAB refuses to reinstate bus route number 92.

**Report by Community Warden Juliet West:**

- Many dogs this year were adversely affected by fireworks noise which unfortunately caused some dogs to bolt.
- There were several dogs in our area missing, straying or running scared by fireworks related noise.
- All dogs were eventually reunited with their owners thanks to the efforts of many villagers who helped find dogs and locate relevant owners.
- Nuisance bonfire smoke
- Neighbour disputes
- Nuisance noise machinery
- Nuisance noise dog barking
- Overgrown vegetation
- Mud and debris left on road by commercial vehicles
- Litter blown out from back of commercial vehicles
- ASB
- Damage to vehicles
- Theft from vehicles
- Dog fouling
- Inconsiderate parking causing obstruction
- Parking on pavements
- Multiple welfare issues
- Partnership working with other agencies
- Referrals to other agencies

During the last few weeks there had been periods of heavy rain, which had caused flooding in the district and in local areas, Juliet requested members of the public to report any localised flooding and will send the Clerk the contact details to report such incidences to KCC. Cllr Morgan-Lovett asked how people could contact KCC if they did not have access to the internet or a computer? Juliet replied that residents could use the phone to call on the main number.

**Action: Juliet to send contact details to the Clerk**

Community group Let's Eat enjoyed another successful lunch offering a warm space, a lovely meal and an opportunity to meet up with old or make new friends at the community centre. The 'Pop up Cafe' attended the community centre offering free cake and coffee. The Heritage centre enjoyed a very lovely and hugely successful open day.

Juliet asked about the £200 that had previously been agreed for the Let's Eat Lunch Club, this was listed to be discussed later on the agenda.

**Action: Clerk to add to the next meeting agenda.**

Cllr Whitehead wanted clarification if reporting incidents to 101 or via the website if the local PCSO receives the reports? Juliet couldn't clarify as she is not involved within the police but did suggest reporting also to the Community Support Unit at Dover Council by emailing [csu@dover.gov.uk](mailto:csu@dover.gov.uk), if they receive 3 or more reports for the same thing on the same day a response is more likely. There is also a reporting function on the DDC website.

A member of the public asked when the traffic calming work is due to start on Adelaide Road, Cllr Whitehead said this is currently with KCC.

### **11/5/22. PUBLIC CONTRIBUTIONS AND QUESTIONS**

A member of the public explained that she had been campaigning for three years to get a local bus service to Eythorne and has spoken to Britannia Coaches and emailed KCC member Cllr Beaney. She enquired if there was a Parish Councillor available to meet with Cllr Beaney to get this set up but explained that initially it was important to canvas the views of the residents, to find out the appetite for such a service. Cllr Meehan said that he was happy to be involved as a Parish Cllr representative. Cllr Keen enquired if such a service would take the KCC bus pass? It was agreed that the member of the public and Cllr Keen would exchange numbers.

Cllr Whitehead explained that Thanet had a Community Transport scheme, which the Parish Council funded initially for a year, but unfortunately there was not a good uptake of the service, due to people not knowing a lead in time for a doctor's appointment for example. In the second year the Transport company expected individuals to pay a subscription to use the service, but it maybe that people found it easier to order a taxi. Cllr Whitehead noted that dial a ride are successful in other villages. A member of the public explained that the Thanet scheme Cllr Whitehead had mentioned was not feasible because residents are unable to choose a hospital appointment with a specified time and date, therefore this scheme will not work. It is important to remember that some people do not drive, rural areas such as Eythorne need a bus service more than urban areas. This situation may mean that residents are made to think about moving out of the village. Another member of the public explained that there is now no late bus for a return journey to the village from her place of work, she was therefore relying on her children to pick her up from work.

Another member of the public explained that she had to go to Canterbury hospital once a week and usually uses the village bus to get there. Due to the withdrawal of the bus service, she called into Canterbury bus station to ask how she was supposed to get there with no bus service? The gentleman at the bus station suggested that she walked from Eythorne to Aylsham, but due to the distance involved this was not an option for the member of the public. Cllr Whitehead explained that the village had lost the Canterbury bus service as well. Cllr Keen suggested that there must be other schemes available in the County, DDC might have some information on these. Cllr Whitehead explained that KCC had said that they had money available. Cllr Meehan explained that Woodpecker Court had a minibus, but this would require money for a public service vehicle license, maintenance and insurance, such costs would make this prohibited.

### **11/6/22. PLANNING**

#### **Applications:**

#### **22/01421 - 5 The Crescent, Eythorne, CT15 4BB**

Erection of first floor side extension over existing ground floor extension

**Comments close 15.11.2022 – No objections raised**

#### **Late Application:**

None

#### **Decisions:**

#### **22/00262- Forest School Activities and Education Centre, Woodpecker Court, 45 Wigmore Lane, Eythorne, CT154BF**

Erection of 2no. buildings for use as catering unit and classroom, formation of car parking and turning area, installation of solar panels to existing store building, relocation of bin store, use of site for up to 60 students at any one time and occasional community use – **Permission Granted 20.10.2022**

**22/00493 – Barfrestone Court Farm, Barfrestone Road Barfrestone, CT15 7JJ**

Change of use of land/buildings to mixed use agricultural and wedding/events venue, installation of hard surfacing and associated parking provision – **Permission Granted 17.10.2022**

**22/01054 – Bay Tree House, Wigmore Lane, Eythorne, CT15 4AW**

Proposal: Formation of an additional vehicular access – **Permission Granted 14.10.2022**

**22/01061 - Cana, Chapel Hill, Eythorne CT15 4AY**

Proposal: Change of use from care home (C2) to dwellinghouse (C3(a)) – **Permission Granted 12.10.2022**

**21/00626 - Manor Farm Willow Woods Road Little Mongeham CT14 0HR**

Change of use of land to an airfield to include a runway, helipad, erection of 2no. aircraft hangars, flight office and toilets, workshop/plant storage building, glamping for 10no. pitches, associated parking and a vehicular access track – **Permission Refused 12.10.2022**

**CON/19/00856/A – 56 Sandwich Road, Eythorne, CT15 4ED**

3 – Material – **Condition part approved**

**CON/19/00856/A – 56 Sandwich Road, Eythorne, CT15 4ED**

6 – Foul drainage scheme – **Condition approved**

**CON/19/00856/A – 56 Sandwich Road, Eythorne, CT15 4ED**

7- SUDS – **Condition approved**

**11/7/22. FINANCE MATTERS AND AUTHORISATION OF PAYMENTS**

- a) Authorisation of payments/bank reconciliation, circulated prior to the meeting: The invoices as detailed below were agreed for payment, proposed by Cllr Whitehead, seconded by Cllr Morgan-Lovett, unanimously carried.

<b>Finance Report Payments</b>		
<b>Payee</b>	<b>Payment Type</b>	<b>Amount £</b>
J Pannell & S Thomson	October Salary	
KCC LGPS	Pension (October)	£315.70
HMRC	Q2 Tax & NI	£430.04
Idverde	Sep & Oct Mowing	£135.88
Lloyds	CC Monthly fee x 2	£6.00
J Pannell expenses	Poppy wreath	£28.98
S Thomson	Expenses (October)	£69.50
Wicksteed	Playground inspection	£324.00
Countryside Charity magazine	Annual subscription	£36.00
Canterbury Electrical Contractors	Defib installation	£150.00
C Flynn	April to Sep back pay	£591.61

Conclusion of the AGAR audit – this was a retrospective decision, proposed by Cllr Meehan and seconded by Cllr Wright, all present agreed to resolve.

Quarter 2 finance reports had been circulated to Cllrs prior to the meeting. Noted.

To resolve to employ Dynamix accountancy services to undertake the monthly payroll, Cllr Butcher proposed, and Cllr Wright seconded, all present agreed to resolve.

To consider renewing the annual subscription to the Countryside magazine, all present agreed to renew this subscription.

**11/8/22. CORRESPONDENCE**

- All relevant correspondence had been forwarded to Councillors by the Clerk.

### **11/9/22. ALLOTMENTS**

The Clerk reported that there had been some issues with earth being dumped on the site, the lock had been broken off and one of the large water tanks had disappeared. The Clerk will again write to the tenant that still has not paid this year's annual rent.

### **11/10/22. Upgrading the Speed watch equipment**

Cllr Butcher explained to the meeting that Ray had been considering upgrading the existing equipment. Cllr Wright explained that Shepherdswell Parish Council had asked if Eythorne Parish Council would like to share the equipment, but that would mean the Parish Council would have to make a neutral agreement and ensure that it was re-calibrated each time it was used, also if the equipment was damaged in any way repairs would fall to the Parish Council, so this may not be a feasible option. It was suggested that the Clerk contact Alan Watson to find out the likely costs to replace the equipment.

#### **Action: Clerk to contact Alan Watson**

Cllr Millard explained that the current equipment that the Parish Council uses can not force a prosecution. Cllr Millard proposed that the Parish Council should enlist some volunteers to visit Shepherdswell, this was agreed by all Cllrs present.

### **11/14/22 External Auditor**

The Clerk explained that now that PKF Littlejohn's contract had expired, and Smaller Authorities Audit Appointments had secured the contract to act as the external audit for 2022 -2023 up to 2026 – 2027. All Cllrs present agreed to stay with the appointed auditor.

### **11/15/22. Dover District Council Local Plan**

Cllr Morgan-Lovett noted thanks to Mr Holland who had supplied the Parish Council with a Highways report in terms of the impact to the local infrastructure and Highways should the development proposals go ahead. It was agreed that the Clerk would draft some summary pointers for members of the public to be aware of when responding to the consultation document. Cllr Whitehead queried if residents living in the Crescent were aware of the proposed access route to be installed at the rear of the road. Cllr Whitehead asked the Clerk if there could be two posters for the shops advertising DDC visit to Eythorne on Thursday 24<sup>th</sup> November to consult on the Local Plan, this will be between 4.00 and 6.00pm. It was agreed that the Clerk and Mr Holland would draft a proposed response.

#### **Action: The Clerk to summarise some bullet points, request two posters and draft a response to the Local Plan.**

### **11/17/22. Playground inspections**

The Clerk had forwarded the summary of actions from the report, noting that there were no critical issues to act on at present. Cllr Millard explained that the catches on the two wooden gates had been broken off, he thought that 'spring back' catches may be more robust than the current latch catches used. Cllr M. Ledger explained that the Parish Council may need to look at Steel gates in the future.

#### **Action: The Clerk to speak to Cllr Millard about the catches and steel gates to go on December agenda**

### **11/18/22. ANY OTHER MATTERS**

Cllr Butcher had recently attended the Tilmanstone Welfare Club meeting, and had decided not to go again, due to the treatment of her by some of the attendees at the meeting, it appeared to be a very toxic environment and not professional. Cllr M. Ledger thanked Cllr Butcher for attending the meeting and apologised for the way she was treated. It was agreed that the Clerk would draft a letter of complaint for Cllr M. Ledger to send to Tilmanstone Welfare Club on behalf of the Parish Council about the behaviour of the Trustees and copy in CISWO. Cllr Hansell agreed to attend this meeting in Cllr Butcher's place going forward.

Cllr Wright explained that the hedge at Shooters Hill, near Chapel Hill, where it joins north of the Baptist Church is hanging into the road.

**Action: The Clerk will report this onto KCC Highways portal**

To arrange a Litter Pick? This had been requested by a resident at the last meeting, Cllr Millard explained that the roads where there is a lot of litter on Sandwich Road and Wigmore Lane you can not safely litter pick on this road, due to the lack of pavements. Cllr Millard suggested the Clerk contacting Bakkavor to request they litter pick in their vicinity.

**Action: The Clerk to contact Bakkavor**

Cllr Millard suggested putting a Christmas tree on Eythorne roundabout, Cllr M. Ledger asked how this would be lite as there is no power on the site. Cllr Millard replied that battery lights could be used. Cllr Whitehead asked if there was usually a tree? Cllr Wright considered a tree on the roundabout could be dangerous. Cllr Millard suggested asking local businesses to support this. Cllr Whitehead asked why it couldn't be placed on the roundabout? Cllr Morgan-Lovett suggested that there would be a height limit.

**Action: The Clerk will check with KCC Highways if there is a height limit for a tree.**

Donation to the Lunch Club. The Clerk had checked the minutes of a meeting held on 11 November 2020 item 7.a) which resolved to donate £200 to the Community Supermarket project, however as this project did not come to fruition, the decision to make this donation was no longer valid. Therefore, this would need to go onto the next agenda for a new resolution to donate the money to the Lunch Club.

**Action: The Clerk will add the Lunch Club donation to the next agenda for a resolution and check the legislation re: gifting money to the Church.**

Cllr Hansell queried if the Parish Council could make this donation because the club is run by the Church and the Parish Council are not permitted to fund the Church, only for the maintenance of the Clock. Cllr Millard explained that this club was ideally for those that couldn't afford to pay for the lunch, it is run on a donation basis. Cllr Whitehead asked if it was open to all three villages? Cllr Hansell explained that when it was held at the Resource Centre this was the case, but not so sure now. It was agreed that if the Parish Council did donate, it would only be a one-off payment. It was requested that the Vicar attend the next meeting to answer some questions such as who is in charge, who attends and where are they from and is it open to all three villages?

**Action: The Clerk to invite the Vicar to the next meeting**

**The public and press were asked to leave the meeting so that staffing matters could be discussed in a closed meeting.**

**11/19/22. DATE OF NEXT MEETING**

Wednesday 14<sup>th</sup> December 2022, 6.30pm Elvington Community Centre.

**All agreed for the meeting to be held on the 14<sup>th</sup> of December 2022.**

The meeting closed at 8.22 pm.

**TO NOTE** – dates for next year's Parish Council Meetings 2023: 12 April, 10 May Annual Meeting, 14 June, 12 July, no meeting in August, 13 September, 11 October, 08 November, 13 December. 2024 – 11 January, 14 February, 13 March.

Signed \_\_\_\_\_

Date: \_\_\_\_\_

The Chairman: Cllr M Ledger

***Please note these Minutes remain as draft Minutes until the parish council approves them at their next parish council meeting.***