



Minutes of the Dymchurch Parish Council held on Monday 5th September 2022 at 7pm at the Dymchurch Methodist Chapel, Chapel Road Dymchurch

MINUTES

PRESENT

Cllr C McCreedy (Chair)

Cllr C Young

Cllr D Young

Cllr A Weatherhead (Parish and KCC Councillor)

Also, present Mr J Lawrence- Parish Clerk

- 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 Coker- Sickness

Cllr A Goode- Sickness

Cllr S Leverick- Work Commitments

Cllr M Wright- Family Commitment

Cllr D Noonan- Work Commitments

- 2. DECLARATIONS OF INTEREST**

a. To declare any personal interests in items on the agenda and their nature.

b. 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 declared

- 3. SIGNING OF THE ACCEPTANCE OF OFFICE OF COUNCILLOR- Cllr A Weatherhead**

Cllr Andy Weatherhead was welcomed to the Council and signed the acceptance of office in the presence of the Proper Officer of the Council.

- 4. MINUTES OF THE PREVIOUS MEETING-** held on the 4th July 2022 to be agreed by members present.

It was proposed by Cllr C Young and seconded by Cllr D Young to accept the minutes of the previous meeting. This was agreed and the minutes were signed by the chair.

- 5. 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 members of the public were present.

6. CHAIRMANS REPORT

The Chair will provide an update on any additional Council activities and meetings attended.

Cllr McCreedy reported that there had been a successful visit of the twinning association with Salbris. With some positive feedback.

7. COUNCILLORS REPORTS

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

Cllr C Young informed that Council that plans to make Dymchurch a dementia friendly village. A meeting will be held at the Bucket and Spade and Cllr Young will update the Council at a later meeting.

8. REPORTS FROM OUTSIDE BODIES

a. County Councillor

County Cllr Andy Weatherhead informed the Council that due to the summer period there is not much to report. He is pushing for a further review regarding the speed limits on the eastern side of the village along the A259 and this ties in with the recent accidents where a speed sign and a bench have been demolished in two separate incidents.

ACTION- Clerk to liaise with Cllr Weatherhead to get the speed sign and bench replaced.

ACTION- Clerk to liaise with KCC Highways to pursue the extension of the speed limit

In an additional comment it was noted that the speed restriction sign on Eastbridge road is obscured by overgrown foliage.

ACTION- Clerk to report obscured speed limit sign Eastbridge Road

b. District Councillors

Apologies have been received from Cllr Meyers

c. KCC Warden

Warden Grace Walker reports (not present) that a new warden has been recruited for Hythe and Hythe West- Giles Barnard. There were no other matters to raise with the Parish Council

d. PCSO

PCSO Zsinko (not present) reported no concerns for Dymchurch at this time- He will be holding his Police Surgery at Dymchurch Office as normal from tomorrow (6/9/2022)

9. CORRESPONDENCE and COMMUNICATIONS (in circulation)

Below are items which require action-

- a. Concerns regarding the lack of polling cards at the last Parish Council election to fill the Casual Vacancy were raised by member of the public.
It was agreed that this would be debated at future elections and a vote taken- The reason for this is that to issue polling cards costs the Parish in excess of £2000 on top of the costs for holding the election.
- b. A request from a member of the public for a finger post or lamppost sign showing where the Recreation ground is- It was proposed that this was placed at the junction of Mill Road and Eastbridge Road-

ACTION- Clerk to arrange for a finger post sign to be place at the junction of Mill Road and Eastbridge Road indicating the direction of the Recreation Ground.

- c. A resident has raised the concerns about there not being a safe crossing point for children going to school, highlighting the increase of traffic over the years and recent accidents.

It was agreed that this should be further investigated with the use of a Lollypop Crossing. It was mentioned that the local School had been advertising for person to be employed for this purpose, but the vacancy had not been filled.

ACTION- Clerk to investigate options for a crossing or "Lollypop" crossing at the school location

- d. A consultation is now live regarding the Community Infrastructure Levy (CIL) The CIL is a fee that local authorities JULY 2022 Meeting can charge on new development in their area and is an important tool to help deliver the infrastructure needed to support development in the district.

ACTION- Clerk to respond to the consultation on behalf of the Council

- e. A resident of Wraights Field Avenue raised two concerns-
 - i. The state of the play park in Wraights Field Avenue-
The clerk informed members that a meeting is due to be held with the District Council officer with responsibility for this location and will bring this up with him- It was also mentioned that workers had been seen at the park in the last couple of days.
 - ii. Vehicles causing obstructions at the junction of Wraights Field Way and Salbris Close
It was identified that this is not something that the Parish Council has powers to enforce or make changes to the road layout. However, this will be forwarded to the Highways Manager at the District Council.

ACTION-Clerk to contact the highways department regarding traffic management at this junction (Salbris Close and Wraights Field Way)

10. CLERKS REPORT

The Clerk updated members on the actions from the previous minutes- The following matters were raised for attention-

- Toilet Block at the Seawall is described as in a disgusting condition and is currently locked-
ACTION- Clerk to contact District Council for repairs and deep clean to be carried out.
- The District Council owned bench opposite the Ship Inn is in a state of disrepair.
ACTION-Clerk to contact the District Council to affect repairs to this bench.

In addition, the Clerk informed members that Dymchurch Beach had now been voted the Best Beach in Kent on a Kent Live Survey.

A meeting is to be held to discuss the High Knocke slipway This is being arranged as a result of the Parish Council writing to the district Council about safety concerns

A meeting is to be held with the District Council to discuss the management of the land adjacent to the main toilet block in the village to make it more attractive to visitors and residents.

11. Planning Applications for Consideration

Reference No	Address	Details	
22/1049/FH	9 Marine Avenue	Erection of a side extension	No Objections
22/1131/FH	9 Winton Way, Dymchurch, Romney Marsh, TN29 0QH	Loft Conversion with a rear dormer	Application withdrawn
22/1050/FH	34 St Marys Road, Dymchurch, TN29 0PN	Section 73 application for Variation of condition 2 (Drawing Numbers) of application 21/0173/FH for the erection of new detached dwelling upon land adjacent to 34 St Marys Road (resubmission of 20/1223/FH) to allow for changes to the proposed external materials.	Noted
22/1089/FH	15 Marine Avenue, Dymchurch, Romney Marsh, TN29 0TR	Erection of side extension together with the conversion of the attached garage and erection of pitched roof.	No Objections

12. FINANCE

- a. Breakdown of expenditure/income since last meeting

Reports were noted by members present- No concerns raised (see appendix 1 for details)

- 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 for details- Payments for authorisation were approved by members present- Cllrs McCreedy and C Young will authorise payments

- c.** Additional items requiring authorisation- To be notified at the time of the meeting.
 - i. Christmas Lights
Approved for payment
 - ii. Bus Shelters
Adjourned to allow this to be considered by the full council and to allow required permissions for installations at the proposed site to be obtained.
 - iii. Council Office Refurbishment
Item adjourned as only one quote has been returned from the three companies contacted-
- d.** Smaller Authorities Audit Appointments- Opting Out
After discussion it was agreed that Dymchurch Parish Council would not opt out of the Government appointed external auditor process.

13. CIVILITY AND RESPECT PLEDGE

Adjourned to allow input from more Council members

14. CAR PARK CHARGES REVIEW

Adjourned to allow input from more Council members

15. SEA POLLUTION -The Council will respond to the latest report of raw sewage being released at Dymchurch.

Members were aware of the recent pollution event at Dymchurch Beach and were concerned about the following:

1. Lack of notification of the pollution event- Reliance on checking an APP is required rather than the water companies sending out an alert
2. The Parish Council were only made aware due to third party information
3. The effects of this type of event on our Seaside award status.
4. The fact that raw sewage was allowed or able to enter the sea.
5. The impact on tourism should this type of event continue

It was agreed that the Clerk will write to the Minister for Housing and Communities with our concerns and to ask how Water Companies are held to account for these events and what is being done in our area to prevent a reoccurrence.

16. COMMUNITY GARDENING PROJECT

Cllr C Young informed members that the first meeting for Dymchurch Community Gardens had taken place. The idea is to encourage residents from all levels of society and of all abilities to get involved with gardening to improve various locations in the village with planting.

Sites are being considered at Bulls Field as the main location for activities with several locations for planters to be installed. In addition, locations at Redoubt and The Fairway are to be identified to ensure that the whole of the Parish can get involved. A local building company is supplying materials for building planters and there are already 10 volunteers. Further meetings will take place and Cllr Young will keep members updated.

17. PAVILION UPDATE

We are awaiting an update from the Solicitor for a response from Fields in Trust regarding the lease at which point we can arrange to get this signed up.

The Bat Survey has taken place and it has been identified that a Long-Eared Bat had been resident which means that the plans must now incorporate this occupancy. The architect has already made amendments to accommodate this.

18. ITEMS FOR CONSIDERATION AT THE NEXT MEETING.

No items raised at this time

19. DATE OF NEXT MEETING- Monday 3rd October 2022 at 7pm –At the Methodist Chapel, Chapel Road Dymchurch

There being no other business the meeting was closed at 2050hrs.

APPENDIX 1

Dymchurch Parish Council
Finance Summary – September Meeting

Invoices Awaiting Authorisation

Dymchurch Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
132 Alarm Maintenance	11/08/2022		Unity Trust Bank		Alarm monitoring and	Ashe Alarms	S	740.00	148.00	888.00
134 Election	11/08/2022		Unity Trust Bank		Election Recharge	Folkestone & Hythe	Z	5,944.89		5,944.89
138 Business Rates	19/08/2022		Unity Trust Bank		Rates	Folkestone & Hythe	X	4,117.00		4,117.00
139 Asset Maintenance	19/08/2022		Unity Trust Bank		Maintenance	B E Ames	S	3,040.00	608.00	3,648.00
140 Office Refurb	23/08/2022		Unity Trust Bank		Storage Unit 4m x 2.1m	Extra Space Industries	S	2,095.00	419.00	2,514.00
148 Repairs & Maintenance	25/08/2022		Unity Trust Bank		Manhole Cover	J H Youngs Ltd	S	26.71	5.34	32.05
149 Asset Maintenance	25/08/2022		Unity Trust Bank		Strimmer Cable	J H Youngs Ltd	S	4.09	0.82	4.91
151 Asset Maintenance	05/09/2022		Unity Trust Bank		Grass Cutting	M Coleman	S	455.00	91.00	546.00
152 HMRC	05/09/2022		Unity Trust Bank		Tax & NI	HMRC VAT	E	527.45		527.45
153 Salaries	28/09/2022		Barclays Bank		Salaries	Dymchurch Parish	E	2,000.99		2,000.99
Total								18,951.13	1,272.16	20,223.29

Year to Date Income & Expenditure

30 August 2022 (2022-2023)

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

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Bulls Field Car Park			0.00 (N/A)	6,194.00	9,860.84	-3,666.84 (-59%)	-3,666.84
Burial Ground		3,002.00	3,002.00 (300200)	2,150.00	2,646.71	-496.71 (-23%)	2,505.29
General Maintenance			0.00 (N/A)		3,959.09	-3,959.09 (-39590)	-3,959.09
Highways and Other Village Ameniti			0.00 (N/A)	10,200.00	9,561.37	638.63 (6%)	638.63
Income	125,488.00	69,979.05	-55,508.95 (-44%)			0.00 (N/A)	-55,508.95
Office Costs			0.00 (N/A)	27,697.00	12,494.94	15,202.06 (54%)	15,202.06
Projects			0.00 (N/A)	20,000.00	6,095.00	13,905.00 (69%)	13,905.00
Promotion of the Village			0.00 (N/A)	2,100.00	1,676.58	423.42 (20%)	423.42
Recreation Ground			0.00 (N/A)	4,085.00	2,653.78	1,431.22 (35%)	1,431.22
Seawall			0.00 (N/A)	27,335.00	10,698.36	16,636.64 (60%)	16,636.64
Staffing			0.00 (N/A)	29,200.00	12,989.45	16,210.55 (55%)	16,210.55
NET TOTAL	125,488.00	72,981.05	-52,506.95 (-41%)	128,961.00	72,636.12	56,324.88 (43%)	3,817.93
Total for ALL Cost Centres		72,981.05			72,636.12		
V.A.T.		7,291.84			5,588.79		
GROSS TOTAL		80,272.89			78,224.91		

Payments Made Since Last Meeting

30 August 2022 (2022-2023)

Dymchurch Parish Council

PAYMENTS LIST

Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
01/08/2022		PayPal		Instant Ink	HP Ink UK Ltd	S	8.32	1.67	9.99
04/08/2022		Barclays Bank Current		Waste Disposal	Veolia Env Serv UK	S	31.11	6.22	37.33
04/08/2022		Barclays Bank Current		Waste Disposal	Veolia Env Serv UK	S	0.88	0.18	1.06
04/08/2022		Unity Trust Bank		Enforcement	Folkestone & Hythe District C	S	214.28	42.86	257.14
04/08/2022		Unity Trust Bank		EV Charging Points	Kent County Council	E			
04/08/2022		Unity Trust Bank		EV Charging Points Match Fun	Kent County Council	E	4,000.00		4,000.00
05/08/2022		Unity Trust Bank		Grass Cutting	M Coleman	S	650.00	130.00	780.00
05/08/2022		Unity Trust Bank		Salaries	Dymchurch Parish Council	X	2,001.39		2,001.39
05/08/2022		Unity Trust Bank		Tax & NI	HMRC	X	527.05		527.05
08/08/2022		Petty Cash		Waste Disposal	Clear It Waste Removals	X	410.00		410.00
08/08/2022		Unity Trust Bank		Pay & Display	Pay By Phone	S	215.38	43.08	258.46
08/08/2022		Unity Trust Bank		Village Sign	JC Building Contractors	E	450.00		450.00
09/08/2022		Unity Trust Bank		Plumbing Kiosk	JC Building Contractors	E	335.00		335.00
09/08/2022		Petty Cash		Gift Vouchers	Thompsons Petham	S	50.00	10.00	60.00
09/08/2022		Unity Trust Bank		Maintenance	JC Building Contractors	X			
09/08/2022		Unity Trust Bank		Electricity	EDF	X	137.00		137.00
11/08/2022		Unity Trust Bank		Election Recharge	Folkestone & Hythe District C	Z	5,944.89		5,944.89
11/08/2022		Unity Trust Bank		Alarm monitoring and annual r	Ashe Alarms	S	740.00	148.00	888.00
15/08/2022		PayPal		I Zettle Fee	Paypal	E	0.44		0.44
15/08/2022		Unity Trust Bank		CCTV Monitoring	Ashford Borough Council	S	1,131.90	226.38	1,358.28
15/08/2022		PayPal		Cash Processing	Bag It Plastics Ltd	S	9.50	1.90	11.40
17/08/2022		PayPal		ID CARD Lanyards	Amazon EU	S	9.99	2.00	11.99
18/08/2022		PayPal		A board	All Boards	S	33.21	6.64	39.85
18/08/2022		Unity Trust Bank		Mobile Phone	3 Business Services	S	10.00	2.00	12.00
19/08/2022		Unity Trust Bank		Maintenance	Bouygues E&S Infrastructure	S	94.12	18.82	112.94
19/08/2022		Unity Trust Bank		Maintenance	B E Ames	S	3,040.00	608.00	3,648.00
19/08/2022		Unity Trust Bank		Rates	Folkestone & Hythe District C	X	4,117.00		4,117.00
23/08/2022		Unity Trust Bank		Storage Unit 4m x 2.1m	Extra Space Industries Ltd	S	2,095.00	419.00	2,514.00
23/08/2022		Unity Trust Bank		Mobile Phone	3 Business Services	S	10.00	2.00	12.00
25/08/2022		Unity Trust Bank		Manhole Cover	J H Youngs Ltd	S	26.71	5.34	32.05
25/08/2022		Unity Trust Bank		Strimmer Cable	J H Youngs Ltd	S	4.09	0.82	4.91
29/08/2022		PayPal		I Zettle Fee	Paypal	E	0.44		0.44
30/08/2022		PayPal		Instant Ink	HP Ink UK Ltd	S	8.32	1.67	9.99
Total							26,306.02	1,676.58	27,982.60

