



**Minutes of a meeting of the Dymchurch Parish Council held on
MONDAY 6th December 2021 at 7pm at the
Methodist Church Hall Chapel Road Dymchurch**

MINUTES

Present: Cllr C McCreedy (Chair) Cllr D Coker (Vice Chair) Cllr D Young
Cllr C Young Cllr S Leverick Cllr D Noonan
Cllr J Williams Cllr A Goode (From agenda item 3)

Also present: Mr J Lawrence (Parish Clerk) Mr A Lawson (Finance and Projects), County Councillor A. Weatherhead, District Councillor I Meyers and one member 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.

Cllr M Wright- Family Commitment

- 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. DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Ann Goode will sign the Declaration of Acceptance of Office.

Cllr Ann Goode having been elected as a result of an uncontested election for the vacancy at Dymchurch Parish Council was welcomed to the Council and duly signed the declaration of acceptance of office of Councillor.

- 4. MINUTES OF THE PREVIOUS MEETING-** held on the 2nd November 2021 to be agreed by members present.

It was proposed by Cllr Coker and seconded by Cllr Noonan to accept the previous minutes- All agreed, and the minutes were duly 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
Member of the public asked the Council if they would consider writing to the Postmaster Mr Peakall.

It was agreed that this would be arranged.

6. CORRESPONDENCE AND COMMUNICATIONS

In circulation

- **The Community Award Scheme has been announced for 2022**

It was agreed that this information should be put out to the public to make nominations for this award.

ACTION- Clerk to arrange publication

- **Report from the Volunteer Litter Pickers regarding a damaged bus shelter at High Knocke damaged during the storms-**

The Clerk confirmed that his shelter is the Parish council's responsibility- It was agreed that the Insurance Company should be consulted on whether this can be a claim- In the meantime quotes will be obtained for repair.

- **Report from the Litter volunteer regarding he unmade part of the Martello carpark which is the public parking area for the slip way used for jet skis- It was requested that consideration be given to making this area enforceable to prevent illegal parking which often blocks access. In addition, there is a report that some bollards are missing which is allowing access to high sided vehicles who are avoiding the Height restrictions.**

Members felt that enforcement of the area was not something they had powers to deal with and this would be a District and EA matter. The Clerk will go and view the bollards and report to the appropriate authority for any repairs.

- **Contact from a resident regarding speeding vehicles along Eastbridge Road Dymchurch. The resident has asked about the KCC placing a mirror to assist the resident exiting their premises.**

The Clerk has replied to the resident and reported that KCC have a policy not to install mirrors on the highway.

The Clerk has visited the area and noted that the 30mph signs when heading into the village along Eastbridge Road are obstructed by overgrown hedges and this will be reported.

A request for volunteers has been placed on Facebook and the December newsletter to form a Community Speed Watch team and this may assist in targeting areas of speeding vehicles.

- **A request has been received from GPML construction who are developing 44-46 Highstreet Dymchurch asking if they can remove the Gym equipment during the construction phase. They will return and install the equipment once completed.**

Members raised concerns about the short notice given about the removal request. There are also concerns about the access to the proposed premises and the location of the Gym equipment. Further information was requested, and the Council decided that permission to move the equipment would be denied at this time.

7. UPDATE ON ACTIONS FROM PREVIOUS MEETING and CLERKS REPORT

The Clerk read his report which included the following- The full report is available from the Clerk.

- A report regarding an abandoned vehicle in the disabled carpark on the seawall has been reported- This will be reported to the appropriate authorities
- Report of defective streetlights in St Marys Road have been reported and are being dealt with by the District Council
- The agreement between the Parish Council and KCC for Electrical; Charging points has been returned and we are awaiting a start date for the installation
- Mr Lawson has finalised the VAT which needs to be paid- Authorisation to make this payment is required to ensure we do not miss the deadline-

Members having been informed the final bill will be in the region of £33,000 agreed that the payment could be made without further reference to the Council to ensure further penalties are not applied.

- The environment agency has been approached due to the concerns of reports of effluent being discharged into the sea. Reports indicate that this is not an issue in the Dymchurch area however there was an incident a few months ago where a small quantity of foul water contamination was recorded due to a failure in equipment owned by Southern Water. This equipment is being repaired and there have been no further events.
- The first meeting of the Beach Advisory Working Group has taken place and minutes will be circulated soon.

The Chair asked for an additional member to volunteer to attend this meeting if required to ensure adequate attendance by the Council- Cllr S Leverick offered to attend in future.

8. REPORTS FROM OUTSIDE BODIES

a. County Councillor Weatherhead-

No relevant information for Dymchurch this month-

Cllr D Young raised concerns about the state of St Annes Road Dymchurch which is prone to flooding especially at the entrance where vehicles use the entrance of the road to turn.

Cllr Weatherhead said he would look into the status of the road and who has responsibility in this situation

b. District Councillor Ian Meyers

No matters raised relating to Dymchurch- Cllr Meyers did state that there is a request from the District Council to ask for meetings to be held as Hybrid

meetings to support those concerned about their health and for some travelling distances to attend meetings- An update is awaited.

c. KCC Warden
No update this month

d. Kent Police – PCSO

A report was received from PCSO John Gorman- The main message for residents was to make sure that your sheds and security lighting are checked and working especially with the longer darker evenings.

9. PLANNING:

Reference	Address	Details	Comments
21/2192/FH	Conversion of garage and internal alterations.	56 Lower Sands, Dymchurch, Romney Marsh, TN29 0NF	No Objections Carried Unanimously
21/2239/FH	The Neptune, 127 Hythe Road, Dymchurch, Romney Marsh, TN29 0TS	Section 73 application for removal/variation of condition 1 (removal of equipment) of planning permission 20/1505/FH (Retention of children's play tower for a temporary period of one year).	Members were aware of the comments made by a local resident. The Council identified that nothing had changed in the circumstances of this application and raised the same objection/concerns submitted with application reference 20/1505/FH
21/2345/FH	Former Compressor Station, Marshlands, Dymchurch, TN29 0PT	Proposed change of use from Use Class B1 (light industrial) to C3 (dwelling house), extension of existing building and associated development	VOTE- For 7 Against 1 No objections

10. FINANCE

- a.** Breakdown of expenditure/income since last meeting
No matters raised and accounts accepted
- 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 list of payments authorised-
Cllrs Mc Creedy and Young will authorise payments online-

Cllr Coker raised that the Council staff should receive a Christmas bonus, and this was agreed unanimously-

- c. SCRIBE ACCOUNTING SOFTWARE-PURCHASE-Members will consider subscribing to this service which will streamline and support the Councils' aims to be open and transparent in all financial matters

After discussion it was proposed by Cllr Williams and seconded by Cllr Leverick to subscribe to the above-

This was agreed unanimously

- d. Purchase of replacement Picnic Benches- various sites in the Parish

After discussion, a vote was taken to purchase 5 benches made from recycled materials for £1725.00 (Excluding VAT)

For- 7
Abstain-1

Motion Carried-

ACTION- Finance Officer to arrange purchase

- e. Weatherproof Electric Socket- Concrete Platform Martello Basin- Authorisations sought for completion of work'

After a full discussion, a vote was taken for the installation of the above electrical socket-

VOTE- For 6
Against 2

11. Budget 2022-2023

Members will review the provided budget proposal for 2022-2023 and confirm the precept for required.

Members reviewed the budget proposal (which can be viewed at www.dymchurch.org and on local notice boards, or through the Parish Clerk)

After discussion it was agreed that for a further year there would be no rise in the Precept for the Parish of Dymchurch and would remain at £83,000

This was recorded as a unanimous vote

12. BEACH SAFETY PROPOSAL- Members will receive information regarding an initial meeting with Folkestone Rescue Charity to provide a service to Dymchurch Beach.

Members heard that a scoping meeting had been held with the Sea Rescue Charity Folkestone Rescue to investigate whether it would be feasible to start a project for Dymchurch Beach. Currently the Charity work in conjunction with Folkestone **Town** Council (not District) and have done so since 2014. The initial meeting was positive. The next step is to write to the Charity to push forward the idea of beach safety and water education based at the Foreshore Dymchurch. Members were informed that this would require donations from various avenues and funding which is sought generally by the Charity.

After discussion it was proposed by Cllr Leverick and seconded by Cllr C Young to write to the Charity to encourage operations to start in Dymchurch

13. WAR MEMORIAL-

Proposal to adapt the memorial garden to allow safe access for all.

Members heard of an idea to make the war memorial garden safer to visit by raising the level of the grassed area level with the entry steps and the memorial itself. Concerns were raised about the levels not working to make this any safer and this would need to be investigated.

It was proposed by Cllr Coker and seconded by Cllr Leverick to obtain three quotes to level out the ground and reduce the risk to those visiting to pay their respects.

VOTE- FOR 7
AGAINST 1

Carried-

ACTION- Clerk to obtain three quotes for the above proposal

14. VILLAGE INFORMATION SIGNS-

Members will consider the final designs of the information signs and decide on purchase and installation.

After discussion and slight amendment to the sign it was agreed unanimously to accept the design (Authorisation for purchase had been agreed at a previous meeting)

The signs will be placed at the Romney Hythe and Dymchurch Railway Station, The Main Slip way, and the Central Carpark.

15. BENCH POLICY

The bench policy had been discussed previously but not formally approved by the Council.

It was proposed by Cllr Leverick and seconded by Cllr Coker to accept the arrangements for benches and memorial benches as policy of the Council.

VOTE- FOR 7
ABSTAIN 1

Carried-

16. ITEMS FOR CONSIDERATION AT FUTURE MEETINGS

No matters raised

- 17. DATE OF NEXT MEETING-** The next meeting will be held on Monday 10th January 2022 at 7pm at the Methodist Church Hall Dymchurch unless stated otherwise.

Dymchurch Parish Council
December Finance Summary

Invoices for Payment

Invoices to be authorised for Payment

Ashford BC Ref: 85678381	-1,215.65 GBP	CCTV Monitoring 1/7/21 – 30/9/21
Ashford BC Ref: 85678406	-1,260.00 GBP	CCTV Monitoring 1/10/21 -31/12/21
M Coleman	-384.00 GBP	Cemetery Clean Up
Our Parks Ref: OP01160466	-2,500.00 GBP	Boot Camp (covered by Fields in Trust grant)

In addition, December Payroll & HMRC payments will be set up for authorisation

Forecast Expenditure to 31/3/22

Dymchurch Parish Council

2021/22 Income & Expenditure - Actuals, Budget & F/C

Based on Actuals to 30 Nov 2021

	BUD	ACT	F/C	FC vs BUD	
	2021/22	YTD	Yr to Mar 22	DIFF	
Burial Ground	4,040	1,580	1,730	2,310	
Bulls Field	10,165	9,363	9,963	202	
Highways	6,600	1,051	3,051	3,549	
Recreation Ground	9,165	4,027	6,392	2,773	
Seawall	16,660	11,946	22,646	(5,986)	
Promotion	2,500	610	960	1,540	
Administration	27,492	6,638	19,388	8,104	
Staffing	28,087	19,259	28,659	(572)	
Project Work	65,000	1,958	11,958	53,042	
VAT	-	5,240	47,240	(47,240)	HMRC VAT return to Nov 21
Expenses	169,709	61,672	151,987	17,722	
Car Park	40,000	29,878	32,878	(7,122)	
Trading Licences	7,550	7,088	11,338	3,788	
Precept	83,000	83,000	83,000	-	
VAT	-	5,975	5,975	5,975	
Other	125	2,319	2,319	2,194	
Income	130,675	128,261	135,511	4,836	
Surplus / Deficit	(39,034)	66,589	(16,476)	22,558	

Barclays Bank
Current Account

23/10/2021	Opening Balance		41,351.81
Income			
	Car park	1,070.00	1,070.00
Expenses			
	Veolia	105.65	105.65
Cash at Bank 23/11/21			42,316.16

Savings Account

Opening Balance		11,549.86
Interest		-
Business Savings		11,549.86

Unity
Current Account

28/10/2021	Opening Balance		100,469.35
Income			
11/11/2021	Pay By Phone	156.20	
09/11/2021	Memorial	25.00	
30/11/2021	Zurich Insurance	530.00	
24/11/2021	EDF	884.43	
			1,595.63
Expenses			
29/11/2021	One Comm	124.90	
29/11/2021	HMRC	509.02	
03/11/2021	Paypal	10.00	
08/11/2021	F&HDC	248.57	
08/11/2021	M Coleman	930.00	
08/11/2021	1StDymchurch Scouts	64.00	
08/11/2021	House of Flags	101.59	
08/11/2021	M Coleman	828.00	
08/11/2021	KALC	60.00	
11/11/2021	Three	12.00	
16/11/2021	The Romney Marsh Net	145.41	
16/11/2021	F&HDC	265.70	
16/11/2021	Nagels	969.00	
16/11/2021	Bougues	685.86	
26/11/2021	Salaries	1,901.46	
11/11/2021	PayBy Phone	17.82	
30/11/2021	HMRC	514.82	
30/11/2021	One Comm	151.51	
01/11/2021	EDF	90.00	
01/11/2021	EDF	1.00	
10/09/2021	EDF	24.00	
			7,654.66
Cash at Bank 31/11/21			94,410.32

NSI

Opening Balance		95,407.70
Balance at 29/7/21		95,407.70

PayPal

Opening Balance 30/10/21		2.57	
Contra from Unity Account	182.31		
03/11/2021	Cashback	0.05	
		182.36	
		184.93	
Expenses			
30/11/2021	Amazon - Padlocks	84.00	
30/11/2021	Parking Shop Direct	89.94	
01/12/2021	Instant Ink	9.99	
			183.93
Balance as at 2/12/21			1.00