



Minutes of Dymchurch Parish Council held on Monday 4th May 2020 at 7pm.

The meeting was held online under the following legislation The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

MINUTES

Present:

Cllr D Coker (Chair)

Cllr D Noonan

Cllr M Wright

Cllr C Young (Vice Chair)

Cllr J Williams

Cllr C McCreedy

Cllr D Young

Cllr S Leverick

Mr J Lawrence- Parish Clerk

Mr A Lawson- Finance and Projects Officer

Also present- County Councillor M Wybrow, District Councillor T Mullard, District Councillor I Meyers (Arrived 2010hrs) and two members of the public

1. STANDING ORDERS AMENDMENT

Members will review Dymchurch Parish Council standing orders with attention to the amended section to allow Councils to hold Council meetings online during the Covid19 Corona Virus pandemic and any future outbreaks resulting in legislation being passed preventing public assembly.

The updated standing orders were adopted unanimously by members present.

2. 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.

No apologies received

3. 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 made

4. DECLARATION OF DYMCHURCH PARISH COUNCIL POWER TO USE THE GENERAL POWER OF COMPETENCE UNDER THE LOCALISM ACT 2011 PART 1, CHAPTER1, SECTION1.

The Clerk will give a brief explanation of why this power is useful to the Parish Council and will give flexibility to do more to support the community

RECOMMENDATION: That; in accordance with *The Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012*; Dymchurch Council confirms that it meets the criteria necessary for it to adopt the General Power of Competence:

1. **i) The number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council.**
2. **ii) The clerk to the council holds the Certificate in Local Council Administration; and
iii) The clerk to the council has completed the relevant training.**

And therefore, the council adopts the General Power of Competence.

It was proposed by Cllr C Young and seconded by Cllr D Noonan that the above recommendation be adopted.

VOTE- Unanimously in favour-
Motion Carried

5. ANNUAL ACCEPTANCE OF THE CODE OF CONDUCT FOR COUNCILLORS

The Code of Conduct for Councillors was noted and accepted by members present.

- 6. REVIEW OF THE NOTES OF THE PREVIOUS MEETING** held on 6th April 2020. Please note that this was not an official Council meeting and therefore the notes will be added to the minute book for reference purposes only. Any decision or agreements made in this meeting will need to be ratified to render them lawful.

The notes of the previous meeting were accepted, and it was agreed that these would be inserted as a record with these council minutes (see appendix 1)

7. UPDATE ON ACTIONS FROM PREVIOUS MEETING AND CLERKS REPORT-

Number	Details	Owner	Comments
1	Write to Seawall Licence applicant to confirm decision made regarding sale of seafood	Clerk	Contact made, project on hold due to Corona Virus
2	Arrangements to be made to reline the seawall carpark and arrange signage to advertise the carpark as disabled parking only	Clerk	Agenda item to be arranged for a decision on agreeing the quote
3	Review of Playpark consultation to be completed to ascertain the impact on local parks and maintenance	Clerk	Ongoing
4	Safety Issue Concrete steps between the City of London Pub and the Chines restaurant Seawall Dymchurch- To be reported to the District Council/KCC	Clerk	Reported on the 11 th February reference number 487760- No update on website
5	Bulls Field Car Park Access rights	Clerk	Agenda item

6	Fire/police and coast watch etc. to be given access to beach Kiosk to use as base	Clerk	Ongoing project
7	Meeting with Bradley weight	Clerk	On hold due to the Corona Virus Out break
8	Identify a hanging Basket provider	Clerk	Agenda Item 19 refers
9	Write to Ashe Alarms regarding the disposal of previous CCTV cameras	Clerk	Completed awaiting response-
10	Webcam Finance History- Identify how webcam was funded and supported at its installation	Clerk	Ongoing

Matters arising from update of the actions-

Action 2- It was raised that the disabled parking area is linked to the Traffic Regulation Order (TRO) changes and that this should be put on hold until the TRO changes have been made. After discussion it was confirmed that the two areas are independent of each other for the following reasons:

The TRO is managed by the enforcement officers through the district council and the Seawall Carpark is private and not enforced.

The decision to make the Seawall carpark all disabled parking had been decided at a previous meeting.

ACTION- To confirm prices for relining the carpark for a decision at the next meeting

8. QUESTIONS FROM MEMBERS OF THE PUBLIC- Public Participation

- a. Mr Goode- Suggested that it would be a nice thing for the Council to send cards or some form of praise to local businesses and services who have remained open and are supporting people through the crisis-

This will be considered by the Council for the future, but this would need to be timed appropriately so as not to suggest that we are through the crisis.

9. CORRESPONDENCE AND COMMUNICATIONS In circulation (see appendix 2 for details)

Matters and Actions arising from correspondence-

- a. **It was agreed unanimously that a donation of £50.00 would be made to the British Red Cross.**
- b. **It was agreed that further information would be needed to be able to support the Local Electricity Bill.**
- c. **Bus Shelter Grant noted by members for consideration.**

10. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

a. District Councillor's Report

Otterpool development is going through the planning process now. He is now more in favour of the development personally but accepts that the electorate feels differently. The name of Otterpool does not represent the area properly and this is being discussed.

There is a scrutiny meeting on the 9th of May which he is attending.

b. County Councillor's Report

See appendix 3 for the report

In addition, Cllr Whybrow confirmed that it is still the intention to complete the improvement works at Eastbridge Road this year.

c. Community Warden's Report

No report

d. PCSO's Report

No report

11. PLANNING

a. 20/0490/FH -29 EASTBRIDGE ROAD, DYMCHURCH, ROMNEY MARSH, TN29 0PG

Installation of a detached, timber garden room

No objections- Carried unanimously

b. 20/0433/FH 1 LOWER SANDS, DYMCHURCH, ROMNEY MARSH, TN29 ONE

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 rooflights.

The Council objected to this application on the grounds that the introduction of the balcony would reduce the privacy of neighbouring properties.

c. 20/0160/FH 42 HIGH KNOCKE, DYMCHURCH, ROMNEY MARSH, TN29 0QD

Rear extension together with replacement of flat roof with pitched roof to allow additional floor

After discussion 6 members raised no objections and 2 members objected-

Therefore, no objections raised by the Council.

12. FINANCE

a. Breakdown of expenditure/income since last meeting

See appendix 4

b. Authorisation of Payments- Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.

See appendix 5

c. Members will review the end of year accounts.

No matters raised

Other finance matters arising-

I. Removal of rubbish from compost heap in Dymchurch cemetery

II. Tree work and hedge reduction Dymchurch Cemetery

III. Tree reduction to tree at recreation ground at rear of 30 St Mary's Road which is encroaching on private premises.

IV. Renewal of fence in Dymchurch Parish Council carpark

It was unanimously decided that three quotes will be required before agreeing to any additional work outside of arranged contracts.

ACTION- To arrange additional quotes for the above works

13. ACCEPTANCE OF STATEMENT OF INTERNAL CONTROL FINANCIAL YEAR ENDING 31st MARCH 2020

The statement of internal control was agreed and accepted by members present

14. DYMCHURCH PARISH COUNCIL CARPARK- CHARGES

a. Members will discuss and decide if all round parking charges should be applied to the Dymchurch Parish Council Car Park.

The Councillors unanimously agreed to make no changes to the current arrangements where the Village Hall car park is free to use from 1st November each year through to either Easter or 1st April the following year, whichever is sooner.

The councillors rejected the idea of year-round car park charging for the following reasons:

o Free parking over the winter provides support to local businesses by encouraging local residents to visit the High Street and support our local traders over the quiet period of the year.

o Many local charities and groups use the Village Hall for fundraising events over the winter, it was thought charging for parking may unfairly impact their fundraising efforts and attendances.

The Council also feel that day trippers visiting Dymchurch over the winter months naturally tend to park in the more visible and open F&HDC central car park. Free parking at the village hall is not advertised on the kerb side and tends to be known only by local residents and is provided as a gesture of support to our local community.

- b. Members will receive details on purchasing a handheld data recorder to support the enforcement of the Dymchurch Parish Council Car Park for those using the pay by phone facility.

After discussion it was agreed that the handheld enforcement device would be purchased to allow the District Council to continue enforcement in the Parish Council Carpark.

It was raised by a member that confirmation is required as to what service we are receiving from the enforcement officers from the district as we have a contract with them.

ACTIONS

1. To make arrangements for purchase of the handheld device

2. To write to District Council Enforcement to confirm level of service

15. REVIEW OF BENCHES

Members will discuss the current situation regarding benches owned and maintained by the Parish Council.

After discussion it was decided that a full review was required of ownership and status of benches in the village-

It was agreed that this would be referred to the Assets and Amenities group for action to look at continued maintenance, drawing up of agreements when requests to install benches are made to the Council and to compile a definitive list.

16. HANGING BASKETS

Members will discuss the new contract for provision of hanging baskets for the village in light of the previous supplier no longer in operation.

It was agreed that due to a reduction in revenue this year the quote received would be rejected at this time and alternative arrangements would be made.

This matter was referred to the Assets and Amenities group

17. TELEPHONE KIOSK ADOPTION- MARINE AVENUE DYMCHURCH

Members will finalise the decision on the adoption of the above kiosk having now reviewed the contract and the current state of repair of the kiosk.

After a full discussion it was unanimously agreed that the Council would not adopt the phone box due to the condition of the kiosk and potential ongoing costs.

18. REFUSE COLLECTION- BULLS FIELD and RECREATION GROUND- Temporary arrangements

Members will discuss a temporary arrangement for the collection of refuse from the above locations.

Item 18 was moved to be combined with item 20.

19. BULLS FIELD RIGHTS OF ACCESS

Members will consider excluding the public and press for this item as details of local persons, ownership and personal details may be discussed.

It was decided that this item would be discussed in open forum as personal information would not be discussed:

During the discussion, the following main points were identified-

1. The deeds appear to show the carpark as a rectangular shape, but it appears that land has been taken from the carpark and encompassed in someone property.
2. The original deed was made between the Council and Mr Coker how does this relate to the current occupant of the land.

The Clerk informed members that previous Councils had been through similar conversations. It was therefore agreed that the Clerk would compile a timeline of events relating to the carpark and associated properties. This would be presented to members for discussion and a decision as to whether further legal advice would be required.

Note for minutes- This information is required to firstly ascertain if any Council land has been illegally occupied and secondly to ensure that land which could be used by the Council is recovered so to maximise revenue from the carpark for the benefit of the Parish.

20. PERSONEL DISCUSSION-

Members will consider excluding the public and press (if not already excluded due to item 18) details of a staff member will be discussed.

After discussion it was agreed that the member of personnel would be fully supported, and the Council would await any decisions on future employment.

Having received the decision from the member of staff a further meeting would be held to discuss how the current duties would be covered.

- 21. DATE OF NEXT MEETING.** 1st June 2020 unless otherwise advised. The meeting will be held online unless stated otherwise at will commence at 7.00pm.

Jeff Lawrence
PARISH CLERK

28th April 2020

Appendix 1- Meeting notes from 6th April 2020



Meeting notes of video meeting held at 7pm Monday 6th April 2020. This meeting was held during the Corona Virus Pandemic and as such was agreed before government legislation was passed to allow Council meetings to be held remotely. Please note therefore that this was not an official Council meeting, any decisions made were not binding on the Council but were reviewed at the next full council meeting for ratification.

MEETING NOTES

22. In attendance:

**Cllr D Coker, Cllr C Young, Cllr D Young, Cllr D Noonan, Cllr C McCreedy
Mr J Lawrence and Mr A Lawson**

23. DECLARATIONS OF INTEREST

- c. To declare any personal interests in items on the agenda and their nature.
- d. To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

Non applicable

24. Finance- Status of accounts and explanation of transfers to cover due invoices No issues raised

25. Finance- Discussion over future income and contingency plans if required

It was discussed that transfers between accounts may be required to cover the initial outlay for the resurfacing of the car park. Any transfers would be completed in discussion with the Chair and Vice Chair.

26. Finance- Information of current items for payment

No issues raised

27. Correspondence and Communications

1. Member of the public has raised concerns about the amount of builder's waste left outside the kiosk on the seawall-

It was agreed that the rubbish would be moved inside the kiosk on a temporary basis

2. Member of the public asking about the potential use for the adoption of the telephone kiosk Marine Avenue.

It was agreed that further information would be obtained regarding the process to adopt the kiosk. This will be provided at the next meeting.

3. Information as follows from Folkestone and Hythe District Council:

From FHDC

Guidance from the ICCM (Institute of Cemeteries and Crematorium Management) states that due to the Covid-19 outbreak all cemeteries and crematoriums should be closed to the public except for funerals with immediate family members.

Following the issue of this guidance we have taken the decision to close our cemeteries to the public with effect from today. Processes will be put in place to allow access for funerals following the guidance issued.

Currently we will not be closing the churchyards but will keep this under review.

28. Planning-

1. 20/185/FH- 14 The Oval Dymchurch- construction of a single-story rear extension.

No Objections

2. 20/184/FH- 35 Green Meadows- erection of a side extension including roof alterations

No Objections

3. 20/278/FH- 73 Hythe Road Dymchurch- Erection of a first-floor side extension

Objections raised- Members identified that the overall size of the applications could increase the numbers of occupants which could have an adverse effect on vehicles entering and exiting the premises. They also felt that the erection of a balcony at the rear of the premises would have the effect of reducing the privacy currently enjoyed by neighbouring properties.

29. Future meetings under the The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

The Clerk explained future arrangements for Council meetings considering the above legislation. It was agreed that future meetings until the restrictions on gatherings are lifted will be carried out online.

30. Any other business

1. **To ascertain the access rights to the premises at 9 High Street through Bulls Field carpark to maximise carparking spaces within the carpark**
2. **To identify a hanging basket supplier for the village.**

31. DATE OF NEXT MEETING- 4th May- Online

Appendix 2- Correspondence

Agenda Item	Details
9	<p>Dear Clerk and Councillors of Kent Parish Councils</p> <p>My name is Cathy Curtis and I work for British Red Cross to raise funds to support people in crisis. I'm writing to you to kindly ask your Councils to consider making a donation to support the essential services we provide across Kent, including your local area.</p> <p>These services include:, A&E Discharge, Emergency Response, Wheelchair Hire, Refugee Support, and First Aid Training.</p> <p>Our vital services are currently being impacted by COVID-19, but we are doing our utmost to ensure that we not only supporting people facing the challenges resulting from this virus, but supporting the most vulnerable people within our communities that need our support day to day.</p> <p>Our response to COVID-19 Alongside our core services, we are working hard to support vulnerable people impacted by COVID-19. In the UK, our response to the coronavirus outbreak is focused on four key areas: • Support for the NHS – Our services ensure people are supported on their return from hospital and once they are home. Crucially, our support helps to ease the strain on the NHS by freeing up hospital beds. We are currently working with 100 hospitals around the UK but many more have requested our support. • Vulnerable and Elderly - We know that the elderly and those who are already lonely will be hardest hit by this crisis. Our initial focus will be supporting the 1.5 million individuals over the age of 70 and those who have underlying medical conditions, as well as the 8 million over 70s who will also be stranded at home. • Groups that are 'Off-Grid' - Across the world, people and families are migrating or being forced out of their homes at a greater rate than ever to search for new opportunities or safety. We are rapidly planning a national distribution of cards, preloaded with cash to our most vulnerable clients to make sure they can support themselves and their families through this difficult period. Sourcing emergency accommodation for destitute, homeless refugees and asylum seekers who are unable to self-isolate is another key challenge. • Economic Insecurity - We know that many individuals and families will experience economic hardship as a result of the coronavirus outbreak. The complex challenges that the most vulnerable people in the UK face are emotional and psychological, but also financial. Across the UK, people are adjusting to the new realities of the crisis: those self-isolating will struggle to meet their basic needs; those self-employed will face a huge financial hit; many people are facing the stark reality that they may lose their jobs; caring responsibilities will increase; and with schools closed, children at home will need to be fed. For more information, please see: www.redcross.org.uk/about-us/what-we-do/uk-emergencyresponse/coronavirus</p> <p>Emergency Response Our Emergency Response teams operate in partnership with the local Fire and Rescue Services, as well as supporting ambulance services, health authorities, the police, and utilities companies in the area. Our volunteers are trained to respond to all kinds of emergencies from floods and terror attacks, to less high-profile crises such as power cuts and water supply disruption. They are ready and prepared to respond to these emergencies 24 hours a day, 365 days a year.</p>

	<p>Every time we respond to an emergency, we use vital stock and supplies that must be replenished before we are called out to the next incident. As we develop our expertise in responding to different kinds of emergencies, such as terrorist attacks and anti-trafficking operations, we are called upon to assist more often. In turn this means we need more funding to expand, equip our vehicles and train our teams in Kent.</p> <p>Mobility Aids The British Red Cross provide mobility aids to support people who live independently after coming home from hospital, or following an accident that has left them immobile, on a short or long-term basis. For a child with mobility problems, having a wheelchair can mean the difference between going to school and leading a comfortable life or being isolated and housebound. This is the only service of its kind operating in the UK. Its continuing success enables any child or adult across the UK - irrespective of their location or circumstances - to have equal opportunity to a wheelchair.</p> <p>Supporting Refugees and Asylum Seekers The British Red Cross is the single biggest provider of support to refugees and asylum seekers in the UK. Our Refugee Service supports vulnerable refugee and asylum-seeking individuals and families as they settle into their new lives here in Kent.</p> <p>Our Refugee Support service provides assistance with documents, applying for grants and finding an activity for an individual/family to enjoy and integrate them into society. We also provide emergency items such as clothing, shoes and toys/books for children that make such a difference to their lives, after having lost everything that is familiar and witnessing the devastation that war leaves behind.</p> <p>First Aid Training The British Red Cross provides first aid training in Kent for all ages and groups including young people, organisations supporting vulnerable groups and office teams. Just one in twenty people are prepared for a first aid emergency according to Red Cross research; we are actively working to help people gain confidence in existing skills and learn new ones so they are prepared for any first aid emergency they are faced with.</p> <p>Thank you for taking the time to read my letter. We would be delighted if your Parish Council are able to support the British Red Cross in Kent and help us deliver our services in your local area by making a donation.</p>
9	<p>I hope that this message finds you well in this trying time. We continue our campaign for the Local Electricity Bill and I am contacting you to ask for your help with this.</p> <p>I am getting in touch again to ask for your Council's help regarding the Bill – despite the corona virus pandemic the Bill is still due to be introduced in Parliament on Tuesday 28th April.</p> <p>So far 200 Parish, Town and Community Councils have resolved to support the Bill along with NALC and 44 other national organisations. It would be great if your Council joined them.</p> <p>The Bill will be backed by a cross-party group of 63 MPs. We aim to increase the level of Parliamentary support to well beyond the 116 MPs that supported the Bill last year. Your Council's backing for the Bill will really help with this.</p> <p>The Bill, if made law, would empower local communities to sell locally generated clean</p>

energy directly to local customers by establishing a statutory Right to Local Supply. This is currently impossible because of the huge setup and running costs involved in doing so. Further below are quotes from case studies we have done with community energy groups that highlight this problem.

The ultimate result of this would be:

1. Local communities and businesses could buy their electricity from a local energy company, instead of the big national utilities.
2. Building more local renewable energy schemes would be financially viable.
3. Local communities would gain economic benefits, such as more local skilled jobs and investment in energy efficiency schemes for local homes.

I appreciate that this is a time of upheaval, however, if possible, could you please help by asking Dymchurch Parish Council to support the Local Electricity Bill? A suggested resolution is further below.

Whether or not this is possible, you and members of your Council can still help: please write to your MP and ask them to 'Please support the Local Electricity Bill that will be introduced on 28th April.'

Link to bill as follows: <https://powerforpeople.org.uk/wp-content/uploads/2019/03/Local-Electricity-Bill.pdf>

IF COUNCILORS are in agreement with this the following resolution is suggested

Council Draft Resolution

That Dymchurch Parish Council

(i) notes that the Local Electricity Bill

- aims to address the current situation, whereby the very large financial setup and running costs involved in selling locally generated renewable electricity to local customers result in it being impossible for local renewable electricity generators to do so,
- if made law, would make these financial costs proportionate to the scale of a renewable electricity supplier's operation and empower councils, together with their communities, to sell locally generated renewable electricity directly to local people, businesses and organisations, and

	<ul style="list-style-type: none"> would result in revenues received by councils or community organisations that set up local renewable electricity companies, which could be used to help fund local greenhouse gas emissions reduction measures and to help improve local services and facilities; <p>(ii) accordingly resolves to support the Local Electricity Bill, supported by a cross-party group of 116 MPs during the 2017-19 Parliamentary session; and</p> <p>(iii) further resolves to write to the local MP asking them to support the Bill in Parliament and to the organisers of the campaign for the Bill, Power for People, (at 8 Delancey Passage, Camden, London NW1 7NN or info@powerforpeople.org.uk) expressing its support.</p>
9	<p>Letter from KCC regarding bus shelter grant</p> <p style="text-align: center;">PARISH BUS STOP SHELTER GRANT (PBSSG) PROCEDURE</p> <p style="text-align: center;"><u>FOR FINANCIAL YEAR April 2020 - March 2021</u></p> <p>In acknowledgement that bus shelters are difficult for parishes to fund, Kent County Council (KCC) runs a Parish Bus Stop Shelter Grant (PBSSG) scheme, through which financial assistance and support can be offered to Parish Councils to refurbish or replace existing bus shelters in a poor state of repair, or if the situation is appropriate, erect a new bus stop shelter.</p> <p>The delivery of any successful project will need to be led by the Parish Council, though KCC will offer support and guidance on technical elements such as Highway and Footway locations and shelter design. The grant will only be released on satisfactory completion of the agreed project. Any groundwork required to make a site ready for a bus shelter installation will be the responsibility of the Parish Council and not KCC. KCC will assist Parishes where this is possible but ideally sites should be in locations where the level of groundworks required is minimal.</p> <p>Eligible Parish Councils can apply for match grant funding covering up to 50% of the cost of a new or replacement bus shelter, with a maximum value of £3000.00 available per request. Applications can also be made for match grant funding covering up to 50% of the cost of a refurbished bus shelter, with a maximum value of £2000 available per request. Every effort will be made to assist each Parish Council.</p> <p>To be considered, your application must:</p> <ul style="list-style-type: none"> A1: Demonstrate an understanding of current disabled access requirements (your proposal will need to meet disability access requirements). A2 and A3: If required, demonstrate liaison with district/borough/ city council conservation officer A4: Confirm match funding A5: Demonstrate local operator support and demonstrate consideration of the required consultation process (if applicable) A6: Demonstrate that the site concerned is on either KCC highways or parish land <p>Please see below for timescales. There is an application deadline and an assessment period, after which all successful submissions will be notified at the same time.</p>

Application deadline:	Friday 21 st August 2020 @ 12 Noon
Confirmation of result:	Week commencing 07 th September 2020
Proof of work completion:	By 31 st January 2021
Payment of grant:	By 28 th February 2021

In recognition of the current situation with Covid-19, KCC will look to offer flexibility to successful bidders with respect to the delivery of the bus shelter works, with an overall requirement that the work must be completed and the grant paid by 01st March 2021 at the very latest. Please do attempt to stick to the above dates where possible, noting that the deadline for applications of **Friday 21st August 2020** remains non-flexible and cannot therefore be extended.

Grant payment is dependent on proof that the work has been completed as agreed. Please note the onus is on the Parish Council to contact KCC by the deadlines detailed above. If we have not heard from the Parish Council by 31st January 2021, the grant funding will be lost and re-allocated to other projects.

If at any point in the process you are unable to proceed with the works, you must notify Kent County Council as early as possible.

During the assessment process, Kent County Council will prioritise applications which are deemed to have a high level of public benefit and which are achievable given current site suitability. The following issues will be considered as part of the assessment process:

- Amount of highways work needed to accommodate a shelter to achieve disability access (KCC cannot guarantee that additional funding can be made available to achieve this if the site currently has constraints in this regard)
- Safety of proposed bus shelter
- Frequency of buses serving the site
- Usage of current bus-stop
- Level of public support
- Level of liaison needed with other public bodies

It is expected that Parish Councils will carry out a written consultation with local residents who might be directly affected by the erection of a new or replacement bus shelter, and any other parties concerned. This should include properties located adjacent and opposite the proposed shelter location. A failure to do so, except in cases where there is no need to (e.g. no nearby properties) will mean non-payment of the grant. KCC advise that the department responsible for bus stop work within the Borough or District council should also be notified of the proposal as they hold overall responsibility for bus shelter provision. Written confirmation agreeing to any proposed shelter should be obtained from all bus companies likely to serve the stop and provided to KCC with the initial application, along with written support from the District / Borough Council and copies of the consultation undertaken with local residents, including any responses.

It is suggested that Parish Councils identify bus stops in locations that do not require considerable ground works in order that a shelter can be accommodated. Any costs for additional ground works will be the responsibility of the Parish Council not KCC. Please note that existing bus stop locations can not be altered in order to accommodate the installation of a bus shelter.

Please read the Guidance Notes carefully before completing the Application Form. They detail all other requirements you need to meet the criteria for the grant.

	<p>For more information and to submit your application form, contact:</p> <p style="text-align: center;">Clare Ellen clare.ellen@kent.gov.uk</p> <p>As noted above, please remember that the deadline for applications is: 21st August 2020 @ 12 Noon</p>

Appendix 3 KCC County Councillor Report- Martin Whybrow

Household Waste Recycling Centres

The Communities Secretary, Robert Jenrick, has asked councils to plan for the organised reopening of their HWRCs, with updated guidance due to be published shortly to support this. KCC has said it will seek to reopen them as soon as it is safe and feasible to do so, with effective social distancing, PPE for staff and traffic management in place, using a booking system that KCC is developing jointly with Medway Council.

Kent Together

Supporting the local efforts, KCC has a Kent Together call support service which, as of the end of last week, had received more than 3,000 calls and 4,500 requests for help. The number is 03000 41 92 92.

Personal Protective Equipment

KCC has a PPE Task Force which has been working to obtain PPE and coordinate stocks across the county. Since 3 April, KCC and its partner Kent Commercial Services have made over 500 separate deliveries of hundreds of thousands of items of critical PPE to care settings all over Kent – all free of charge. The Council has also worked with KCS to establish a portal for ordering stock.

COVID-19 Testing for Care Home Staff

Individuals who are eligible are those who are self-isolating, have symptoms that may be due to Covid-19 and are either:

- A staff member working within a care home with symptoms;
- Symptomatic household member of staff member.

For East Kent there is a direct booking website (details have been distributed directly to care homes).

Mental Health and Wellbeing

There is a new 24 hour service for anyone in Kent or Medway in need of mental health crisis support. Support is now available simply by texting the word “Kent” or the word “Medway” to 85258. This is the UK’s first free 24/7 text service for anyone in crisis anytime, anywhere. The service is provided by the national charity Shout and every conversation is with a human being.

Social worker recruitment

KCC has launched a recruitment drive for social care professionals to support the council’s ongoing response to coronavirus. Professionals who have recently been re-registered by Social Work England or the Health and Care Professions Council are being encouraged to join the team to help the Adult Social Care service support and maintain the wellbeing of the county’s most vulnerable people during the outbreak. There are roles available across the entire Adult Social Care service.

Kent Highways

All operational services are performing effectively, including the pothole contractors. Drainage, landscape services, urban grass and street works continue with full programmes. Street work permits remain

high with more utility companies returning to planned programmes where social distancing rules allow. UK Power Networks has confirmed it will return to routine activities and has over 2,500 jobs in Kent within its immediate backlog.

A long-term road safety strategy is under development. This will seek to use the experience of lockdown to help influence, and provide measures, to change driver behaviour and public choice on how they travel. It will look to exploit sustainable transport modes and increase public transport use.

Public Transport

KCC is intending to provide refunds for Kent Travel Saver and 16+ schemes. Options for this are under development.

Scams and Guidance

Unfortunately criminals are using the crisis as an opportunity to make money, including through offers to decontaminate houses; offers to do shopping or collect prescriptions; pretending to be from the local health authority or NHS and offering to carry out virus tests; and requests for charitable donations, plus a range of online and email scams. Advice and guidance is on the KCC website; the number to report potential scams is 0808 223 1133.

Finally, can I take this opportunity to thank everyone involved with setting up and running the Romney Marsh Community Support Hub, including all of the many volunteers and the district council. I was pleased to be able to provide support for this at the planning and set-up stages, including helping with the distribution of leaflets for Dymchurch (thanks to Deana and others for their help here) and am in regular contact with Jon Wilson and the team. I have committed to provide financial support through my KCC Community Members Grant. Alongside the other two Hubs in the district, it is providing such vital support and reassurance during this crisis and led the way in Kent and, indeed, in the whole country in terms of a rapid, well-constructed “bottom up” response. It is testimony to the terrific community spirit across the area.

Barclays Bank Summary as at last Bank Statement received -

Opening Balance	27,289.62
Add Receipts	30,858.45
Total	58,148.07
Less Payments	30,000.00
Balance as at 22/04/20	28,148.07
Less Earmarked Funds – GSE Carpentry	1,157.00
Less Invoices to be paid	0.00
Outstanding Cheques Not Cleared	0.00
Available Balance	26,991.07

Unity Bank Summary as at last Bank Statement received -

Opening Balance	6,537.81
Add Receipts	71,500.02
Total	78,037.83
Less Payments	72,885.55
Balance as at 31/04/20	5,152.28
Less Earmarked Funds	0.00
Less April Invoices to be paid	646.73
Outstanding Cheques Not Cleared	0.00
Available Balance	4,505.55

Barclays Business Savings Account	11,543.04
NSI	94,725.73

Dymchurch Parish Council**Bank Balances, Income & Expenses 2019/2020**

£

Opening Balance 157,223.46

Income

Car Park	31,556	
VAT Refund for 18/19	7,470	
Trading Licences	3,235	
Precept	83,000	
Other	2,228	
Total Income		<u>127,489.96</u>
		284,713.42

Expenses

Burial Ground	2,578	
Bulls Field	7,754	
Highways	1,531	
Recreation Ground	7,348	
Seawall	13,358	
Promotion	2,144	
Administration	19,253	
Staffing	45,236	
VAT Paid	9,386	
Project Expenditure - Kiosk	25,639	
Cash Book Expenses	134,227.56	
Pre Paid Electricity on DD	282.25	
Adjust for over payment & prior Yr	16.60	
Total Expenses		<u>134,526.41</u>

Closing Balance 150,187.01**Bank Balances @ 31/3/20**

Barclays Current A/c	27,289.62
Barclays Reserve	21,543.04
Unity Trust Bank	6,537.81
NSI	94,725.73
Petty Cash	90.81
	<u>150,187.01</u>

Bank Balances @ 1/4/19

Barclays Current A/c	32,2228.50
Barclays Reserve	21,231.64
Barclays Rate Reward	10,449.20
NSI	93,973.94
Petty Cash	340.18
	<u>157,223.46</u>

Dymchurch Parish Council

2019-2020 Actual & Budget Spend

	ACT	BUD	ACT vs BUD	
	TO Mar 20	To Mar 20	DIFF	
Burial Ground	2,578	2,470	(108)	
Bulls Field	7,754	14,345	6,591	£5k for TRO, Signage & remarking
Highways	1,531	4,055	2,524	£800 Shelter cleaning, £300 clock, £525 Benches
Recreation Ground	7,348	18,102	10,754	£10k repairs and Maint, £1.6k weekly checks
Seawall	13,358	20,495	7,137	Buoy £2k, Kiosk £1.5k, Ent £1.3k, Inspect £825
Promotion	2,144	2,000	(144)	
Administration	19,551	32,342	12,791	FOI/DP £4k, Election £3k, Extension £3k, Training 1.8k
Staffing	45,236	29,660	(15,576)	One off payment
VAT Paid	9,386	-	(9,386)	Off set by reclaim from 18/19
Project Expenditure	25,639	34,000	8,361	Spend on kiosk refurbishment
Expenses	134,526	157,469	22,943	
Car Park	31,556	34,000	(2,444)	
VAT Refund	7,470		7,470	Off set by VAT incurred 19/20
Trading Licences	3,235	6,000	(2,765)	1 licence paid in advance 18/19
Precept	83,000	83,000	-	
Other	2,228	-	2,228	
Income	127,489	123,000	4,489	
Surplus / Deficit	(7,037)	(34,469)	27,432	