

**0035/DECEMBER/2017**

**MINUTES OF DYMCURCH PARISH COUNCIL** meeting held on  
**MONDAY, 4<sup>TH</sup> DECEMBER, 2017**, at 13 Orgarswick Avenue, Dymchurch.

**PRESENT:** Chairman Cllr. Roger Wilkins, Cllr. Russell Tillson, Cllr. Richard Blackwell, Cllr. Denise Meyers, Cllr. Ian Meyers, Cllr. Merlin Redding  
Parish Clerk and 9 members of the public.

**APOLOGIES:**

None received.

**DECLARATIONS OF INTEREST:**

None

The Chairman informed members of the public that Council unanimously agreed at its meeting on 6<sup>th</sup> November, 2017 to change Standing Orders and introduce a different procedure for public session following continuous criticism that the Minutes were not recording public questions correctly. As of the meeting on January 8<sup>th</sup>, 2018, members of the public may ask a question only if notice has been given by delivering it in writing to the parish clerk, no later than the second Friday of each month before the following month's council meeting. Each question must provide the name and address of the questioner. A paper was distributed to members of the public and a copy of the paper is attached at Appendix 1 to the Minutes.

Proposed by Cllr. Tillson, seconded by Cllr. Denise Meyers, that the meeting be adjourned for public session. All Agreed. Meeting adjourned at 7.03pm.

**PUBLIC SESSION:**

Mr. Williams asked for the view of the parish council regarding an option to develop at the recreation ground. Council informed it has not yet discussed its view on such an option; this will be determined after consultation with parishioners.

Sheila Jones informed The Day of Syn Committee has declined the offer to operate an overspill car park at the recreation ground but would like the Committee to be considered for a grant.

Meeting resumed at: 7.10pm

**MINUTES:**

Proposed by Cllr. Tillson, seconded by Cllr. Wilkins, that the Minutes of the meeting held on 6<sup>th</sup> November, 2017, be approved. Agreed.

**MATTERS ARISING:**

Cllr. Blackwell informed Martello Tower No.25 is back on the market.

**CORRESPONDENCE:**

**Shepway District Council:**

Notice received that publication of the St. Mary in the Marsh Neighbourhood Development Plan is on deposit until 21<sup>st</sup> December. Representation from the Council can be made through the district council's portal <http://shepway-consult.objective.co.uk/portal/>.

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**National Association of Local Councils:**

The chief executive has written to the Dept. for Digital, Culture, Media and Sport to set out concerns about the impact of the General Data Protection Regulation on councils and has requested financial assistance to meet the cost of appointing a Data Protection Officer for each council. The chief executive is in talks with the local government minister Marcus Jones MP and other DCMS ministers.

**KCC Cllr. Martin Whybrow:**

Update received on Eastbridge Road and the local school. Cllr. Whybrow is hoping that KCC will now put Eastbridge Road on a list of prioritised schemes for submission for funding to central government. Also, there has been no response from the school but Cllr. Whybrow is continuing to pursue a meeting regarding a crossing. Clerk read the communication.

Notification received that Eastbridge Road will be closed for up to 2 days on 11<sup>th</sup> December to enable urgent carriageway repairs.

**Home Office:**

A response has been received following council's communication regarding Policing on Romney Marsh. Clerk read the letter from B. Jugdaohsingh, Direct Communications Unit.

**Romney Marsh Forum:**

Members of the Romney Marsh Forum have expressed agreement that a joint leaflet is a positive idea and councillors agreed to take the suggestion back to their parishes for consideration. New Romney Town Council agrees in principle with the idea, but has declined to assist with funding the proposed publication.

**Dymchurch Village Hall Management Committee:**

Minutes of the AGM have been received and the charity has changed to a Charity Incorporated Organisation. The advantage of this change is that Trustees are not financially liable should things go wrong.

The parish council is entitled to a representative on the Committee; the placement is vacant at the current time and the chairman agreed to attend for the time being.

**Day of Syn Committee:**

Following the council's offer to open the recreation ground as an overspill car park the Day of Syn Committee has declined the offer. Clerk read the response.

**Neil Buckley:**

Has made enquiries about using the football pitch at the recreation ground. Clerk read Mr. Buckley's letter. Council agreed the pitches and posts can be used, but due to the condition of the pavilion, this should not be used.

Clerk informed that previous enquiries from Tom Burger have gone quiet.

**Dymchurch History and Heritage Group:**

Has informed there will be carol singing at the Christmas Tree near Martello Tower 24, at 6pm on 20<sup>th</sup> December.

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**PLANNING APPLICATIONS:**

- Y17/1076/SH** Listed Building Consent  
24 Mill Road Refused by SDC.
- Y17/1075/SH** Single storey side and rear infill extension  
24 Mill Road Refused by SDC.
- Y17/1179/SH** Prune back overhanging branches  
9 Mill Road No Objection by SDC
- Y17/1499/SH Erection of a single storey rear infill extension  
24 Mill Road Proposed by Cllr. Blackwell, seconded by Cllr. Denise Meyers, that  
No Objection be made.  
Voting: For: 6 Against: 0 Abstentions: 0 Interest declared: 0
- Y17/1500/SH Listed building consent for side storm porch and alterations  
24 Mill Road Proposed by Cllr. Blackwell, seconded by Cllr. Denise Meyers, that  
No Objection be made.  
Voting: For: 6 Against: 0 Abstentions: 0 Interest declared: 0
- Y17/1493/SH Felling of a row of sycamore trees in conservation area  
135 High Street Proposed by Cllr. Denise Meyers, seconded by Cllr. Blackwell, that  
Without a report to explain the need for removing the trees, the  
application be objected.  
Voting: For: 6 Against: 0 Abstentions: 0 Interest declared: 0
- Y17/1343/SH Erection of a front and side extension and enlargement conservatory  
19 The Fairway and extension to existing garage.  
Proposed by Cllr. Wilkins, seconded by Cllr. Blackwell, that  
No Objection be made.  
Voting: For:6 Against:0 Abstentions: 0 Interest declared:0
- Y17/1452/SH Erection of a side extension  
31 Lyndhurst Road Proposed by Cllr. Blackwell, seconded by Cllr. Denise Meyers, that  
No objection be made, subject to neighbours' views being taken into  
Consideration.  
Voting: For: 6 Against :0 Abstentions:0 Interest declared:0

**ACCOUNTS:**

Proposed by Cllr. Tillson, seconded by Cllr. Wilkins, that the accounts be accepted. All

Agreed

Salaries:	1633.98
HMR&C:	539.65
Keith Rouse	84.00
Trans-Fire Protection Ltd.	102.24
Enterprise Ltd.	425.66
Orgarswick Forge	850.00
D. Morris	130.00
Veolia	69.80

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**DISTRICT COUNCIL REPORT:**

Cllr. Wilkins informed that Princess Parade at Hythe is being considered in January, 2018.

The garage extension application at Hythe Road Dymchurch was refused in accordance with SDC officer recommendation. The lorry park at Stanford is on hold at the current time.

Cllr. Tillson informed the Neptune public house licence extension has been granted subject to a number of restrictions and requirements.

Cllr. Ian Meyers informed he substituted at a planning meeting for SDC Cllr. Ms. Govett and he has awarded Newchurch a grant for new play equipment from his ward councillor fund.

Cllr. Wilkins has offered the same.

**CHAIRMAN'S REPORT:**

The Christmas Window Competition will be judged during the week of 18<sup>th</sup> December.

**TO RECEIVE REPORTS ON MEETINGS ATTENDED:**

Cllr. Tillson attended a Flooding Awareness seminar conducted by KCC and SDC Resilience Units. The seminar will also be presented to the Marsh Forum. Cllr. Tillson regarded the seminar as most informative and he will bring the documentation to DPC and provide more information at a future meeting under an agenda item. Cllr. Tillson also attended a Health Options Seminar in New Romney where a multi-purpose medical centre could be considered to meet acknowledged local needs.

Cllrs. Denise Meyers and Richard Blackwell held a Friends of Martello 24 volunteers meeting and informed the tower had attracted 4137 visitors during the summer season. Private groups will be visiting the tower over the winter period and an official opening could be planned for the spring. English Heritage is attending to the water ingress at the tower.

**TO RECEIVE REPORTS FROM WORKING GROUPS:**

Cllr. Blackwell informed the World War I working party had met and is starting to make progress on activities in the village. Minutes were circulated prior to the meeting.

Cllr. Blackwell informed the Coastal Community Team working party had met and concern was expressed by its members regarding SDC's support for the village. The new toilet block payment mechanism needs to be repaired or removed, dog fouling is a continuous problem and greater presence of enforcement officers is required; larger bins are needed in the car park and life guarding should be in place. Cllr. Blackwell asked for these issues to be pursued by SDC ward councillors.

**BUDGET AND PRECEPT:**

Clerk tabled a draft budget that identified the council's financial obligations and a number of new costs that are being imposed on the council. The council's revenue budget for parish governance is on target, but the impact of considerable cost increases on the rate-payer is beyond the council's control. Additional costs being imposed on the council that must be accounted for in the budget include, though are not limited to: election costs, village green application, the effect of increased public demand on staffing levels and data protection reforms. Council made adjustments to the proposed draft budget and reduced the overall total cost in 2018/19 by £8,000. Council recognised that the additional costs are beyond the control of the parish council but have to be acknowledged and accounted for.

Proposed by Cllr. Tillson, seconded by Cllr. Wilkins that the budget be accepted as amended and council accepts the consequence in terms of an increased precept accordingly.

Voting: For: 5 Against: 1

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**VEXATIOUS COMMUNICATIONS POLICY:**

Cllr. Tillson informed that guidance from councils' governing bodies is advising councils to introduce policies to ensure that its time and the time of its staff is not taken up in dealing with communications of a vexatious nature. Such policies have already been adopted by other neighbouring councils. A copy of the proposed policy had previously been forwarded to councillors for their consideration.

Proposed by Cllr. Tillson, seconded by Cllr. Ian Meyers that the policy be adopted.

Voting: Unanimous.

Proposed by Cllr. Blackwell, seconded by Cllr. Denise Meyers that members of the public be excluded from the meeting. Voting: Unanimous.

Public excluded at 9.45pm

**PERSONNEL MATTERS:**

Meeting closed at 9.50pm.

**NOTICE IS HEREBY GIVEN** that the next meeting of **DYMCHURCH PARISH COUNCIL** will be held on **MONDAY, 8<sup>th</sup> JANUARY, 2018** at the Parish Council offices, 13 Orgarswick Avenue.

## **AGENDA**

- 1) Receive apologies for absence
- 2) Declaration of Interest (*Councillors should disclose pecuniary or non-pecuniary interest/s in any item/s on this agenda. Councillors with a pecuniary interest must describe and give details of the interest. Unless the pecuniary interest amounts to a prejudicial interest, he/she may participate fully in the meeting.*)
- 3) Public Session:
- 4) Approve the Minutes of the last meeting and discuss matters arising
- 5) Read Correspondence
- 6) Consider Planning Applications
- 7) Consider Payment of Accounts
- 8) District Council Report
- 9) Chairman's Report
- 10) To receive reports on meetings attended
- 11) General Data Protection Regulation Policy
- 12) Leadership Policy
- 13) To receive reports from Working Parties
- 14) Options Paper

Clerk to Dymchurch Parish Council.

## **APPENDIX 1**

### **DYMCHURCH PARISH COUNCIL – AMENDMENTS TO STANDING ORDERS**

At DPC Meeting 6<sup>th</sup> November, 2017, Council unanimously agreed to change its procedure for conducting Public Session and to adopt a practice that is already conducted by other Town and Parish Councils:

Section 1 of Standing Orders has been amended as follows:-

- (d). A public session will be an agenda item at the first council meeting of the month. Members of the public who have previously submitted questions may ask those questions of the Chairman.
- (e). The period of time designated for public participation in accordance with standing order 1(d) shall not normally exceed 20 minutes, but shall be at the discretion of the Chairman.
- (f). A question may be asked only if notice has been given by delivering it in writing, or by electronic mail, to the parish Clerk, no later than the second Friday of each month before the following month's council meeting. Each question must provide the name and address of the questioner.
- (g). At any one meeting, no person shall submit more than one question, and no more than one such question may be asked on behalf of a single organisation.
- (h). The parish clerk may reject a question if it is not about a matter for which the council has a responsibility; or it is defamatory, frivolous or offensive; or it is substantially the same as a question which has been put at a meeting of the council in the last six months; or it requires the disclosure of confidential or exempt information. The parish clerk will inform the questioner of the rejection of his/her question within five clear working days of receipt, and will provide reasons.
- (i). Copies of all questions will be circulated to all councillors, and will be made available to the public attending the council meeting.
- (j). Questions will be asked in the order in which they were received.
- (k). A questioner may also put one supplementary question, without notice, to the Chairman, or to the person who has been asked to reply to the original written question. A supplementary question must arise directly out of the original question or the reply. The Chairman may reject a supplementary question on any of the grounds specified in Rule 1 (h).
- (l). Any question which cannot be dealt with during the public session, because of lack of time, or lack of relevant information, will be dealt with by a written answer. All written answers will be included in the minutes of the meeting and will also be published on the council's website.