



Minutes of Dymchurch Parish Council held on Monday 1<sup>st</sup> June 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**

**Mr J Lawrence- Parish Clerk**

**Mr A Lawson- Finance and Projects Officer**

**Also present- District Councillor I Meyers and two members 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.

Apologies were received from:

Cllr. J Carr- Family engagement

Cllr. S Leverick- Work 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.

Cllrs Noonan and Coker declared a personal interest in item 13 due to previous family links with the property to be discussed

- 3. MINUTES OF THE PREVIOUS MEETING-** held on the 4<sup>th</sup> May 2020 to be agreed by members present. These minutes will be signed at the next available physical meeting of the Parish Council.

The minutes of the previous meeting were accepted as true record by members present. These minutes will be signed at the next physical meeting of the Council.

- 4. UPDATE ON ACTIONS FROM PREVIOUS MEETING AND CLERKS REPORT-**

The actions of the previous meeting were reviewed, and no comments raised

## 5. QUESTIONS FROM MEMBERS OF THE PUBLIC- Public Participation

- a. Concerns over the rise in rubbish especially along the sea wall- It was agreed that contact would be made with the district Council to request more frequent bin collections, level of service and if there are any plans for further bins to be placed in Dymchurch.

It was also agreed that the development of a litter picking station would be investigated

- b. It was reported that there seems to be arise in dog mess in the Dymchurch area. It was agreed that the enforcement officers would be contacted to inform them of the problems
- c. It was reported that ore people are being seen urinating in bushes as all the toilets are not open. It was confirmed that eh central toilets are open. The seawall toilets are being refurbished and an opening date is not confirmed. A request was made to perhaps consider a further toilet block being installed at the other end of the village.
- d. It was asked what the position regarding the residents parking scheme along the sea wall is- The clerk explained that there has been no further movement from the district Council at this time. He confirmed that Dymchurch Parish Council agreed to the request to install residents parking only in the area at a meeting held earlier this year which is recorded in the minutes. Cllr Wimble was also at the meeting as a member of the public but indicated his support for the scheme as he sits on the Committee for this type of issue. All the paperwork was completed, and copies were sent into parking services along with a copy to Cllr Wimble for his information. We are waiting now for a decision. There us a back log of work at the District due to the Corona Virus lockdown.

## 6. CORRESPONDENCE AND COMMUNICATIONS

### In circulation

No comments raised

## 7. REPORTS FROM REPRESENTATIVES OF OUTSIDE BODIES

### a. District Councillor's Report:

1. Cllr Meyers introduced the idea of free public wi-fi in the beach area to add to the many attractions that Dymchurch offers
2. The possibility of installing QR codes around the village for those using smart phones to find out about the history and heritage of our village

### b. County Councillor's Report

#### A written report was supplied by County Councillor Whybrow:

1. New locations for planting of trees has been requested
2. An update was received regarding the ownership of the steps between the City of London Public House and the Chinese takeaway- It is confirmed that they are not int ownership of the KCC therefore any repairs etc ned to be requested of the District Council

### c. Community Warden's Report

- Not present- Sickness  
d. PCSO's Report  
Not present

## 8. PLANNING

Date Notified	Reference Number	Location	Details	Closing Date	Comments
25/05/2020	20/0624/FH	3 Crossways Close Dymchurch	Proposed Rear extension and carport to front	16/06/2020	No objections unanimous
19/05/2020	20/0663/FH/PA	TELEPHONE EXCHANGE, HARDEN ROAD, LYDD, ROMNEY MARSH, TN29 9LX	Notification for street cabinets		Further information required

## 9. FINANCE

- a. Breakdown of expenditure/income since last meeting  
No issues raised
- 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
- c. Members will review the end of year accounts.  
No issues raised

## 10. PERSONEL COMMITTEE

- a. Members will review and consider the requirement for the formation of a Personnel Committee for Dymchurch Parish Council and if agreed will appoint members to this committee

It was agreed unanimously that a committee should be formed-

Regarding the number of members on the committee Cllr Williams requested that a named vote be recorded.

It was proposed that the five members appointed to the committee will be Cllr. Coker, Cllr. C. young, Cllr. C. McCreedy, Cllr. D. Young and Cllr. M. Wright

VOTES FOR- Cllr Coker, Cllr Noonan, Cllr. C Young, Cllr Wright, Cllr D Young and Cllr C McCreedy.

Votes against- Cllr. Williams

- b. Members will review and consider the Terms of reference for the Personnel Committee.

The members will review the terms of reference for agreement at the next meeting

## 11. TO ACCEPT THE MINUTES OF THE ASSETS AND AMENITIES COMMITTEE AND TO REVIEW AND CONSIDER THE FOLLOWING RECOMMENDATIONS

- a. To replace the missing “keep slipway clear sign” with the addition of no vehicle’s logo  
It was unanimously agreed to replace the sign
- b. To agree that due to timing no hanging baskets will be provided this year but a full review for the 2021 season will take place  
It was unanimously agreed to accept this recommendation
- c. All Seawall benches are adopted for maintenance and future requests should be granted on a 10-year agreement.

The update on the benches was noted, the agreement will be reviewed by the Council once it is set up. The current benches will be maintained by the Council and quotes are being obtained

- d. To approve the latest Dymchurch Parish Council asset register

The asset register was agreed and accepted by members present. The register will be published on the website.

- e. To approve the handover of the kiosk on 1<sup>st</sup> July, advice should be sought on any proposal to extend the licence season along with an estimate of market rental value for the premises

It was confirmed that the handover date would be on the 1<sup>st</sup> July. The Clerk will write to the current licensees.

## 12. PLANNED WORKS

### Members will review the quotes for the following work required

- a. Removal of rubbish from Cemetery compost bin

After discussion it was agreed that George Stevens would be awarded the work.

- b. Maintenance of poplar tree over hanging residents garden Recreation Ground Dymchurch

After discussion it was agreed that Marc Colman would be awarded the work  
6 Members voted for  
1 Member voted against

- c. General Maintenance of hedges, trees, and graves in the cemetery

After discussion it was agreed that the work would be awarded to Trees are us from Greatstone

## 13. BULLS FIELD CARPARK- ACCESS AND LAND OWNERSHIP REVIEW

**Due to the nature of this discussion which involves the personal details of householders and privileged information between solicitors and client’s members will consider excluding the public and press for this item.**

Members will review the report prepared by the Clerk and identify future actions.

After discussion it was agreed that the Clerk would obtain legal advice to confirm-

1. **Access rights across the Bulls Field carpark**

2. **To ascertain a definitive answer to the land ownership and rights within the land at Bulls Field and to consider the two areas of land marked as possessory title.**

**14. DATE OF NEXT MEETING.** 6<sup>th</sup> July 2020 unless otherwise advised. The meeting will be held online unless stated otherwise at will commence at 7.00pm.

Jeff Lawrence  
PARISH CLERK

4<sup>th</sup> June 2020

**Barclays Bank Summary as at last Bank Statement received -**

<b>Opening Balance</b>	<b>28,148.07</b>
Add Receipts	335.00
Total	28,483.07
Less Payments	10197.70
<b>Balance as at 22/04/20</b>	<b>18,285.37</b>
Less Earmarked Funds – GSE Carpentry	1,157.00
Less Invoices to be paid	0.00
Outstanding Cheques Not Cleared	0.00
<b>Available Balance</b>	<b>17,128.37</b>

**Unity Bank Summary as at last Bank Statement received -**

<b>Opening Balance</b>	<b>5,152.28</b>
Add Receipts	10,000.00
Total	15,152.28
Less Payments	3,807.79
<b>Balance as at 26/05/20</b>	<b>11,334.49</b>
Less Earmarked Funds	0.00
Les May Invoices to be paid	5,427.00
Outstanding Cheques Not Cleared	0.00
<b>Available Balance</b>	<b>5,907.49</b>

<b>Barclays Business Savings Account</b>	<b>11,543.04</b>
<b>NSI</b>	<b>94,725.73</b>

Payments to be authorised & paid this month

Ref	Payee		Amount	
27	British Red Cross	U	50.00	PD
20	M Coleman	U	876.00	PD
21	R Perkins	U	660.00	PD
22	R Perkins	U	1,218.00	PD
28	J Lawrence SLCC Fee	U	101.00	PD
29	Salaries	U	1,759.54	
30	F & H DC	U	257.14	
31	Ashe Alarms	U	1,626.00	
32	South East Waste	U	80.00	
33	Ashford BC	U	1,200.00	
34	Burmash Church	U	25.00	
35	Cartridge People	U	31.49	
36	HMRC	U	447.83	
	EDF	U	28.00	DD
	EDF	U	102.00	DD
	EDF	U	53.00	DD
25	Affinity	U	65.37	DD
26	Affinity	U	7.69	DD
<b>Total</b>			<b>5,427.00</b>	

Dymchurch Parish Council					
2020/21 Income & Expenditure - Actuals, Budget & F/C					As at 27/05/21
	BUD	ACT	F/C	FC vs BUD	
	2020/21	YTD	Yr to Mar 21	DIFF	
Burial Ground	3,000	260	2,965	35	
Bulls Field	10,604	2,774	9,493	1,111	Rates £800 below budget
Highways	8,860	25	8,285	575	
Recreation Ground	6,795	745	6,757	38	
Seawall	15,285	1,080	15,320	(35)	
Promotion	1,900	-	1,900	-	
Administration	23,357	2,751	24,501	(1,144)	Election Charge £5k (£1k over budget)
Staffing	27,858	4,861	27,989	(131)	
Earmarked Funds & Reserves	90,000	57,252	90,036	(36)	
VAT	-	12,204	20,204	(20,204)	Offset by reclaimed VAT in income
<b>Expenses</b>	<b>187,659</b>	<b>81,952</b>	<b>207,450</b>	<b>(19,791)</b>	
Car Park	37,000	925	26,365	(10,635)	
Trading Licences	6,350	-	3,350	3,000	Assume income halved
Precept	83,000	41,500	83,000	-	
Other	-	20,268	20,268	20,268	VAT reclaimed received 23/4
<b>Income</b>	<b>126,350</b>	<b>62,693</b>	<b>132,983</b>	<b>12,633</b>	
<b>Surplus / Deficit</b>	<b>(61,309)</b>	<b>(19,259)</b>	<b>(74,467)</b>	<b>(7,158)</b>	

**Pay by Phone**

Went live on 20<sup>th</sup> May

Total Payments by Card to 31<sup>st</sup> May - £440.00

