

SUTTON BY DOVER PARISH COUNCIL  
<http://www.sutton-by-doverpc.kentparishes.gov.uk/>

Minutes

Meeting held in Studdal Church Hall on Tuesday 7 January 2020 at 7.30 pm.

- 1. Present and apologies**    B Merriman (Chair)  
   G Akhurst  
   A Calthorpe  
   D Willet  
   G Smith  
   H Densham  
   S Smith (Clerk)  
   KCC Member Steve Manion  
   Members of the public  
Apologies:                      K Little

**2. Approval of the 3 December minutes**

The minutes were proposed as a true record of the meeting by Cllr Akhurst seconded by Cllr Calthorpe and all members voted in favour. They were signed by the Chair

**3. Declarations of interest**

Cllr Calthorpe declared an interest on item 9. Finance.

**4. Matters arising from 3 December meeting**

*Canton.* Cllr Merriman offered to visit the site to raise the issue of parking again.

*Flooding.* No further update on the local flooding. In future photos to be submitted with reports.

*Christmas lunch.* Cllr Calthorpe thanked the Council for their donation towards the free lunch. It had been very successful with about 20 elderly residents sitting down to enjoy the meal.

*Sutton accident.* Reported to Highways.

*Beacon Hill crossroads.* Highways have notified the contractor of the work required and are waiting for timescales which they will pass on to the Parish Council.

*Christmas tree lights switch on.* The event had gone very well.

**5. Visitors**

No reports

**6. Playing field**

i) Boundary fence. The update from the person acting on behalf of the land owner was read out indicating that a new fence would be erected at the earliest possible convenience which would probably be in the spring taking into account weather conditions.

It was reported that the cows had escaped again twice. The landowner to be contacted to ask for sight of their Public liability insurance. Clerk to action.

In the meantime any incidents to be passed to the Clerk for reporting back to the land owner.

**7. Community upkeep**

i) Cutting back of hedge at picnic area Jacks Bush and ii) Reducing number of trees at picnic area Jacks Bush.

It was agreed that minimal trimming up of the trees was necessary and possibly when the area had been opened up, Stiles and Bates to be contacted to let them know their hedge is once again accessible. Cllr Willet and Cllr Akhurst offered to trim up some of the trees at the site.

iii) Trees in Homestead Lane

Opposite Greenacres. The ivy on the trees has been cut back. National Power have also been contacted. The inspection to note any work required has been recorded as urgent. Clerk to send an update to the local resident who raised the issue.

Hedge and trees opposite Meadow Cottages. The landowner has been in contact with the Parish Council with an update. No cutting back has taken place at the moment. Clerk to reply to the landowner.

## **8. Reports from DDC/KCC Members**

KCC Member Steve Manion wished the Councillors and Clerk a Happy New Year and reported on the following:

*Parking charges.* The proposed increase in charges will help raise money for electric car charging points.

*Climate Emergency.* Being discussed by the Council.

*Council's 5 year plan.* Available for comments online up to 17/2/20.

*Fire and Rescue Authority.* A Safety and Well Being Plan is out for consultation.

## **9. Finance:**

i) To approve the payment schedule for January was proposed by Cllr Akhurst seconded by Cllr Willet and all members voted in favour.

Chq No.

001371 A Calthorpe	Donation to Xmas dinner	£ 50.00
(Approved and signed at the December meeting)		
001372 Clerk	December wages	£347.50
001373 Clerk	December ex	£ 20.00
	Onedrive subscription	£ 13.68
	Dec meeting refreshments	£ 40.00
		£ 73.68
001374 C Little	Groundwork December	£240.00

ii) Bank reconciliation for December

Current account £6,938.50 and Reserve account £15,620.33 giving a total balance of £22,558.83. The reconciliation was agreed as correct and signed by Cllr Akhurst.

## **10. Pension**

To remain compliant with the Pension Regulator, the Council must write to any employees about their pension status. Cllr Akhurst is in the process of drafting this letter. To write to the Clerk setting out the position and to confirm compliance with the pension regulator in the future was proposed by Cllr Akhurst seconded by Cllr Willet and all members voted in favour.

## **11. Annual Litter Pick**

Various points were discussed by the Councillors:

The date was decided, Saturday 4th April.

To spend up to £50 on refreshments and replacement equipment. A quote for the equipment to be available for the February meeting.

A risk assessment would be required, Cllr Calthorpe offered to supply this.

Rural Roundup to be notified. Cllr Merriman offered to do this.

Community Centre to be booked 9.30 to 12.30. Cllr Calthorpe offered to book this.

This was proposed by Cllr Calthorpe seconded by Cllr Smith and all members voted in favour.

## **12. Website**

The website manager Claire Inglin has been looking into the various options and reported back to the Council.

KCC are withdrawing their funding for the current website which will be switched off on 31/8/20

The questionnaire from the existing website host, Cantium needs to be completed by 31/1/20.

To notify Cantium before 31/1/20 that the Parish Council do not intend continuing with them was proposed by Cllr Akhurst seconded by Cllr Smith and all members voted in favour. Clerk to action.

The Council will need a new domain name. The new website hosts will also provide email addresses for the councillors.

To be looked into further. Claire to update Clerk as necessary.

Cllr Calthorpe asked for a public vote of thanks to Claire for all her hard work on this.

### **13. Budget/Precept**

To sign the Parish Precept Demand Notice with the amount approved in December was proposed by Cllr Akhurst seconded by Cllr Calthorpe and all members voted in favour. Clerk to send precept form to DDC.

### **14. Local Planning:**

For consideration by Councillors:

i) Planning Policy. KCC/DDC Member Steve Manion reported to the meeting that the publication of the site allocation document has been delayed for the moment.

ii) DOV/19/01473 Newlands Farm, Stoneheap Road, East Studdal CT15 5BU.

Erection of 3no. detached dwellings with associated parking and a single detached garage for existing property (existing 7no. barns to be demolished).

The Council decided to object to the application for the following reasons:

1. The development is outside the village envelope.

2. The development is in the open countryside.

3. The development would significantly increase the amount of traffic on 2 single track lanes.

4. It would be out of character to have a multiple development in the open countryside.

5. The development, being in a prominent high position would be highly visible in the surrounding area.

This was proposed by Cllr Smith seconded by Cllr Merriman and all members voted in favour. Clerk to submit response to DDC Planning.

Noted:

i) CON/18/01040/B Meadowside, Stoneheap Road, East Studdal CT15 5BU.

4 - Site plan provided showing vehicular hardstanding. Condition Approved

ii) CON/18/01040/D Meadowside, Stoneheap Road, East Studdal CT15 5BU.

8 - Hard and soft landscaping plan provided. Condition Approved

iii) DOV/19.01231 The Outrigger, Chapel Lane, Ashley CT15 5HZ

Variation of condition 2 of planning permission DOV/15/00936 to allow change of materials (application under Section 73). Permission granted

iv) CON/18/01040/C Meadowside, Stoneheap Road, East Studdal CT15 5BU

5 - Watching brief report provided. Condition part approved.

v) DOV/19/01050 Land Adjacent to The Homestead, Homestead Lane, East Studdal CT15 5BN

Erection of 2no. semi-detached dwellings, car ports and creation of vehicular access. DDC Granted permission.

vi) CON/18/01040/E Meadowside, Stoneheap Road, East Studdal CT15 5BU.

9 - Bin and Cycle storage details provided. Condition approved

A query arose on the status of the planning application at The Homestead, Homestead Lane. Conversion of 3 barns into dwellings. Clerk to make enquires with DDC

### **15. Highways**

The potholes in Roman Road have been marked out for filling.

Strakers Hill crossroads. There has recently been 3 accidents in the icy weather. Local residents are being encouraged to put the grit from the salt bins out on the road at this site.

#### **16. Allotments**

Cllr Akhurst will be updating the current agreement and cover letter. Various points were discussed:

1. To charge a set annual fee of £10 for all plots regardless of size.
2. To talk to the allotment holder regarding the status of the large shed at the site.

These points were noted and agreed by the Councillors

Insurance. The insurance company has clarified the public liability insurance at the site for plot holders. As far as activities undertaken on the land, individual plot holders are responsible for insurance on their own plots. This information will be covered in the new agreement.

#### **17. Correspondence**

Consultations/Surveys/For consideration

KALC.

i) VE Day 75 arrangements. 8/5/2020. To work as a joint event with the Community Centre and/or Playing Field committee, to hold a celebration event at 3.00 pm, either in the Community Centre or at the playing field. KCC Member Steve Manon offered to look into giving a donation towards funding the event. Cllr Calthorpe offered to approach the playground committee. Clerk to check whether the Church has been contacted about the date.

ii) Ripple Parish Council. Invitation to join a Speedwatch group with neighbouring parishes. The Council discussed this but agree to decline their offer as the parish traffic survey had proved the amount of speeding in the parish was very limited and a previous Speedwatch presentation had showed it not to be appropriate for Sutton's rural situation. Clerk to reply to Ripple's Clerk.

#### **18. Any other business to report/matters to discuss**

*Swing frame.* The ground is still too wet to remove the frame.

*Community Centre.* Steve Anchor is the new Chairman.

*National village hall day on 25/1/2020.* The Community Centre Committee are organising various events at their hall. To be advertised on the parish council website. Claire Inglin offered to upload the information.

#### **19. Date of next meeting:**

Tuesday 4 February 2020 at the Church Hall, Studdal at 7.30 pm

Meeting closed 8.59 pm

Signed: Cllr Graeme Akhurst (Acting Chair)

Date: 4th February 2020

A paper copy is on file with the Clerk.