

SUTTON BY DOVER PARISH COUNCIL  
<https://suttonbydoverparishcouncil.org.uk/>

Minutes

Parish Council meeting  
Held remotely using the Zoom platform  
1st December 2020 07:30 PM

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

- 2. Declarations of interest**  
None

**3. Approval of the minutes 3 November 2020**

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

**4. Matters arising from the minutes 3 November 2020**

*DDC planning letter.* The response from DDC regarding the rewording of their planning application notification letter was read out to the meeting. Cllr Smith expressed his disappointment that the effect of the application on the local area no longer appears to be the prime consideration for DDC as they are now obliged to comply with Government targets. Cllr Smith voiced his concerns that the Parish Council does not have as much say as in the past. To go on the agenda for January.

*Printer driver.* Clerk to sort out when possible.

*Napchester Road issue.* DDC have not received a planning application yet for Great Napchester Farm.

*Access Road to Playing Field.* Cllr Akhurst drafted a response to the resident requesting access based on the decision taken at the November meeting. No response has been received back yet.

*Playing field.* The new bench and picnic table have arrived. Doug Vickers has kindly agreed to fix them in place as soon as the weather is good enough.

*Bird spikes.* Thanks to Cllr Willet for installing them.

*Allotments.* 2 or 3 allotment holders have kindly burned all the outstanding cut foliage.

*Memorial plaque.* Clerk to visit Timpsons with agreed layout.

*Broken donated bench.* The Council are still waiting to see if anyone can help fix it.

*Manston leaflets.* Extra leaflets were given to Cllr Willet for delivering.

*Training course.* Cllr Merriman decided not to attend.

*Street cleaning.* Has gone ahead in the parish.

**5. Finance:**

To approve the payment schedule for December was proposed by Cllr Merriman seconded by Cllr Little and all members voted in favour.

Chq No.

001418 Clerk

November wages

£ 347.50

001419 Clerk	November ex	£ 20.00	
	Onedrive	£ 13.68	£ 33.68
001420 J Stroud	Allotment/Orchard		£ 350.00
001421 D Vickers	Concrete for benches		£ 36.00

## 6. Insurance

i) To agree an increase in premium of £3.10 to cover the new benches, with the extra amount becoming due in June 2021. This was proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour.

## 7. Budget/Precept

On the basis of the draft budget, the Council discussed the increase in 2020 figure of £12,899 by 1.99% which assuming no tax base change gives £13,149. To increase the precept figure from last year by 1.99% or to £13,149 whatever results in the lesser figure, (subject to alterations as discussed, reducing the website line from £750 to £300, and expanding the line Allotment/orchard/playing field maintenance from £500 to £950, with any reduction in the precepted amount from £13,149 caused by a change in the tax base resulting in a reduction to that line item of £950 accordingly) was proposed by Cllr Akhurst seconded by Cllr Calthorpe and all member voted in favour.

## 8. Local Planning:

For consideration by Councillors:

i) DOV/20/01203 Fieldings , Stoneheap Road, East Studdal, CT15 5BU

Change of use and conversion of existing outbuilding to 'Self-build and Custom Build ' residential dwelling and demolition of existing outbuildings. To make no response to the application was proposed by Cllr Merriman seconded by Cllr Smith and all members voted in favour.

The application highlighted inadequacies in the Village Design Statement (“VDS”) position on development outside the village confines. It was agreed to try to revisit the planning policy in the future to clarify the position.

ii) DPV/20/01215 11 Meadow Cottages , Homestead Lane, East Studdal, CT15 5BP

Erection of two storey side extension. To support the application was proposed by Cllr Merriman seconded by Cllr Little and all members voted in favour. Clerk to submit response to DDC Planning.

iii) DOV/20/00955 Stoneheap Farm, Willow Woods Road, Little Mongeham CT14 0HS

Creation of a sand school for exercising horses. To support the application was proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour. Clerk to submit response to DDC Planning.

Noted:

i) DOV/20/00542 Warcott Lodge, Roman Road, Maydensole CT15 5HR

Erection of an outbuilding for use as a holiday let with associated parking (existing outbuilding to be demolished). Revisions in respect of change of pitched roof to flat roof and submission of business plan. DDC Granted permission.

ii) DOV/20/00807 Warcott Lodge, Roman Road, Maydensole CT15 5HR

Erection of single storey side/rear extensions with integrated double garage and alterations to windows and doors (existing side extension to be demolished). DDC Granted permission.

## 9. Report from DDC/KCC

Cllr Kenton reported on the following:

DDC budget. Has been revised because of the pandemic. Dover Council has built up its reserves in the past so will be able to run on them.

Border control point. Going ahead at Whitfield. Although the location has not been officially announced.

Manston. May be used as a stacking point for Brexit.

Local Plan. Coming up in cabinet. There will be a consultation in January.

Village confines. These are being revised around the villages. The Parish Councils will be consulted on this.

Planning training. Will be going ahead soon.

A discussion on local planning policies went ahead. Cllr Akhurst asked for clarification from the district/county councillors on the Parish Council's own local planning policies and whether it was necessary for a planning policy document to go out to referendum in the local parish to have any legal force. Cllr Manion confirmed that the parish councils could develop their own policies but they would have to be in line with Dover's and would only have any legal force if they had been through the relevant legal process. It was therefore noted that whilst the Parish Council might use its planning policy as a guide when looking at planning applications the Parish Council's current planning policy/VDS did not have the force of law.

Cllr Manion reported on the following:

Customs facility. The Council has concerns about this and is trying to organise a meeting.

Pandemic. Update from leader of the Council, circulated to councils.

KCC Budget. There are concerns about this. Out now for consultation.

Cllr Manion wished the Chair and Council a Happy Christmas.

## **10. Playing field**

Covered earlier in the meeting.

## **11. Allotment**

i) Waiting list and allocation of sites. The new plots have been allocated and agreements returned. A query arose about key holders. It was agreed that Kate would hold the key which people could request if they occasionally need vehicle access to their plot.

The area is looking good. Congratulations and thanks were offered to Cllr Little and the others for all their work.

## **12. Orchard**

i) *Ideas for community involvement.* The Council discussed the list of ideas which had been circulated and agreed the suggestions of open days in each season were a good idea to increase the community involvement at the site. To go on the agenda for January. Councillors to consider and decide which days they would be prepared to take a lead on.

ii) *To discuss maintenance works.* The Council expressed their gratitude to Doug Vickers who has been instrumental in cutting back the brambles at the back of the orchard.

It was agreed that it would be a good idea to get the fruit trees professionally pruned in January with quotes to be organised by the Clerk for the January meeting (only from people who could visit the site). Cllr Little to show people what needs doing. The Council also plan to discuss topping the trees in the allotment and orchard at the next meeting

*Grass cutting.* The Councillors discussed the orchard grass cutting. As the grass cutter has lost some of the area with the new allotment plots it was agreed to write to him to explain that the Council would like the newly reclaimed area at the back to be cut as a swap with the area that has been reduced. Clerk to action.

*Beehives.* A query arose as to whether it is still safe to have the beehives. Cllr Little pointed out that as there is a badger set at the back which cannot be disturbed, the bees were already in an area which is not really a communal area at the moment and that perhaps it could be roped off at the front whenever there was an open day event.

## **13. Correspondence to note**

i) *MIPROW*. KCC (Restricted Byway EE492 at Sutton) Definitive Map Modification Order 2020. Noted.

**14. Any other business to report/matters to discuss**

*Village Design Statement*. Cllr Willet had passed on a request for clarification that the VDS does not have any legal force as it was made before the current legislation. Although already covered earlier in the meeting a brief discussion took place. Cllr Smith gave a general overview of the original VDS process going on to explain that the Parish Council had been considering updating their planning policy. However the question had arisen recently as to whether it was viable for the Council to spend a lot of time on this. Cllr Manion reiterated that if the local community created a design statement which fitted within the DDC policies, then DDC would take account of it. Cllr Manion offered to pass on the Ash policy press release for circulating to Councillors.

*Street lights*. There are a couple of lights on in the day in Downs Rd. Cllr Manion offered to report them if the details were passed to him.

*Lagoon at Studdal House Farm*. This has filled to the top recently. Concerns were raised that it might flood. It was agreed to request that the lagoon is inspected to see whether it needs to be desilted or emptied in some way. Clerk to action.

*Salt bins*. Kindly filled up by Cllr Densham and a new bag applied for from Highways.

*Kent Police Survey*. The annual policing survey has been launched. Response date is 5 January 2020. To go on the website. Clerk to action.

*1 Meadow Cottages*. It has been reported that an extension is being built at the property. The development may be allowed under permitted development. DDC are investigating if there is any breach of planning.

*Census March 2021*. Councillors to read the circulated information. To go on the February agenda.

**15. Date and status of next meeting:**

Tuesday 5th January 2021 - Venue to be confirmed

Cllr Merriman wished everyone a Merry Christmas and a Happy New Year.

Meeting closed: 9.00 pm

Signed: Cllr Merriman

Date: 6th January 2021

A paper copy is on file with the Clerk.