

Minutes

Meeting held in Sutton Community Centre on Tuesday 7th September 2021 at 7.30 pm.

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

2. Declarations of interest

Cllr Merriman declared an interest on item 6. Finance, Cllr Akhurst declared an interest on item 9. i) Settlement confines and Cllr Calthorpe declared an interest on item 8. v) Sutton Community Centre request.

3. Approval of the minutes 27 July 2021

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

4. Matters arising from the minutes 27 July 2021

Outstanding planning/enforcement items. DDC has sent an email stating that updates on outstanding issues will only be sent to the parish council on conclusion of the investigation.

Youth shelter. The shelter and picnic table have not been painted yet.

Road sweeper. Still no visit to the parish. The drains have been cleared out but it was felt these would fill up again straight away with the debris on the road. Clerk to raise these issues with Highways.

Dog waste bags. Leaflets about the disposal of these have been put on the footpath, the website and notice boards.

Eastling Down site. No update.

Great Mongeham Airfield. A detailed report from the Chocks go away group has been received and is being circulated to Councillors. It was noted that this report was already in the DDC planning portal.

Charity Commission. Cllr Akhurst has filed the annual return.

5. Visitors

No issues were raised.

6. Finance

Cllr Merriman left the meeting.

i) To approve the payment schedule for September was proposed by Cllr Calthorpe seconded by Cllr Densham and all members voted in favour.

Chq No.

001456	Clerk	July wages		£ 347.50
001457	Clerk	July ex	£ 20.00	
		Onedrive	£ 13.68	
		Flowers	£ 10.00	£ 43.68

001458 Clerk	August wages	£ 367.50
001459 Clerk	August ex Onedrive	£ 13.68
001460 Playsafety Ltd	Rospa report	£164.40
001461 B Merriman	Laminator pouches	£ 8.99

Cllr Merriman returned to the meeting.

7. General Administration

i) The Councillors discussed the purchase of new office equipment including laptop, printer and software. It was agreed that up to £1000 could be spent subject to the equipment having: Bitlocker encryption; Windows professional use package and Trusted Platform Module. This was proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour.

ii) The Council's risk assessment was discussed. A small alteration was agreed. This was proposed by Cllr Merriman seconded by Cllr Calthorpe and all members voted in favour. Clerk to update.

8. Local Community

i) Defibrillator. The servicing of the defibrillator was briefly discussed. It was decided that further investigations should be made. Clerk to action. Cllr Manion offered to ask the advice of the Kent fire and rescue authority as they had originally provided the defibrillator.

ii) Bus Shelter. It was decided to bring to a close, the use of the bus shelter as a book store as it has become overrun. Concerns were voiced that with bad weather coming, no room was being left to use the shelter for its proper purpose. Clerk to ask if the Church would like the bookcase and books.

iii) Notice board. The Council discussed relocating the notice board from the Church Hall hedge to a location more easily accessible to everyone. It was decided to install it on the inside of the bus shelter. A local resident kindly offered to do this for the council.

iv) New bins for the parish. The Council discussed the purchase and installation of a new bin in Ashley near the footpath entrance onto the road. Enquiries to be made from DDC regarding the cost of having it emptied. Clerk to action

v) Sutton Parish Community Centre. Email requesting support for their application to install two electrical charging bays. The Council decided to support this application on the understanding that there is no financial commitment now or in the future. This was proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour.

9. Local Planning:

For consideration by Councillors:

i) DDC. Settlement Confines Consultation. The Council discussed the revised confines and for the 3 areas of the parish agreed on the following:

East Studdal. The Council to support the proposed settlement confines.

Ashley. The Council to support the proposed settlement confines

Cllr Akhurst left the meeting.

Sutton. The Council to support the proposed settlement confines.

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

Cllr Akhurst returned to the meeting.

ii) Northbourne PC. The email regarding potential development at Cottington was discussed. It was agreed there was unfortunately nothing Sutton could offer. This was proposed by Cllr Densham seconded by Cllr Calthorpe and all members voted in favour. Clerk to reply.

iii) DOV/21/01360 Site At Chapel Lane Chapel Lane Ashley Dover Kent CT15 5HY

Reserved matters application for approval of layout, access, scale, landscaping and appearance pursuant to outline permission DOV/20/01546 for the erection of a detached dwelling

To support the application was proposed by Cllr Merriman seconded by Cllr Smith and all members voted in favour. Clerk to send response to DDC Planning.

Noted

i) DDC information. Comments made by DDC departments relating to 'live' planning applications will not be available to view on the DDC website until after the application has been determined.

ii) CON/19/01473/E/F Newlands Farm, Stoneheap Road, East Studdal, Dover, Kent CT15 5BU.

11 – Suds and 12 - Materials. DDC Conditions approved. 8 - Infiltration systems, 10 - Foul Drainage.

DDC Conditions not approved

iii) DOV/21/00953 Koringi, Downs Road, East Studdal CT15 5DB. Erection of a single storey rear extension, relocation of raised decking with glass balustrade and steps DDC Granted permission.

iv) DOV/21/00993 Land To North-East Of Martin Gorse Water Supply Works Waterworks Hill West Langdon CT15 5JW. Change of use of land and erection of ion exchange building, 2no. tanks and associated plant kiosks and equipment, concrete bunds, 1.8m high security fencing, temporary welfare, office and storage units, temporary diversion of public footpath, access road, parking and landscaping. DDC Granted permission.

v) DOV/21/00969 Jadaal Roman Road Maydensole CT15 5HP Erection of a front porch (existing porch to be demolished) DDC Granted permission.

10. Community Led Housing

It was decided to remove this topic from the agenda.

11. Report from DDC/KCC

Cllr Steve Manion reported on the following:

Recycling Centre booking system. People were encouraged to take part in the KCC consultation.

Blue badge holders. DDC is cracking down on the misuse of these badges.

Ash Neighbourhood Plan. Now part of the local plan after going through a referendum.

12. Playing field

i) Dog waste bin. The Council discussed replacing the old, broken bin. The cost of an equivalent size would be £113 plus the cost of a pole. Cllr Calthorpe offered to look at the site for ease of fixing. Further enquiries to be made.

ii) Damage to trees. A local resident had reported damage to some of the trees. Councillors had visited the site to see what had been going on. It was agreed to keep an eye on the situation and to ask the local resident to keep the parish council posted of any further damage. Clerk to action.

iii) Rospa report. The Council discussed the recent report. There had been very few comments made on any safety problems. A few minor issues were discussed and solutions agreed. Cllr Calthorpe offered to look at safety covers for the bolts. The Youth shelter was highlighted as needing painting. A copy of the Rospa maintenance item regarding the shelter to be provided to Colin Little. Clerk to action.

13. Allotment

i) Plot sizes and costs were clarified. It was agreed to alter the rental costs from next year. The annual rental cost for plots up to 115 sq m will be £10, 115 sq m to 200 sq m will cost £15 and over 200 sq m will cost £20. This was proposed by Cllr Merriman seconded by Cllr Calthorpe and all members voted in favour.

ii) Cutting the top of the boundary hedge. Doug Vickers has kindly cut the face of the hedge. A proposal has been made by the local farmer for their contractor to trim along the top of the hedge for a small contribution, amount to be agreed. This was proposed by Cllr Merriman seconded by Cllr Calthorpe and agreed by majority. Clerk to contact the local farmer.

iii) It was agreed to reinstate the closing of the small entrance gate to allotments.

- iv) Repairs to the post supporting the large five bar gate were discussed. Doug Vickers has kindly made a temporary repair and offered to keep an eye on it.
- v) Request for an allotment. Applicant's name to go on the waiting list. There are now 3 people on the list. Plot availability to be visited again in January. Clerk to contact applicant.

14. Orchard

- i) Orchard risk assessment. To adopt the apple day risk assessment was proposed by Cllr Merriman seconded by Cllr Calthorpe and all members voted in favour.
- ii) Apple day 18 September 2021. The event has been advertised in Rural Roundup. The usual residents who help run the event are happy to provide their help and equipment. Cllr Densham kindly offered to look into providing a field for parking if possible. To spend up to £20 on light refreshments was proposed by Cllr Merriman seconded by Cllr Smith and all members voted in favour. A notice has been put up in the orchard asking people not to pick the apples before the event.

15. Correspondence.

- i) KCC Consultation on household waste recycling centre booking system. The Consultation to go on the website. Clerk to action.

16. Any other business to report/matters to discuss

The Yews. A query arose as to whether a recycling yard is being run from the property. DDC Environmental department to be contacted. Clerk to action.

17. To consider resolution to exclude the public for item 18

Considered and agreed not necessary to exclude the public.

18. Resolution to avoid automatic disqualification of councillors who fail to attend meetings for 6 months

Resolve that the reason for the failure by Councillor Willett to attend meetings for 6 consecutive months is hereby accepted such that the automatic disqualification under section 85(1) of the Local Government Act 1972 does not apply. Proposed by Cllr Merriman seconded by Cllr Akhurst and all members voted in favour.

19. Date and status of next meeting:

Tuesday 5th October 2021 7.30 pm – Sutton Community Centre

Meeting closed: 9.14 pm

Signed: Cllr Barbara Merriman

Date: 19th October 2021

A paper copy is on file with the Clerk.