

Minutes

Meeting held in Studdal Church Hall on Tuesday 7th November 2023 at 7.30 pm.

The Chair thanked everyone for attending the meeting and welcomed Douglas Vickers as a new Parish Councillor.

- 1. Present and Apologies** **Present**
B Merriman (Chair)
R Buxton
D Willet
H Densham
KCC Member Steve Manion
DDC Member Nick Kenton
A Nigol (Clerk)
10 members of the public

2. Declarations of interest

None.

3. Approval of the minutes 3rd October 2023

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

4. Matters arising from the minutes 3rd October 2023

- i) Item 4 i) The Parish Council have had an interim update from the Enforcement officers regarding the Goldstone Hollow saying that after the investigation they are now considering a formal enforcement action, however the investigating officer is now investigating the new breaches of planning control at the site. Once these investigations have concluded, the investigation officer will consider again a formal enforcement action.
No further update on two other outstanding enforcement cases. Clerk to follow up again.
- ii) Item 4 ii) KCC Highways had recently carried out some drainage works on Chapel Lane and Homestead Lane, however in some parts of Homestead Lane the drains are still blocked. Cllr Merriman offered to go and investigate and take some photographs of the blocked drains. Clerk to follow up with KCC Highways.
- iii) Item 4 iii) Concerns about DEFRA funding cuts regarding the hedge cutting. Clerk had written to the local MP about the issue regarding the hedge cutting and she had written to both KCC and DEFRA. The Parish Council have had a response from the Cabinet Member for Environment saying that the rural payments to support farmers cutting hedgerows is a matter for DEFRA. Parish Council is still waiting for the response from DEFRA ministers.
- iv) Item 4 iv) The burst pipe at the top of Boys Hill has been repaired by Southern Water.
- v) Item 4 v) The Council had a discussion regarding the changes in the Garden Waste Service and shared their concerns with Cllr Kenton from DDC who attended the meeting.
- vi) Item 9 i) Local Planning: 23/01109 Greenways, Forge Lane, Sutton, CT15 5DG. Planning permission was refused by DDC.
- vii) Item 12. The Portable Appliance Testing for the equipment that Clerk uses on behalf of the Parish Council was carried out.

- viii) The Playing Fields and the ROSPA safety report regarding the BMX track. It was brought to Parish Council attention that the BMX track had raised quite a lot of interest throughout the parish and there were several members of the public attending the meeting who were interested to share their thoughts about this item. The Chair shared a bit of the background about all the equipment and the playing field being inspected every year to make sure it's safe for the users. For several years now the report had highlighted the BMX track at medium risk. The main concerns on the safety report were: Concrete starting section has some rough sections, cracking and small holes and needs repair. The Surface has unintended grass, moss and weeds, which have to be removed on a regular basis. Parish Council discussed the issue and what to do with the BMX track on their October meeting. The Council had understood that the BMX track had not been used or used very little and therefore it was suggested some alternatives such as removing the concrete and replacing it with the soil. Some of the members of the public who attended the meeting confirmed that either their children or grandchildren are using it and it would be important to keep it. The Council now has better understanding, that the BMX is used by the local parishioners and would like to fix it and keep it.
The Chair had spoken to Cllr Willet, who had agreed to take a look at it in the spring and see what we can do to repair it. The member of the public, Mr Ovenden, kindly offered to help Cllr Willet to repair it. To go on March agenda. The Chair thanked everyone interested in that item.
- ix) The salt bin is still missing at the Boys Hill. Clerk to chase KCC Highways again.
- x) The external auditors have not sent the confirmation on the accounts yet to confirm the accounts have been approved. Clerk to contact the auditors again.
- xi) The salt for the salt bins has been ordered but has not yet arrived.

5. Visitors

- i) Member of the public reported that there is mud and debris on the Northbourne road. Clerk to report to KCC Highways.
- ii) Member of the public requested for a £50.00 donation to support a Christmas dinner for elderly residents on 17th December at the Village Hall. To go on December meeting agenda.
- iii) The Secretary of the Community Centre enquired if Parish Council would agree to write a joint letter to KCC regarding lack of maintenance of the land between the Community Centre boundary and the highway. The letter would request that KCC cut back low tree branches and shrubbery. The Chair asked the Community Centre to write a draft letter and bring it to the next meeting. To go on December meeting agenda.
- iv) Member of the public reported that there are lots of gravel from Forge Farm on Forge lane. KCC member Steve Manion offered to report it to KCC Highways.
- v) The member of the public reported fly tipping in Willow Woods area. Clerk to check and report it to KCC.
- vi) Member of the public requested about the section 106 contribution from East Studdal Nurseries in Downs Road and if this money once received could go towards the recreation ground and playing fields. Parish Council to write to DDC.
- vii) Member of the public reported that the playing field grass has not been cut properly. Clerk to contact the contractor. Clerk to contact the contractor to see if there had been a problem.

6. Finance

- i) To approve the payment schedule for November was proposed by Cllr Merriman seconded by Cllr Buxton and all members voted in favour.

Chq No.

001574 Clerk

October wages

£468.00

001575 Clerk	Ocober ex - Onedrive	£13.68
	Mileage Clerks Conference	£46.50
	Total:	£60.18
001576 CPRE	Annual Charity membership renewal	£36.00
001577 K Gittins	Portable Appliance Testing	£25.00
001578 Cornilo Churches	Hire of Sutton Church Hall Apr-Oct	£126.00

ii) Bank reconciliation at 24th September 2023. The bank statements for September didn't arrive on time, therefore to go on December meeting agenda.

7. Precept and Budget

To discuss 2024/2025 budget and precept.

Councillors considered the budget for 2024/5 circulated by the Clerk and the run rate in the current year. Councillor Merriman explained that the main elements responsible for the proposed increase in precept for 2024/5 are the renewal of the grass cutting contract, the new allotment grass cutting agreement and increase in insurance cover. The Council is looking at the 9.2% increase. Any actual precept amount would be considered at the December meeting.

8. Local Community

There were no further discussions under the local community.

9. Local Planning

For consideration by Councillors:

- i) 23/01198 Fern, Downs Road, East Studdal, CT15 5BX,
Proposal: Erection of a rear extension, rooflight, solar panels to front roof slope and insertion of 2 windows to side elevation (existing conservatory to be demolished)
Council decided to support this planning application.
- ii) 23/01213 The Piggery, Northbourne Road, East Studdal, CT15 5DE
Conversion of garage to annexe (retrospective)
Council decided to support this planning application.
- iii) 23/01203 Forge Farm House , Forge Lane, Sutton, CT15 5DG. Erection of stable block, hay barn/games room, pergola, and swimming pool (existing buildings demolished)
Sutton by Dover Parish Council discussed this application at their November meeting and decided to object to the application for the following reasons:

Forge Farmhouse is within the Sutton Conservation Area, but the proposed works are to the rear of the property and are outside, but border, the Conservation Area. The Forge Farmhouse site is situated back from Forge Lane, where the land rises to south. The site is in close proximity to two properties; Brewers and Forge Cottage, and is overlooked by Greenways - to the west. The site is visible from Forge Lane and from the surrounding village valley - which includes much of the Conservation Area.

The proposed development is substantial, with the footprint of the swimming pool and terrace greatly exceeding the footprint of the dwelling. Given the rise of the land to the rear of the property, the level of the swimming pool terrace equates to the first floor level of Forge Farmhouse.

The Council felt the plans shown on the DCC website were incomplete and found it difficult to gain a wider understanding of the impact of the proposed development, particularly when viewed from the north or south east. The lack of these views doesn't help in the application's statement that the proposed development would be 'visually discrete from the public highway [and] therefore no impact to the setting of the conservation area'.

The stable block doesn't appear on the elevations when viewed alongside the swimming pool proposal.

Parish Council concern for the proposed application is the visibility of the development from Forge Lane, from the Sutton village valley, and from the nearby public footpaths. It is over development for the size of the plot. Clerk to submit the comment to DDC.

Noted:

- i) CON/18/00125/D, East Studdal Nurseries Downs Road East Studdal Dover Kent CT15 5DB
Foul drainage design. Condition not approved.

10. Resubmission of application to KCC to adopt Three Horseshoes Green as a Village Green

Council discussed the resubmission of the application and if people had any photographic evidence about the recreational use of this piece of land. Member of the public suggested to speak to the people living at the Three Horseshoes. Cllr Merriman agreed to contact them. To go on December meeting agenda.

11. Report from DDC/KCC

KCC member Steve Manion reported on the following:

- i) KCC member Steve Manion also had reported about the stolen grit bin to Kent Highways.
- ii) KCC getting ready for winter service period on the roads.
- iii) Targeting the potholes on the roads.

DDC member Nick Kenton reported on the following:

- i) Starting the Local Plan.
- ii) The budget is in balance at the moment.

12. Playing Field

- i) Council reviewed the cost of the clips for the football nets and one of the broken support arms that needs replacing. Councillor Merriman proposed to approve £200 pounds upfront to purchase these items. It was seconded by Cllr Willeta and all members voted in favour. Clerk to order these items once the cheque has been approved by the Council.

13. Allotments & Orchard

- i) Allotment vacancy. The person who applied had not responded to Clerks email. Cllr Vickers agreed to speak to the person.
- ii) Council discussed about the removal of the shed. Clerk had contacted couple of companies, however more information was requested. Clerk to take some images of the shed and location and send it to contractors
- iii) Apple tree pruning in the Community Orchard. Clerk contacted couple of companies but had not heard back yet. To be discussed on December meeting agenda and whether it should be a community day to prune the apples.
- iv) Water pipe that serves the allotment can't be turned off. Clerk to contact Southern Water.
- v) Shed blown over. The owner to sort it out.

14. Correspondence

- i) Kent Fire and Rescue Service Community Risk Survey running until February 2024. Survey published on PC website.
- ii) Information from DDC regarding the most recent changes brought in by the Elections Act 2022. Information published on the website.
- iii) DDC have circulated The Green Infrastructure strategy consultation. The consultation runs for a period of 6 weeks from Tuesday 3rd October 2023 until Tuesday 14th November 2023.
- iv) DDC Notice of planning service downtime dates were shared with the Council.

15. Parish Councillor vacancy. There are two parish councillor vacancies at the moment. Clerk contacted Democratic services and they are now advertising from Thursday for two weeks. Clerks to publish on the website and notice boards.

16. Any other business to report/matters to discuss

CLr Buxton reported about the drains at the bottom of Church Hill and Forge Lane are blocked. Clerk to report to KCC Highways.

17. Date and status of next meetings

Monthly Tuesday 5th December 2023 7.30pm – Studdal Church Hall

Meeting closed at 21:00

A Nigol

Parish Clerk