

Minutes

Meeting held in Studdal Church Hall on Tuesday 5th December 2023 at 7.30 pm.

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)
4 members of the public

2. Declarations of interest

Cllr Buxton declared interest in item 6 ii)

3. Approval of the minutes 7th November 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 7th November 2023

- i) Page 1. Concerns about DEFRA funding. The Council received a letter from DEFRA. Clerk to send a copy to Cllr Densham so he could follow up with DEFRA if there are any issues with the payments in the future.
- ii) Page 2 item iv) KCC Highways confirmed that the stolen salt bin at Boys Hill will be replaced within 28 days.
- iii) Additional salt has been ordered from KCC Highways but hasn't arrived yet. Clerk to follow up.
- iv) External auditors have again stated we do not require a signed copy by them of our annual return for publication due to our budget being under £25K. Cllr Merriman agreed to speak to other smaller parish councils during the next area meeting to find out if they have had a similar response.
- v) The Council had not received a draft letter from the Community Centre regarding the lack of maintenance around the centre. To go on January meeting agenda.
- vi) Playing field grass cutting. The Clerk had been in touch with the contractor who confirmed that he has been unable to cut the grass properly due to wet weather and will complete the job once we have some dry spells.
- vii) Page 4 item 10) Cllr Merriman was in touch with the person living in the Three Horseshoes about his deeds regarding the green triangle near Three Horseshoes and he agreed to look into the documentation. Item to go on January meeting agenda.
- viii) Item 12. The Council reviewed the final cost of the clips for the football nets and one of the broken support arms that needs replacing. Councillor Merriman proposed to approve £237.64 pounds cost including VAT. It was

seconded by Cllr Buxton and all members voted in favour. Clerk to place the order.

- ix) Page 5. The blocked drains at the bottom of Church Hill been reported by the Clerk to KCC Highways and the item is currently under the investigation. Clerk to follow up with KCC Highways.

5. Visitors

None.

6. Local Community

- i) The Council approved £50.00 donation request towards the Christmas dinner for the elderly resident of the parish organised by Sutton Parish Community Centre. It was proposed by Cllr Merriman seconded by Cllr Vickers and all members voted in favour.
- ii) The Council discussed a grant request to the Church graveyard at Sutton and whether it should be approved. Cllr Buxton who is a member of group of neighbours who get together and volunteer to maintain the church yard suggested that if the Council decides to support the Sutton church it should be ring fenced and the money should go for the upkeep of the Sutton Churchyard only and not go to general church funds. The Council approved £200.00 donation. It was proposed by Cllr Densham seconded by Cllr Merriman and all members voted in favour. Clerk to contact the church and clarify who should the cheque be sent to.

7. Finance

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

Chq No.

001579 Clerk	November wages	£468.00
001580 Clerk	November ex - One drive	£13.68
	Football nets support and hooks	£237.64
	Total:	£251.32

001581 Sutton Parish Community Centre. Local residents lunch donation £50.00

001582 Southern Water Allotment water May-October £113.27

001583 Dover District Council Parish Council elections held in May £102.76

- ii) Bank reconciliation at 22nd September 2023. The current account has a balance of £17,395.06 and the reserve account has £15,786.45 To accept the reconciliation was proposed by Cllr Merriman seconded by Cllr Willet and all members voted in favour.

8. Precept and Budget

The Council discussed on next year's precept request. As there had been no notification on tax base figures from DDC, it was decided to finalise the precept requirement at the January meeting.

9. One Drive Business Plan increase. Monthly fee increase from £13.68 to £14.76

10. Local Planning

Noted:

- i) 23/01167 Fern, Downs Road East Studdal CT15 5BX Certificate of Lawfulness (proposed) for a rear dormer and rooflight to front. Certificate Proposed Granted.
- ii) 23/00441 Ale Farm Vale Road Sutton CT15 5DH. Erection of two storey side extension. Granted permission.
- iii) CON/21/01940/A Land Between The Homestead And Meadow Cottages Homestead Lane East Studdal Kent 5 - Archaeology. Condition Part Approved.

11. Section 106 contribution from East Studdal Nurseries in Downs Road

The Council had a discussion about the section 106 contribution from East Studdal Nurseries in Downs Road. A member of the public had been in touch with DDC developer contributions office and forwarded the correspondence explaining that the S106 Unilateral Undertaking agreement states “the sum of £870 per dwelling towards the cost of providing additional capacity at Downs Road, East Studdal local play area”. The subsequent Reserved Matters application 21/00999 granted permission for 14 dwellings, bringing the baseline total to £12,180.00. This amount has not been collected yet and is subject to an uplift which will be calculated at the time of invoicing.

The planning and monitoring officer had suggested to wait until the money has been collected and email them in the New Year, that way they will know what the full amount is, and Parish Council will be able to prepare the plans accordingly, rather than based upon the baseline amount.

To be discussed further in January meeting. To go on January meeting agenda.

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

Cllr Merriman asked the Councillors to check whether they have any images or evidence of the Village Green that are at least 20 years old. Resubmission of the application to be discussed in January. To go on January meeting agenda.

13. Report from DDC/KCC

KCC Member Steve Manion wished everyone Happy Christmas and reported on the following:

DDC won the court case against the UK Government regarding the asylum-seeking children. The Government now has to spread them across the country and not place them only in the Kent area.

The UK Government had decided not to go ahead with some parts of the HS2 development and some of the money will be used to develop Kent roads network.

DDC Member Nick Kenton reported on the Local Plan developments.

14. Playing Field

Nothing to report.

15. Allotments & Orchard

- i) Allotment vacancy. Clerk to follow up again with the person interested.
- ii) The Council discussed the removal of the shed from the allotment. Clerk had received three different quotes from the local companies. The Council

reviewed the quotes and decided they were too expensive. Cllr Vickers volunteered to demolish the shed as soon as the weather improves.

- iii) The Council discussed the apple tree pruning in the Community Orchard. The Council reviewed the quote from the local tree pruning firm and decided not to go ahead with it. The Council agreed to organise a community day and with the help of Councillors to prune the fruit trees. Date to be agreed in January. To go on January meeting agenda.
- iv) The Council received a letter from the member of the public reporting that some of the items had gone missing from the shed in the allotment. Clerk to respond that Council has no knowledge of the content of the shed.

16. Correspondence

- i) Kent Local Flood Risk Management Strategy 2024-2034: Consultation. Published on the website.
- ii) Land permission request from metal detectorist. Clerk to respond that the land owned by the Parish Council such as playing field and allotments are not suitable for this type of activity.

17. Parish Councillor vacancy

Two vacancies at the moment. To keep in the agenda for January.

18. Any other business to report/matters to discuss

- i) The broken sign posts at the Boys Hill/Strakers Hill junction have been reported to KCC Highways.
- ii) Cllr Merriman asked the Councillors to consider and be ready to comment on a Parish Chart circulated by KALC, and the possibility of introducing a Parish Charter between parish councils and DDC. To go on January meeting agenda.
- iii) The information regarding the KCC Parish Council online seminars was received in a very short notice. Cllr Merriman agreed to feedback this to KCC.
- iv) United Families Deal, Dover and Sandwich are providing Christmas dinner parcels for people in need in the Thanet and Dover District. Clients can refer themselves or be referred. Aimed at anyone who needs this, be that single, families, elderly. 23rd December all deliveries will go out just in time for Christmas. Clerk to publish the information on the website.
- v) The 'Historic Treescapes Grant – Dover'. Applications are open to private and public landowners, land managers, estate managers, tenant farmers, charities and charitable trusts who own or manage land across the eligible area within Dover district. This scheme is funded through the Trees Outside Woodlands programme, a collaborative project between Defra, Natural England, The Tree Council and five Local Authorities (including KCC). This grant provides up to 100% funding for non-woodland tree planting projects across the Dover district area to restore historic trees that have been lost since the 1890 Ordnance Survey. The grant will pay for the trees, materials, protection, and labour of non-woodland planting projects. Clerk to publish this information on the website.

Cllr Merriman wished everyone a Happy Christmas and a Healthy New Year and invited the Councillors and members of the public to stay for mince pies and mulled wine.

19. Date and status of next meetings

Monthly Tuesday 2nd January 2024 7.30pm – Studdal Church Hall

Meeting closed: 20:37

Signed: Barbara Merriman

Date: 5th December 2023

Paper copy on file with Clerk