

Minutes

Meeting held in Studdal Church Hall on Tuesday 5th March 2024 at 7.30 pm.

**1. Present and Apologies**

**Present**

B Merriman (Chair)  
D Vickers  
H Densham  
KCC member Steve Manion  
DDC member Nick Kenton  
A Nigol (Clerk)  
10 members of the public

**Apologies**

R Buxton

**2. Declarations of interest**

None.

**3. Approval of the minutes 6<sup>th</sup> February 2024**

The Chair pointed out that there was a typing mistake for tree works carried out on playing field, the actual agreed figure was £400 and not £450. Clerk to correct. Taking this correction into account, the minutes were proposed as a true record of the meeting by Cllr Merriman, seconded by Cllr Vickers and all members voted in favour.

**4. Matters arising from the minutes 6<sup>th</sup> February 2024**

- i) Drain at the bottom of Church Hill is still blocked with mud. The photographs were taken and Clerk had sent them to KCC Highways. It's been reported several times and is now under KCC Highways investigation.
- ii) The missing finger pointers at Boys Hill/Willow Woods Road and missing signs at Roman Road and Waldershare Road have not been replaced yet.
- iii) The Stoneheap road overgrown hedge has been cut back by KCC Highways and road works have started.
- iv) A local Parishioner had raised an issue regarding the parking on the pavements on Homestead Lane near Meadow cottages. Cllr Merriman agreed to provide some leaflets to be distributed to the local residents reminding them to ensure they leave enough space for pedestrians and those pushing buggies to pass without having to step into the road.
- v) A thank you letter was sent to the local farmer who had cut back the hedges near the allotments.
- vi) Clerk had written to BT to complain about the poor broadband connectivity. No update yet.
- vii) No update on speed limit issues in Sutton from KCC Highways.
- viii) Road sweepers required. Clerk to follow up.

**5. Visitors**

A member of the public wanted to speak on behalf of the Dover District Bee Keepers Association regarding the Asian Hornet prevention and support. This was later covered under the item 18 iv)

**6. Finance**

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

Chq No.

001593 Clerk	February wages	£468.00
001594 Clerk	February exp – One drive	£14.76
001595 H G Services	Tree work	£400.00

## **7. Appointment of internal auditor for 2023/24 accounting period**

To appoint Claire Inglin as internal auditor was proposed by Cllr Merriman seconded by Cllr Vickers and all members voted in favour.

## **8. Insurance update**

The insurance policy for Sutton-By-Dover Parish Council falls due for renewal on 11th June 2024 and is currently insured with Hiscox Insurance Company Limited. Clerk had already reached out to Zurich Insurance to compare the premiums. To go on April meeting agenda.

## **9. Local Community**

- i) Defibrillator update. Both pads and battery were changed by the Clerk and should be valid until 27<sup>th</sup> July 2028.

## **10. Update from Planning Enforcement regarding 12 Meadow Cottages, Goldstone and Hollow Sutton Valley Caravan Site.**

### **ENF/22/00073 – 12 Meadow Cottages**

This case is currently still under investigation. The investigating officer is in contact with the landowner.

### **ENF/22/00125 – Sutton Vale**

The investigating officer is awaiting the submission of a planning application.

### **ENF/22/00228 – Goldstone Hollow**

This case is currently under investigation. The investigating officer is in contact with the landowner.

## **11. Local Planning**

For consideration by Councillors:

- i) 24/00054 Land Rear Of Sideways, Downs Road, East Studdal, CT15 5DB  
Change of use of land for the erection of a self-build dwelling, sewage treatment plant, formation of a driveway with parking and gate (existing barn and aviaries to be demolished)  
The Parish Council has no objections to this planning application, but would like to make a comment that the Parish Council own the access road and according to the Parish Council Title Deeds the landowner doesn't have right of way over this road. However, it seems to be on the landowner's title deeds. Also, there will need to be a financial discussion regarding running the utilities down that road if required. It was proposed by Cllr Merriman seconded by Cllr Densham and all members voted in favour. Clerk to submit the response to DDC Planning.
- ii) 24/00142 Forge Farm House , Forge Lane, Sutton, CT15 5DG  
Erection of stable block, hay barn/games room, retaining walls, patio and landscaping. 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 owner of the Forge Farm House attended the Parish Council meeting and introduced the plans of the new plan, where they are trying to create a safe family home. There was one member of the public present who objected this application and another who had sent in objections in writing. The proposed gym/stable block will still overshadow the garden of the neighbours. The Council discussed the planning application and decided to make no comment and leave the decision to Dover District Council.  
Cllr Steve Manion and Cllr Nick Kenton arrived.
- iii) 24/00144 The Homestead , Homestead Lane, East Studdal, CT15 5BN  
Proposal: Erection of a detached dwelling, vehicular access and associated parking. There were several members of the public attending and wanted to speak under this item and object this planning application. The Councillors discussed the application and decided to object to the application for the following reasons:

- This application is for building on land outside the existing and proposed village confines.
  - Road safety. The proposed driveway is located at the tightest point of Homestead Lane and directly opposite an existing driveway.
  - The application includes reference to foul sewage being connected to the mains sewer. There is no mains sewer to connect to.
  - Flooding issue, concerns over water run-off from the large area of hardstanding to the front of the building which would put extra pressure on already inadequate road drainage.
  - Existing redevelopment opportunity. The applicant has confirmed that the development is for personal use, being one family member. There is already an existing building within the boundary that has approval for development and change to residential use. It was proposed by Cllr Merriman seconded by Cllr Densham and all members voted in favour. Clerk to submit the response to DDC Planning.
- iv) 24/00045 Chapel Farm , Chapel Lane, Ashley, CT15 5HX Erection of front first floor roof extension, rear 2 and 1 storey extensions, front porch and detached garage (existing front porch, rear & side extensions to be demolished)  
Cllr Vickers had spoken to the neighbours and they had no objections to the revised plans. After discussion Council decided to support the application, proposed by Cllr Vickers seconded by Cllr Merriman and all members voted in favour. Clerk to submit the response to DDC Planning.

- Noted:
- i) CON/20/00865/A 14 Meadow Cottages, Homestead Lane, East Studdal CT15 5BP Discharge of condition 5 (landscaping) pursuant to application 20/00865 Erection of a dwelling. Condition approved.
  - ii) 23/01442 Jadaal, Roman Road, Maydensole, CT15 5HP  
Erection of a single storey rear extension with raised decking and glass balustrade. Permission granted.
  - iii) 23/01296 Great Napchester Farm, Napchester Road, Whitfield, CT15 5HD  
Change of use of land/buildings for weddings and events, guest accommodation in dwelling, the siting of 5 Shepherd Huts and formation of 62 parking bays. Application withdrawn.
  - iv) CON/21/01940/C The Homestead, Homestead Lane East Studdal CT15 5BN  
Discharge of condition 6 (disposal of foul sewage) and condition 8 (site drainage) pursuant to application 21/01940 Erection of 2no. pairs of semi-attached dwellings, bin stores, bike store, associated parking, vehicle turning and formation of vehicular access. Condition approved.
  - v) CON/21/01940/B Land Between the Homestead & Meadow Cottages. Homestead Lane East Studdal Kent Discharge of condition 9 (Materials), pursuant to application 21/01940 for the erection of 2no. pairs of semi-attached dwellings, bin stores, bike store, associated parking, vehicle turning and formation of vehicular access. Condition approved.

#### **12. Section 106 contribution from East Studdal Nurseries in Downs Road**

Update from DDC. Unfortunately, the contribution has not been received, but the invoice has been raised for the amount £12,180.00 The moneys will not be received until the works have been completed. Cllr Merriman had spoken to the developer and they aiming to finish their works by the end of this year. Parish Council to discuss how the money could be used and what equipment is needed for the playing field. To go on April meeting agenda.

#### **13. Resubmission of application to KCC to adopt Three Horseshoes Green as a Village Green.**

Clerk to sort out the application form. To go on April meeting agenda.

#### **14. Report from DDC/KCC**

DDC member Nick Kenton reported on the following:

- Budgeting challenges for 2024/2025
- Green waste
- Changes to Enforcement team

KCC member Steve Manion reported on the following:

- Budget cuts

#### **15. Playing Field**

- i) The tree works were carried out and all the hedges have been cut back around the playing field. Clerk to contact the mowing contractor to ask to cut the lawn back closer to the borders.
- ii) Cllr Merriman raised her concerns about the ivy covering so many trees around the playing field and suggested that the job could be extended with the current contractor to do the tree ringing from ivy. To on April meeting agenda. Clerk to contact the contractor
- iii) Update on Playing field new net supports from Cllr Willet. This item was deferred. To go on April meeting agenda.

#### **16. Allotments & Orchard**

- i) The approach road was used to access the allotment in unsuitable weather; however, they had brought bags of shingle for the ramp and it's been fixed now. Parish Council to decide whether to add additional clause in allotment agreement regarding vehicular access. To go on April meeting agenda.

#### **17. Community Litter Pick**

The date has been confirmed, 13th April 9:30AM- 12:30PM and the Community Hall has been booked. The information to be published on the website and notice boards. Council considered the risk assessment from Cllr Merriman relating to the proposed litter pick. To approve the assessment was proposed by Cllr Merriman seconded by Cllr Densham and all members voted in favour. The Parish Council agreed to spend £50.00 on refreshments.

#### **18. Correspondence**

- i) Email from DDC Environment and Crime department regarding the Great British Clean w/c 15th March.
- ii) Thank you email from the Treasurer of Cornilo Churches for the donation towards the Sutton Churchyard maintenance.
- iii) Email from Kent police regarding the Rural Crime week. Police forces across the South East are working together to intensify their operations to tackle rural crime this week.
- iv) Request from Dover Bee Keeping Association. Council considered a grant application for £50 from Dover District Bee Keeping Association to assist in Hornet monitoring in our area. This is of benefit to the Parish as Asian Hornets are a notifiable pest. A member of the public wanted to show support by suggesting to support this grant application. It was proposed by Cllr Merriman seconded by Cllr Vickers and all members voted in favour.

#### **19. Parish Councillor vacancy**

Two vacancies at the moment. To keep in the agenda for April. Clerk to re- publish vacancy notice on the website.

#### **20. Fix date for Annual Parish Meeting in May**

Cllr Merriman proposed to have Annual General Meeting on 7th May with starts at 7:15PM followed by the monthly meeting at 7.30 pm– Studdal Church Hall.

21<sup>st</sup> May 7.30pm Annual Parish Meeting- Studdal Church Hall. Clerk to book the Church Hall and contact PC Jon Bowler to attend the meeting. To go April meeting agenda.

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

-Cllr Merriman mentioned that trees and the hedges need cutting back opposite the Meadow cottages. Clerk to write to the owner.

-Cllr Vickers queried whether the allotment grass cutting is still valid. Clerk confirmed that the agreement is in place for 2024.

**22. Date and status of next meetings**

Monthly Tuesday 2<sup>nd</sup> April 2024 7.30pm – Studdal Church Hall

Meeting closed at 21:00

A Nigol

Parish Clerk