



## EYTHORNE PARISH COUNCIL

### Minutes of the Meeting of the Council held via Zoom Remote Meetings

on 10th March 2021 at 6.30 pm.

**Present:** Cllr M Ledger (Chair), Cllr C Ledger, Cllr Meehan, Cllr Millard, Cllr Whitehead and Cllr Wright.

**Also, present** Cllr Linda Keen (DDC), Cllr Charles Woodgate (DDC), Caroline Vincent (Clerk to Eythorne Council), 1 member of the public.

#### **3/1. APOLOGIES FOR ABSENCE**

Apologies received from Cllr Morgan-Lovett (Personal reasons), Cllr Butcher (Personal reasons), Cllr Hansell (Personal Reasons).

Cllr Geoff Lymer (KCC) and Community Warden Juliet West.

#### **3/2. DECLARATIONS OF INTEREST**

There were no declarations.

#### **3/3. MINUTES**

The minutes from the meeting held on the 10<sup>th</sup> February were circulated to members.

**Resolved: The minutes were agreed as a true record, proposed by Cllr C Ledger, seconded by Cllr Wright and carried. Minutes were signed by the Chair.**

#### **3/4. COMPLETED ACTIONS FROM THE FEBRUARY MEETING/MATTERS ARISING**

The Clerk circulated the actions to all members prior to the meeting, actions completed as follows:

- KALC were contacted regarding acting as a Legal entity for faster broadband and EPC were informed that this was not allowed.
- Meeting arranged for joint working with regards to the Local Plan with Nonington.
- Local Plan discussion meeting was arranged.
- The precept form was signed and returned to DDC.
- Scribe accounts is in the process of being set up.
- Application filled and sent to Unity Bank for the Corporate Multipay Card.
- The January Handyman report was added to Facebook and the website.
- KCC Highways contacted for clarification of Primary routes and if The Street was a Primary road but was informed it was not. KCC will refill the grit bins.
- Facebook post added to remind residents not to use the grit bins for personal use on their drives.
- KCC/DDC contacted for information on Routeing Agreements and reasons why they are not all the same, awaiting a response.
- Capital Project Funding was investigated by Cllr Meehan and Whitehead but not viable for EPC projects.
- Community Warden contacted to see if any regulations regarding electric vehicles charging across pavements, there is currently nothing in place.
- The Handyman's job description has been updated.

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The Clerk advised there was just one item outstanding and that was to order the top soil for the Eythorne roundabout, this will be arranged in due course and to ensure enough people to help especially with traffic management for the delivery.

### **3/5. KCC AND DDC COUNCILLOR AND COMMUNITY WARDEN REPORTS**

#### **Report from Community Warden Juliette West**

The majority of issues raised this month relate to off road motorbikes/4x4 vehicles Using the byways/public footpaths and surrounding fields and woodland for off roading activity. In response to this issue consistently arising, Kent Police have tasked their motorcycle team to attend the areas to directly address the issues.

Multiple scams via email, social media and phone continue to circulate. Scams relating to Covid19/ fake grants being offered/ insurance company increasing payments to cover Covid19 related issues/ Royal Mail parcel delivery scam/ fake security breaches scam - broad band - pay pal- banks. Residents are advised not to give out personal or financial information. Scams can be reported to citizens advice or call 0808 223 1133

The Elvington Community Welfare works project offered support to the community by providing breakfast and lunch packs during half term week. The Elvington Community Welfare Works is a developing community resource to support the local community. The group's philosophy is 'The community working together to make welfare work for you'. They shall be out and about in the villages again offering free breakfast or lunch bags during the Easter holiday on the 13th April. Please see village and parish council social media pages or village notices for more information about when and where, or contact them via text or WhatsApp on 07927481405 for further details.

Individual welfare issues continue to take precedence at this time. If any resident would like to make enquires, raise concerns, seek assistance or advice in any welfare related matter please phone the Community Warden direct on: 07969584174.

Cllr Meehan reported that he was present on Sunday with the police operation regarding the bikes and said this was successful with up to 20 warnings given out to owners and 2 vehicles seized, very much in support of this operation as it was becoming a public safety issue.

#### **Report from Cllr Linda Keen**

Cllr Keen spoke about the Local Plan and she had asked about an extension by EPC and other Parish Councils but was told a definite no at the DDC meeting this week. Cllr Keen asked if EPC could send her our comments and she will be happy to support our views.

#### **Report from Cllr Charles Woodgate**

Cllr Woodgate said both Cllr Keen and himself are both available to listen to us and to act on our wishes, although he is on the Planning Committee at DDC he wants to preserve our green spaces and not to be built on. Cllr Keen reminded everyone that any planning applications of concern can be called into them and the application will go to the Planning Committee where Parish Councillors can speak.

Cllr's Keen and Woodgate left the meeting at 6.50pm.

### **Report from DDC Cllr Geoff Lymer**

Cllr Lymer was unable to attend, here is his report:

Following a meeting I had with the French and Belgium trade partnerships and their local Councils in Arras, France on the 5 February 2020, I suggested we all set up Brexit Central Advice Point, using Kent as the lead in order to facilitate uniformity in the obtaining of advice by businesses on the completion of the requisite paperwork by exporters/importers and hauliers.

This was put to a vote and unilaterally agreed and I have worked with Trading Standards to establish this in Kent, which is now up and running

The key changes Kent importers need to be ready for [on 1 April](#) are:

- Ensuring a legal representative for the goods is appointed
- Making sure labelling is correct, and
- Assuring goods carry the right product marking (a CE Mark if goods have undergone 'conformity testing' in the EU is allowed up to the end of this year, but the new UKCA mark will be mandatory [from 1 January 2022](#)).

The rules for all imports change [on 1 July](#) with the introduction of physical checks and goods may be subject to compliance inspections at Border Control Posts.

The move to provide no-cost regulatory guidance to businesses via a dedicated advice line on [03333 602300](#) has been made possible thanks to a Kent and Medway Growth Hub grant.

### **3/6. PUBLIC CONTRIBUTIONS AND QUESTIONS**

A member of the public had major concerns for the proposed housing allocations of the DDC Local Plan and was not happy with the Monkton Court Lane site, felt in general there was a lack of infrastructure and concerns over traffic issues that it will create. The resident hoped that EPC was also against the development.

Members had a brief discussion but the general feeling was that it was totally immoral to have a major consultation during the pandemic where the majority of people were not aware it was taking place.

### **3/7. THE DDC LOCAL PLAN CONSULTATION**

Cllr Whitehead had circulated comments to members, EPC is very much against the proposed development and will be issuing objections. Everyone was particularly unhappy with the following:

- The timing of a major consultation during the current pandemic as it is more difficult to get the information out to residents.
- Not enough people are aware of the consultation to be able to comment.
- Lack of consultation with key stakeholders including EPC.
- Lack of feasibility study on traffic.
- Lack of infrastructure.
- Facilities listed on the Local Plan are incorrect, despite informing DDC that they were not correct.

Members suggested asking DDC for a site visit to discuss issues when comments are sent to DDC along with the email correcting the facilities.

**Resolved: All members agreed in principle to object to the DDC Local Plan allocations in our Parish, proposed by Cllr Meehan, seconded by Cllr C Ledger and carried.**

**Action: The Clerk to circulate the final responses prior to sending to DDC.**

Cllr Millard asked if the setting up of a litter picking committee could be added to the April agenda.

**Action: The Clerk to add this to the April meeting agenda.**

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### **3/8.FINANCE MATTERS AND AUTHORISATION OF PAYMENTS**

- a) Authorisation of payments: The invoices as detailed below were agreed for payment, proposed by Cllr Whitehead, seconded by Cllr Millard, unanimously carried.

<b>Finance Report</b>		
<b>Payee</b>	<b>Payment Type</b>	<b>Amount</b>
KALC	Planning Training	£60.00
C Vincent	Salary	£1267.79
S Thomson	Salary	£603.40
KCC	Pension	£360.73
KALC	Dynamic Cllr Training x 3	£180.00
Plot 7	Allotment Deposit Return	£50.00
Plot 8	Allotment Deposit Return	£50.00
Plot 12	Allotment Deposit Return	£50.00
Plot 6	Allotment Deposit Return	£50.00

#### **b) Internal Auditor**

**Resolved: Cllr Wright proposed to appoint Tony Kilbee for our Internal audit, seconded by Cllr Whitehead and carried.**

### **3/9. PLANNING**

**DOV/21/00178 80 Adelaide Road, Elvington CT15 4DP**, Erection of a single storey extension with 1no. rooflight and side canopy.

**Resolved: Members object to this application as it is not in keeping with the street scene, proposed by Cllr Whitehead, seconded by Cllr Wright and carried.**

**DOV/12/00412 6 Monkton Court Lane, Eythorne CT15 4BH**, Removal of Condition 5 (windows and doors) to allow changes to the windows and door of planning permission DOV/12/00412 (application under Section 73) (retrospective).

**Action: The Clerk to contact the Planning Officer for the application to ask what changes were made and to let members know.**

**DOV/21/00277 1 Albion Place, Wigmore Lane, Eythorne CT15 4AT**, Erection of a single storey rear extension.

**Resolved: No objections, proposed by Cllr Wright, seconded by Cllr Millard and carried.**

#### **Decided Applications:**

There were no decided applications.

### **3/10. CORRESPONDENCE**

- Email received from a resident complaining about the lack of communication from EPC and asking how we are helping residents to be informed of the new development.

**Resolved: The resident was responded to explaining that this had been advertised on our Facebook page and our website and that unfortunately due to the magazine not in operation we had been unable to send information door to door.**

- Email received from a resident reporting the damage to the grass verge on St John's Road, Elvington and the possibility of placing wooden posts to prevent vehicles parking.

**Resolved: This has been reported to KCC Highways to investigate.**

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- Email received regarding a blocked Bridleway, which had also been reported to KCC by the resident.
- Email received from a resident informing of a person being attacked whilst dog walking and an attempt to steal their dogs. EPC were asked of the possibility to produce posters to circulate. The Clerk said she had added a warning on Facebook. Our PCSO has responded that nothing had been reported to her and did not have any further details.
- Cllr Whitehead brought up the Community Welfare Works Group and requesting to use land for the food van over the Easter holidays, mentioned only one area belonged to the Parish Council, The Clerk said she had already informed the Community Warden.

Cllr Meehan said the group are doing an amazing job for the community and felt they should be allowed to arrange the food bank indoors. Cllr Whitehead said this was due to the Parish Council not owning any buildings and we only rent office space at the Community Centre but it was worth contacting the secretary of the committee to see if the CCG area could be used?

**Action: The Clerk to contact the secretary to see if this was a possibility or we could contact the CCG direct to ask permission?**

### **3/11. REMOTE MEETINGS/S101 POWERS TO THE CLERK**

The Clerk reported that KALC had concerns over remote meetings not being extended past the 6<sup>th</sup> May and suggested to hold our Annual meeting and Parish Assembly prior to this date to enable them to be held virtually due to possible logistic issues of meeting face to face with the public. The Clerk advised members to change the dates prior to the 6<sup>th</sup> May. KALC had also advised of allowing the Clerk S101 powers to enable the Clerk to make decisions if meetings could not be held.

**Resolved: Cllr Whitehead proposed to changing the dates for the Annual/Parish Assembly to have whilst able to hold virtual meetings and to issue the S101 power to the Clerk, seconded by Cllr C Ledger and carried.**

### **3/12. ROUTEING AGREEMENTS**

Cllr Whitehead explained the routeing agreements were to do with the HGV routes of the lorries from Pike Road and DDC/KCC had been contacted to ask why they were not all the same, still awaiting a response. It was suggested to contact KCC again to see if they had a direct contact at DDC to go to.

**Action: The Clerk to contact KCC and DDC again.**

### **3/13. ALLOTMENTS**

The Clerk updated members that 4 had now given up their plots and that the plots will need to be advertised and invoices will be due to go out at the end of the month.

Cllr Millard requested the gate be looked at as it needs fixing and that the water containers be placed at the allotments by May if possible. There was a general discussion on how to arrange the water supply as originally a tenant had agreed to fill them at a cost of roughly £5 to the other tenants.

**Action: Cllr Meehan to liaise with Cllr Millard for having the gate looked at professionally and the Clerk to add the water issue to the next meeting.**

### **3/14. POLICIES**

The Standing Orders and Financial Regulations and been reviewed and were circulated to members.

**Resolved: Cllr Millard proposed to adopt the revised Standing Orders and Financial Regulations, seconded by Cllr Whitehead and carried.**

### **3/15 HANDYMAN JOB DESCRIPTION**

A revised copy of the Handyman's job description had been circulated to members.

Cllr Millard was not happy that gritting the roads is not included and felt this should be added for main junctions, other members said they didn't think we could as we would then be liable should anything happen to anyone as a result. The Clerk will contact KCC Highways for clarification before adding. Cllr Millard wanted the cleaning of signs to be changed to once a year.

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**Resolved:** It was proposed by Cllr Millard to amend the job description to include the cleaning of signs to once a year, seconded by Cllr Whitehead and carried.

**Action:** The Clerk to include the above amendment and to clarify with KCC over the gritting of the roads.

**3/16. ANY OTHER MATTERS**

The Clerk reported that CommunityAd had responded that it was not viable to provide a magazine for us but had offered help by forwarding anything urgent to them and they would add to the Dover magazine and produce copies in our local shops and Community Centre once it reopened.

**3/17. DATE OF NEXT MEETING**

Wednesday 14<sup>th</sup> April 2021, 6.30pm

**The meeting Closed at 8.10pm.**