



Members of Dymchurch Parish Council are summoned to a meeting of the Dymchurch Parish Council to be held on at 7pm on Monday 1<sup>st</sup> July 2024 at the Parish Council Offices Orgarswick Avenue Dymchurch

## MINUTES

1. **APOLOGIES.** Members are reminded of the need to tender apologies with the reason for absence directly to the Clerk if they are unable to attend. Members will confirm acceptance of the reasons for absence.

Cllr. M. Wright-Family commitment  
Cllr. A. Pegler- Holiday

2. **DECLARATIONS OF INTEREST**

- a. To declare any personal interests in items on the agenda and their nature.
- b. To declare any prejudicial interests in items on the agenda – any councillors with prejudicial interests must leave the room for the relevant items.

No declarations made

3. **MINUTES OF THE PREVIOUS MEETING-** held on the 3<sup>rd</sup> of June 2024 to be agreed by members present.

Minutes of the previous meeting were accepted by members present and signed by the Chair.

### ITEM 5 HEARD-

Chair of Friends of Dymchurch Recreation Ground Charity, Deana Coker updated the committee as follows:

- The Chairity Shop in the High Street has now raised £50,000
- Various events are being organised to raise additional funds.
- A meeting is to be held with Sports England which will hopefully open up some funding opportunities and answer queries raised during the planning application.
- It has been confirmed that there are no bats frequenting the old pavilion which will assist with progressing the application.
- A request was made for the Parish Council to consider buying a pop up gazebo for use by the community.

Item 9c heard to allow PC Putland to return to his patrol duties.

- Reported that Dymchurch has been relatively quiet but his patrols will continue during the Summer months
- The recent traveller incursion ended without incident

- He has been dealing with reports about a suspicious male in the Dunkirk Close area.
- It is hoped that there will be an additional two officers covering the Marsh area from September.
- He reminded those present that the best way to make contact with the Community Officers is through My Community Voice.

#### **4. PUBLIC PARTICIPATION/PUBLIC QUESTIONS**

Members will propose to adjourn the meeting to allow Public Participation- Standing Orders provide the opportunity for members of the public to speak at Council Meetings- The allotted time for Public Participation is 15 minutes and each person may speak for no longer than 3 minutes. This is however, at the discretion of the chair. At the end of the Public Participation section the Council meeting will resume.

a. Residents from Beverley Gardens informed the Council that they were still waiting to hear about the plans for drainage from the car park at New Beach Holiday camp. They are concerned that even with the work that has been carried out on the culvert that when the wetter months come they will be dealing with flooding again.

The Clerk was instructed to find out what progress is being made regarding this matter.

b. A proposal was received from two residents who wished to erect a memorial for the 24 men lost during an accident within the Parish during the preparations for D-Day.

It was agreed in principle to support this proposal on the understanding that costs and designs were presented to the Council before agreement to install and agree on a location.

#### **5. STANDING AGENDA ITEM- DYMCHURCH PAVILION AND RECREATION GROUND- LATEST UPDATE**

See above

#### **6. CHAIRMANS REPORT**

The Chair will provide an update on any additional Council activities and meetings attended.

- Attended the beacon ceremony for D-Day reading the Tribute to those gathered.
- Attended the parade arranged by the British Legion
- Thanked again the efforts of Cllr. C McCreedy in arranging for the replacement of the D Day Beacon.

#### **7. MEMBER REPORTS**

Members will update the Committee regarding any meetings or events attended on behalf of the Parish Council.

Cllr V. McCreedy gave the following updates:

- A follow up was made after the recent circulation of the pumping station locations in Dymchurch. She was informed that the person she had been working with had now moved roles, however, some pumping stations had been identified as requiring attention or upgrades.
- She gave a full update on the activities of the Twinning Associations visit to Salbris encouraging more people to join the association.
- Parish Council have been thanked for their donation to the D day event which meant that ticket prices could be kept down to enable so many people to attend.

#### **8. UPDATE ON PREVIOUS ACTIONS- PARISH CLERK**

- Overgrown trees at Dunkirk Close have been reported to the District Council.
- Donations have been sent to the Friends of Dymchurch Recreation Ground and the Methodist Church as requested last month.
- Inquiries are ongoing into the original arrangements for the village hall car park to address comments about additional disabled parking spaces, with updates forthcoming.
- Dymchurch Primary School has been updated on the crossing situation near the school, and further information has been requested to support future improvements.
- The highways improvement plan for Dymchurch has been updated, including a request for enforcement at the High Street mini roundabout.

It was requested that a refreshment of the line markings at the Zebra crossing at Tesco is requested.

- The Environment Agency has been contacted to confirm the possibility of planting trees on the verge adjacent to the Martello outflow and to determine necessary permissions.
- The new LED sign has been delivered and is expected to be installed within the next week.
- Interviews for the Wardens were conducted last week, and two new employees should be chosen and set up by July 12th.
- Research has been conducted to confirm the consecration status of a burial ground section for an exhumation request, with confirmation found in the 1961 minutes, leaving the final decision to the family.

## 9. REPORTS FROM OUTSIDE BODIES

### a. KCC COUNCILLOR

No report this month due to pre-election sensitivity period.

### b. DISTRICT COUNCILLORS

District Cllr Cooper-No report this month due to pre-election sensitivity period.

District Councillor- See Appendix 1

### c. KENT POLICE- PC PUTLAND

See above

### d. KCC WARDEN

## 10. TO DEAL WITH MATTERS ARISING FROM CORRESPONDENCE IN CIRCULATION

Correspondence to consider renewing a contract with Ashford Borough Council monitoring centre:

It was proposed by Cllr Cooper and seconded by Cllr V. McCreedy that due to costs and the requirements for upgrading the system that the monitoring of the cameras is brought in house.

The Clerk was authorised to obtain quotes for a new system and in the meantime upgrade computer systems to be able to monitor the current system.

## 11. PLANNING

Reference	Location	Details	Comments
24/0797/FH	18 Tower Estate, Dymchurch, Romney Marsh, Kent TN29 0TN	Two bed detached chalet bungalow.	No objections Carried unanimously
24/0948/FH	32 KINGSWAY, DYMCHURCH,	Extension to garage	No Objections Carried Unanimously

	ROMNEY MARSH, TN29 0LY		
24/0833/FH	18 HIGH KNOCKE, DYMCHURCH, ROMNEY MARSH, TN29 0QD	Single storey rear extension	No objections Carried unanimously

**12. FINANCE**

- a. Breakdown of expenditure/income since last meeting  
No issues raised.
- b. Authorisation of Payments - Members will review the list of invoices for payment and identify two Councillors to authorise the payments online.  
Items at Appendix 2 agreed for payment
- c. Additional items requiring authorisation.
  - i. **To consider quotes for height barrier at Recreation Ground**  
Adjourned- Additional quotes required
  - ii. **To consider funding for Christmas Street Lights**  
Carried unanimously to approve expenditure in line with decorations supplied last year.
  - iii. **To consider purchase of novelty refuse bin Slipway, Dymchurch**  
After discussion members agreed not to go ahead with this purchase.

The clerk was asked to confirm cleaning/litter picking schedule for the summer period.

**13. COMMUNITY CHRISTMAS CAROL EVENT**

**To consider arrangements and agree funding.**

After discussion it was proposed by Cllr. C. Cooper and seconded by Cllr. C. Young that the Parish Council should organise this event. No funding was agreed with a request that Cllr. C Young provide a list of requirements by the September meeting.

**VOTE FOR- 6**

**VOTE AGAINST- 1**

**14. TO CONSIDER MEMORIAL BENCH APPLICATION**

After discussion it was agreed unanimously to support the application for an additional memorial bench on the seawall within the Parish Council Policy.

**15. TO CONSIDER REQUEST FROM THE DAY OF SYN ORGANISERS TO LIGHT THE VILLAGE BEACON DURING THEIR EVENT.**

The Parish Council noted the request along with the supporting information from The Day of Syn organisers and authorised the request.

**16. DATE OF NEXT MEETING-**

**2<sup>nd</sup> September 2024 7pm Council Office Orgarswick Avenue Dymchurch.**

**Noted**

**17. CLOSED SESSION-Propose to exclude press and public to discuss the following matter.**

**TO CONSIDER LEGAL ADVICE RELATING TO COMMENTS MADE BY A NAMED PERSON NOT WITHIN THE PARISH COUNCIL.**

After discussion it was agreed that the Chair would write to Dr. Susan Priest Chief Executive of the District Council to highlight our concerns.

Appendix 1: Cllr T Hills report:

Report for Dymchurch & Newchurch Parish Councils 30.6.24

Here is a snapshot of what I will be publishing in my July Newsletter post the General Election.

Roads

We have a bit extra funding for potholes but not enough, but I continue to prioritise safety first.

Housing

I have given my commitment to oppose all major housing developments on the Marsh due to the increasing flood risk.

Flooding

The KCC working group looking at flooding on the Marsh into the future, stimulated by the flooding last winter, has agreed to put the report to the Kent Flood and water manage committee on the sixteenth of July.

Water Quality

The latest June tests by the EA at Dymchurch and St Marys Bay are good, but the testing months of July and August must be better than last year. I will keep chasing the EA and Southern Water to see what progress is being made.

Buses

The Romney Marsh Community Hub has taken possession of the vehicle to be used for the 'dial a ride' scheme funded by KCC, and has sent it off to be decaled...so the launch is getting closer.

Stagecoach is launching a new bus service (route 500) due to start on the 27th of July from Ashford to Camber via Lydd. I have asked my officers at their weekly meeting with Stagecoach to see if we can get better coverage for the Marsh.

Visitor Centre

After a meeting with the F&H DC cabinet at the visitor centre they have agreed to keep it open for the moment and go to public consultation to plan for its future.

I will circulate my July newsletter post the General Election.

APPENDIX 2-  
 Financial Report:  
Dymchurch Parish Council  
July Meeting – Finance Summary

24 June 2024 (2024-2025)

**Dymchurch Parish Council**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

<b>A</b>	<b>Bank Reconciliation at 24/06/2024</b>		
	Cash in Hand 01/04/2024		121,506.79
	<b>ADD</b> Receipts 01/04/2024 - 24/06/2024		59,598.70
	<b>SUBTRACT</b> Payments 01/04/2024 - 24/06/2024		46,774.96
	<b>Cash in Hand 24/06/2024</b> (per Cash Book)		<b>134,330.53</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash	24/06/2024	622.26
	Unity Trust Bank	24/06/2024	32,856.57
	Barclays Bank Current	24/06/2024	0.00
	Barclays Bank Business Reserve	24/06/2024	1.44
	NSI	24/06/2024	96,244.97
	PayPal	24/06/2024	191.31
	Unity Savings Account	24/06/2024	10,669.32
			<b>140,585.87</b>
	Less unrepresented payments		6,255.34
		134,330.53	
	Plus unrepresented receipts		
	<b>Adjusted Bank Balance</b>		<b>134,330.53</b>
	<b>A = B Checks out OK</b>		

Payments to be Authorised

**Dymchurch Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

27 June 2024 (2024-2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
97 Repairs & Maintenance	04/06/2024		Unity Trust Bank		Playground Cradle Seat	Wicksteed	S	298.38	59.68	358.06
101 Enforcement	14/06/2024		Unity Trust Bank		Enforcement	Folkestone & Hythe District	S	214.28	42.86	257.14
103 Lease Fees EA & Crown Estate	17/06/2024		Unity Trust Bank		Trading Right Rent	Environment Agency	X	753.75		753.75
104 Lease Fees EA & Crown Estate	17/06/2024		Unity Trust Bank		Foreshore Rent	Environment Agency	X	350.00		350.00
109 Repairs & Maintenance	17/06/2024		Unity Trust Bank		Materials	J H Youngs Ltd	S	48.44	9.68	58.12
114 CCTV Monitoring	24/06/2024		Unity Trust Bank		CCTV Monitoring	Ashford Borough Council	S	1,346.47	269.29	1,615.76
<b>Total</b>								<b>3,011.32</b>	<b>381.51</b>	<b>3,392.83</b>

Payments made in June

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
82	Handyman Tools & Consumabl	03/06/2024		PayPal		Handyman Tools	Screwfix	S	22.89	4.57	27.46
83	Bench Maintenance	03/06/2024		PayPal		Memorial Bench	Jati Ltd	S	329.17	65.83	395.00
84	Grass Cutting & Weeding	03/06/2024		Unity Trust Bank		Grass Cutting	M Coleman	S	170.00	34.00	204.00
85	Grass Cutting & Weeding	03/06/2024		Unity Trust Bank		Grass Cutting	M Coleman	S	575.00	115.00	690.00
86	Stationery & Postage	03/06/2024		PayPal		Stationery	Viking Office Ltd	S	65.99	13.20	79.19
87	Salaries	03/06/2024		Unity Trust Bank		Salaries	Dymchurch Parish Council	E	3,229.24		3,229.24
88	HMRC	03/06/2024		Unity Trust Bank		Tax & NI	Dymchurch Parish Council	E	875.33		875.33
89	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Beacon Materials	Suffolk Fasteners Ipswich I	S	65.00	13.00	78.00
90	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Petrol	Palmarsh Service Station	S	22.17	4.44	26.61
91	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Beacon Materials	D Apps	X	13.44		13.44
92	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	3.62	0.72	4.34
93	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	30.33	6.07	36.40
93	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	-13.27	-2.65	-15.92
94	Public Noticeboards & Signs	03/06/2024		Unity Trust Bank		Beacon Materials	J H Youngs Ltd	S	71.75	14.35	86.10
95	Village Signs & Floral Displays	04/06/2024		Unity Trust Bank		Donation	Friends of Dymchurch Recr	X	500.00		500.00
96	External Meeting Costs (inc Zoc	04/06/2024		Unity Trust Bank		Donation	Methodist Church	X	70.00		70.00
97	Repairs & Maintenance	04/06/2024		Unity Trust Bank		Playground Cradle Seat	Wicksteed	S	298.38	59.68	358.06
98	Bench Maintenance	10/06/2024		Unity Trust Bank		Maintenance	JC Building Contractors	X	1,685.00		1,685.00
99	Bench Maintenance	10/06/2024		PayPal		Memorial Bench	Engraving Studios	S	15.75	3.15	18.90
101	Enforcement	14/06/2024		Unity Trust Bank		Enforcement	Folkestone & Hythe District	S	214.28	42.86	257.14
102	Electricity	17/06/2024		Unity Trust Bank		Electricity	British Gas	L	104.96	5.25	110.21
103	Lease Fees EA & Crown Estate	17/06/2024		Unity Trust Bank		Trading Right Rent	Environment Agency	X	753.75		753.75
104	Lease Fees EA & Crown Estate	17/06/2024		Unity Trust Bank		Foreshore Rent	Environment Agency	X	350.00		350.00
105	Water, Electricity & Sewage	17/06/2024		Unity Trust Bank		Electricity	British Gas	L	49.14	2.46	51.60
106	Website	11/06/2024		Unity Trust Bank		Website Bronze Subscription	Hugofox limited	S	9.99	2.00	11.99
107	Cleaning Supplies	12/06/2024		Petty Cash		Cleaning	J Lawrence	X	2.05		2.05
108	CCTV Monitoring	12/06/2024		PayPal		Web Cam & Conf Speaker Phor	IPcamlive	Z	162.95		162.95
109	Repairs & Maintenance	17/06/2024		Unity Trust Bank		Materials	J H Youngs Ltd	S	48.44	9.68	58.12
110	Cleaning Supplies	17/06/2024		PayPal		Cleaning	Amazon Services Europe	S	21.52	4.28	25.80
111	Bench Maintenance	17/06/2024		PayPal		Engraving	Engraving Studios	S	15.75	3.15	18.90
112	Communications	18/06/2024		Unity Trust Bank		Phone & Broadband	Onecom	S	190.31	38.06	228.37
113	Utilities	21/06/2024		Unity Trust Bank		Electricity	Valda Energy Ltd	L	36.77	1.84	38.61

## Year to Date Receipts and Payments

### Dymchurch Parish Council Summary of Receipts and Payments Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Bulls Field Car Park			0.00 (N/A)	14,250.00	6,169.76	8,080.24 (56%)	8,080.24
Burial Ground			0.00 (N/A)	2,150.00		2,150.00 (100%)	2,150.00
General Maintenance			0.00 (N/A)	5,000.00		5,000.00 (100%)	5,000.00
Highways and Other Village Amenit			0.00 (N/A)	12,600.00	9,064.60	3,535.40 (28%)	3,535.40
Income	123,000.00	56,685.54	-66,314.46 (-53%)			0.00 (N/A)	-66,314.46
Office Costs			0.00 (N/A)	27,170.00	5,087.12	22,082.88 (81%)	22,082.88
Projects			0.00 (N/A)	15,000.00		15,000.00 (100%)	15,000.00
Promotion of the Village			0.00 (N/A)	3,200.00	1,365.00	1,835.00 (57%)	1,835.00
Recreation Ground			0.00 (N/A)	3,750.00	967.36	2,782.64 (74%)	2,782.64
Seawall			0.00 (N/A)	15,200.00	8,705.04	6,494.96 (42%)	6,494.96
Staffing			0.00 (N/A)	46,500.00	12,313.71	34,186.29 (73%)	34,186.29
<b>NET TOTAL</b>	<b>123,000.00</b>	<b>56,685.54</b>	<b>-66,314.46 (-53%)</b>	<b>144,820.00</b>	<b>43,672.59</b>	<b>101,147.41 (69%)</b>	<b>34,832.95</b>
<b>Total for ALL Cost Centres</b>		<b>56,685.54</b>			<b>43,672.59</b>		
<b>V.A.T.</b>		<b>2,913.16</b>			<b>3,102.37</b>		
<b>GROSS TOTAL</b>		<b>59,598.70</b>			<b>46,774.96</b>		