



**MINUTES OF THE ANNUAL MEETING ABOVE THE PARISH COUNCIL
HELD ON MONDAY 15th May 2023 STARTING AT 7.30PM**

041/23 To Elect a Chairman for the coming year.

The meeting was opened by Cllr S Wilson, she proposed Cllr N Fish as Chairman, there being no further nominations N Fish was duly elected and signed the e declaration of acceptance of the office of chairman, he then took the chair.

042/23 To record those present and accept any apologies.

Those present were Parish Councillors S Wilson, N Fish, M Deschamps, C Morris, R Dougill, K Lewis and A Squires; also present were 5 members of the public, and Cllr S Manion, from the Dover District Council.

043/23 to Note any Declarations Pecuniary Interest (DPI), Other significant Interests (OSI) or any voluntary Interests.

N Fish declared an Other Interest, in relation the application submitted by the Kings Head as he is a member of the skittles team

ACTION: Councillors to complete DPI forms, and send to Monitoring officer, with a copy for the office please.

044/23 To elect a Vice Chairman for the coming year

N Fish proposed S Wilson, there being no further nominations S Wilson was duly elected as Vice Chairman and signed the declaration of acceptance of the office of chairman

045/23 To note/agree and sign the minutes of the April meeting

The Minutes having been previously circulated were agreed and signed as a true record.

046/23 Co-option to fill one casual vacancy

Members of the Public were advised of the vacancy, one person volunteered to be co-opted, as there were no further volunteers a short debate took place where Martha Meyerowitz was nominated and seconded and duly co-opted, with a unanimous vote. She signed the Declaration of acceptance of Office and joined the meeting with other Councillors.

047/23 Finance & General Purposes Committee

- a) To consider whether to form one.

A debate highlighting the pro's and con's took place; after which it was agreed that the committee would be formed, but with a view to review at a later date.

- b) If the above is passed then to agree how many members
The number of members was agreed at five, thereby ensuring that if people were unavailable then the committee would be quorate.
- c) Agree the names of members
Cllrs put themselves forward and the following was agreed
S Wilson, N Fish, R Dougill, M Dechamps and S Hogben
The first meeting will be arranged by the Clerk in consultation with the members.
ACTIONS: Clerk to contact agreed members to arrange 1st meeting
CLLRS: to check diary dates

048/23 To elect the following representatives for the coming year

- a) Two Cllrs for the County Association Area Committee
The Chairman volunteered as the representative, with the second one being left for the time being; it was further agreed that if he was not available then perhaps another Cllr could attend in his place.
- b) A Cllr for each Village Hall
S Wilson agreed to be the representative for Ringwold village hall, with K. Lewis as a Substitute if Cllr Wilson was not available
R Dougill agreed to be the representative for Kingsdown village hall, with M Dechamps acting as a substitute should he not be available.
ACTIONS: Clerk to inform both Village halls and the Area Committee secretary.

049/23 Councillors to support the staff on projects.

- a) To consider whether to have named Councillors.
It was considered to be a good idea to have Cllr support on some of the projects as this would keep the office workload more manageable.
- b) if agreed, volunteers for the following required, more may be needed as projects progress.
- i. Footpaths – would be A Squires K Lewis as they often walk in the area.
 - ii. Allotments – Would be S Hogben
 - iii. Tree Warden – would be M Meyerowitz
- ACTIONS: Clerk to contact above Cllrs for debate on their input.**

050/24 Open session for members of the public to ask questions on items on the agenda.

Members raised the following issues;

- A sign to direct visitors to the toilets.
- No name Road – in relation to fencing on PC land
- Zetland Arms – in relation to parking issues and picnic benches. N Fish, has already had a conversation with the legal department at Dover District Council (DDC) an update is expected in a couple of weeks' time.

ACTIONS: Clerk to check items above and if required add to a subsequent agenda for update

051/25 Verbal Reports by District and County Councillors

Cllr Manion gave a verbal report, he stated he would send the written copy to the Clerk to go on the website.

ACTION: Clerk to forward to website manager on receipt.

052/26 Finance

a) To note the items for payment & agree, to ratify those already paid.

To	Reason	Gross amount
Croner HR	Invoice	£184.94
Plusnet	Invoice 0005342616-022 Phone & internet	£41.06
Ringwould Village Hall	Hire of room for office	£220.00
HSBC	Bank charges	£10.00
Castle Water	Allotment water	£2.44
Various	Staff pay for May & costs	£1,794.75
KALC	Training event	£44.40
Harmer & Sons	Grass cutting	£501.00
L Morris	Tree work Allotment Freedown woods	£50.00 £180.00 £70.00
MDC Diamond Removals	Clearance of the waste on the allotments	£370.00

ACTIONS: Clerk to make payments and file invoices

b) To note the reconciliation for March

This had been deferred from last month, and was **noted**

053/23 Planning

a) To note decisions made by the District Council

23/00247	Sea Meadow Victoria Road Kingsdown	Erection of a garden room/office 25-Apr-2023 GRANTED
23/00113	Morning Glory Church Cliff Kingsdown	reduction by 2 metres in height and 1 metre laterally of one Holm Oak (T3) and fell one Sycamore (T4), both subject of Tree Preservation Order No 2 of 1999 27-Apr-2023 GRANTED
23/00180 CT14 8DU	Kent International Campsite The Avenue Kingsdown	Crown raise to approximately 6 metres over Oldestairs House of a group of trees of mixed species, all the subject of Tree Preservation Order No 3 of 1979 11-Apr-2023 GRANTED
23/00375	Land To South Of Cedar Lea Victoria Road Kingsdown	Variation of Condition 2 (approved plans) of DOV/21/00055 to add bathroom window (S73) (erection of a detached dwelling, new

		vehicular access and associated parking) 05-May-2023 GRANTED
23/00142	Land Adjacent To Land Known As The Butts The Rise	Display of a non-illuminated village sign 02- May-2023 GRANTED
22/01623	8 North Road Kingsdown	Erection of single storey rear extensions and rear dormer window 04-May-2023 REFUSED

To **note** the applications as listed, **consider**, and **agree** any comments to be sent to the District Council.

23/00544, Little Basset Glen Rd, Kingsdown. Application to pollard back to previous pruning points o 1 Holm Oak, the tree is subject to a TPO order No. 11 2001 **The application was supported.**

2. 22/01727, The Spinney, Kingsdown Hill. Outline application for the erection of 2 detached dwellings, garages with associated parking and vehicle access (with all matters reserved apart from access). After a detailed debate the application was felt to be:

- Overdevelopment of the site
- There was not enough information, notwithstanding it was for outline only
- The garage of the larger house is opposite the junction of North Cote Road
- Additionally, there is no room for any off street parking to open the garage doors

The application was **objected too**.

3. 23/00537, Spa Cottage, Hangman's Lane.

M Meyerowitz left the meeting, having declared that this was her property. Erection of a single storey extension (conservatory to be demolished)

The comments noted that the proposed extension was more in keeping and the application and was **supported**.

M Meyerowitz re-joined the meeting.

4. 23/00557 Kings Head, Upper Street, Kingsdown. Variation of Condition 2 (approved plans) for amendments to materials, windows and rooflights of DOV/19/00027 (S73) for erection of a first-floor outbuilding with covered area (demolition of rear canopy) After some debate this application was **supported**, *however it was noted that having declared an Other interest the Chairman did not comment or vote on the application*

S Manion left the meeting

ACTIONS: Clerk to send comments to planning department

054/23 To Consider / Review the following Policies

- a) Standing Orders – these were deferred to a later meeting, as not everyone had received a copy.
- b) Finance Regulations – These were adopted and will be placed on the website.

055/23 To adopt the following Other Documents

I. Scheme of Delegation

Having been previously agreed the document was noted and **adopted** with the suggested updates

**ACTIONS: Clerk to update and send clean copy and send to Assistant Clerk
Assistant Clerk to upload on receipt**

056/23 Correspondence

- a) To note the list of items received
The Clerk stated she had not produced a list this month, although much of the content is the same from KALC, KCC and the district council, and these are forwarded as they arrive.
- b) An email from a resident, that the Clerk requested be heard in the confidential section – members agreed.
- c) With regard to the FOI request, that had been dismissed due to not having the information now needs to be revisited as while looking for some historical papers for another issue some on the information requested had come to light; she will deal with this a later date.
- d) An email regarding
 - a. The blocking of the boat ramp by parking vehicles, and picnic tables
 - b. Additional signing along the coastal path.
- e) A request for investigations into having further 20mph signs and roundels painted on the road to remind drivers that the whole area of Kingsdown is a 20mph area.
- f) The Chairman informed the members that the new highways steward has requested a zoom meeting with him and the Clerk and he will contact to arrange a date.
- g) An email requesting that the A258 have a reduction in the speed of traffic from 40 miles an hour to 30mph was received. A debate took place and while it was noted that some vehicles do speed, when a recent survey was carried out by the KCC highways department, it was noted that these were in the minority, so no further action would be taken. The PC feels that this would not be a wise use of the Council precept to continue pursuing this.

ACTIONS: Clerk or Assistant Clerk to investigate where required. Reply to residents as required.

057/23 Matters of General Interest

S Hogben asked if the PC would consider adopting a NO Mow may next year, and for council to consider if there are any green spaces not adopted by the Parish Council.

058/23 Close of public session.

It was agreed to close the public section of the meeting to allow a debate on the renewal of the lease.

059/23 Zetland Arms

To consider the fees for the lease of the veranda at the Zetland Arms.

A detailed debate took place. It was noted that:

- There should have been a review in 2022,
- Copies of the lease were not available at that time.
- Previous years Audits had taken priority with the workload.

It was finally agreed to an increase in the fee.

ACTIONS: Clerk to write letter to Shepherd Neame with information.

060/23 Village Green

The Clerk wished to know if the village Green was registered, the information she received stated that this is not the case. A discussion regarding the use of the Green took place.

061/23 Date of next meeting

The next meeting of the Council will be on 12th June, in the Ringwoud village hall, the Annual Parish Meeting will be held on 1st June in Ringwoud village hall; there being no further business the meeting closed at 9.30pm

ACTION. Clerk to produce poster for the notice boards for the Annual parish Meeting and send to Chairman

Chairman To sign, scan and place on website and noticeboards.