



THE MEETING OF THE ABOVE PARISH COUNCIL TOOK PLACE ON 8<sup>TH</sup> JULY 2024 S AT 7PM. IT WAS HELD IN RINGWOULD VILLAGE HALL.  
MINUTES

**151/24 To record those present and accept any apologies.**

Councillors present: Sharon Hogben (Chair), Sarah Wilson, Jez Hermer, Mark Edwards  
DDC members Oliver Richardson KCC member Steve Manion,  
Parish Clerk and 11 members of the public.  
Apologies received from DDC member Martin Bates and Cllr Maryia Deschamps

**152/24 To Note any Declarations Pecuniary Interest (DPI), Other Significant Interests (OSI) or any Voluntary Interests.**

Cllr Wilson declared an interest in item 156/24 a) (finance) and item 168/24 (confidential matters)

**153/24 To approve the following minutes:**

- a. Ordinary Meeting 10<sup>th</sup> June 2024
  - b. Finance and General Purposes meeting 27<sup>th</sup> June 2024
- Both minutes were agreed without objections.

**154/24 Open session for members of the public to ask questions on items on the agenda.**

(Visitors are welcome to speak on any item on the agenda for up to 3 minutes. This item will last for a maximum of 15 minutes, unless the Chair extends the time allowed.)

- a) A member of the public queried about the agenda item 164/24 Kingsdown Beach Warden. Cllr Hermer responded that this is just a plan at the moment to steward the beach in the future with the support of volunteers. The idea is not linked to the DDC Beach Management Plan.
- b) A local resident reported parking issues near Zetland Arms, Wellington Parade. Cars are blocking the road. Cllr Hermer had moved some parking pollards back to their original place to stop cars parking.
- c) Overgrown hedges on Rise and main road to Walmer were reported. Clerk to report the issue to KCC and publish a notice on the parish website to ask residents to cut back their overgrown borders and hedges. Cllr Hermer agreed to cut back his overgrown border in Kingsdown.
- d) Drains blocked from pebbles at St Monicas Road
- e) Conservation area meeting to take place end of August. Cllr Hermer agreed to attend on behalf of PC.
- f) St James Road Association grant application. The condition of St James Road has significantly deteriorated, presenting loose stones, ridges and deep gullies that pose a danger to pedestrians and vehicles.



Pedestrians have tripped and slipped on loose stones, and vehicle users have complained about the standard of the road and the potential of damage to their vehicles.

Taxis have refused to drop off passengers in the road, and refuse collectors have struggled to move wheelie bins due to the ruts in the surface of the road.

Loose stones from the road wash down Upper Street, creating slip hazards and blocking drains, further impacting the village. The St James Road Association is a new group whose members are householders with properties that front or half front St James Road. They estimate the association will consist of 23 members.

They plan to repair St James Road to bring it up to a safe and usable standard for pedestrians and vehicles. Once repaired, they plan to evaluate whether traffic calming measures are needed. Following this, they plan in future to maintain the road in good condition and repair it if needed. This item was covered later under the agenda item 156/ 24 f)

- g) A local resident asked for an update about the Concrete Road. The application for POW application was submitted by Parish Council, but no update yet. Any abuse should be reported to the police.
- h) Notice board near Kingsdown is not used by Parish Council information. The Clerk was not made aware of the additional noticeboard. Cllr Hogben agreed to contact the school and ask about the key.
- i) A member of the public reported that the bus shelter near Kingsdown needs cleaning. Clerk to contact handyman.
- j) A member of the public queried about the public speaking and why visitors are only allowed speak about only on the agenda item. The Chair explained that should a member of the public wish to have a matter discussed by the Parish Council at a meeting they should submit a form to apply for their item to be included on the appropriate Agenda. Members of the public will only be able to speak at meetings on matters listed on an Agenda as per the Council's Standing Orders. The form can be sent electronically or printed and posted to the Parish Council Office.

### **155/24 Verbal Reports by District and County Councillors**

KCC member Steve Manion reported on the following:

- a) Budget Consultation 2025/2026 ongoing.
- b) Fostering. More foster families are needed.

### **156//24 Finance**

The Chair thanked Kingsdown Conservation Group for the donation towards the Neighbourhood Plan.

- a. To agree payments to be made and ratify those that are completed.



To	Reason	Gross amount	How paid	Vat
Harmer and Sons	Groundworks April	528.00	BACS	88.00
Croner	HR services	123.78	DD	19.66
Harrisons	allotments maintenance	374.00	BACS	0.00
A Nigol	Clerk wages June	1071.74	BACS	0.00
A Nigol	June expenses (safe, sound system, stickers)	84.96	BACS	14.16
L Robbins	Internal audit fee	245.00	BACS	0.00
Vision ICT	Email hosting	144.00	BACS	24.00
J Boot	NP Consultation fee April-June	1253.25	BACS	0.00
B&F Property and garden maintenance	Tree works at Kingsdown School	150.00	BACS	0.00

- b) To note reconciliation for April- June. This item was deferred.
- c) Update on bank mandate change. All digital forms required were submitted to HSBC and now waiting for an update.
- d) Insurance Renewal. Clerk to get the quotes. To go on September meeting agenda.
- e) To review and agree on revised quote for Neighbourhood Plan.  
Cllr Hogben had submitted the grant application for the next 10K of funding from Groundwork for the NP. Cllr Hogben asked for the council to look at the revised quote from Jim and Alison - we had an initial quote from them showing projected costings for the 3 stages. We have done stage one and it cost £8K in their fees, hall hire and printing. We have £10K left of funding, £1K from KCG and £5K contingency money. To accept this was proposed by Cllr Hogben seconded by Cllr Hermer and all members voted in favour.
- f) The Parish Council reviewed and decided to support grant application from St James Road Association with £1,500. This was proposed by Cllr Hogben seconded by Cllr Hermer and all members voted in favour.

DDC member Oliver Richardson arrived and reported on the following:

Minutes 08.07.24



## **DEAL JOBS AND SKILLS FAIR ON 10<sup>TH</sup> JULY**

A jobs and skills fair, focusing on help, advice and careers information for young people, is coming to Tides Leisure Centre in Deal on Wednesday, 10 July 2024 from 11.30am-3pm.

Over 20 local employers are expected to exhibit, and a programme of workshops will offer advice, including CV and application writing and other practical support. Job seekers could even leave with a job offer on the spot with some employers offering interviews on the day. The event is free to attend and open to all.

## **OVER 50s "ROOTS TO WORK SCHEME**

Dover District Council (DDC) is inviting local businesses to get involved in a scheme aimed at helping the over 50s into work. Roots to Work is an initiative between DDC and the Department for Work and Pensions (DWP) and has been running for nine months. The scheme specifically supports people over 50, who are receiving benefits and trying to return to the workplace, with a range of free workshops and accredited courses.

DDC is now inviting businesses to get involved by taking on participants for work experience or taking part in information sessions to share more about their business and what they look for in an employee.

Roots to Work offers free courses which are run by Kent Adult Education and include Food Safety, Emergency First Aid and Control of Substances Hazardous to Health (COSHH). Workshops for CV writing, confidence building, and transferrable skills training are also on offer from DDC.

If you run a business and would like more information about how to get involved, please contact [Roots2Work@dover.gov.uk](mailto:Roots2Work@dover.gov.uk)

## **SCHOOL YOUTH ROADSHOW**

Following the success of the last two years, the Dover District Youth Conference is running as an IMPACT roadshow once more in 10 different secondary schools in Dover, Deal and Sandwich from 25-28 June.

Year 8 students will listen to talks about different subjects that relate to making a choice, such as what choice should they make when it comes to crossing a train line or carrying a knife, and thinking about how certain choices could lead to potentially life changing outcomes.

IMPACT stands for 'I'm making positive action choices today'. The sessions will convey essential and positive messages encouraging young people to support each other and build their personal resilience through the positive choices they make. Guest speakers include Caley Walden and Sgt Glen Rickersey from the Violence Reduction Unit, Andy Richardson from The Metanoia Project, Small Steps and the Network Rail Safety Team who are showing two videos about staying safe on the railway.

There is also supporting entertainment from talented local musician Robbie White.



Both the Prevent team and Kent County Council's Youth & Community team are attending the roadshows for the students to meet afterwards.

## **LOCAL ISSUES**

### **1. 14 NORTH RD – DOV/24/00256**

Following representations from us Planning Services agreed to schedule the application for a hearing by the Planning Committee on 29<sup>th</sup> August. This is so that yourselves and other residents can be provided with adequate time to respond to some significant changes to the design which were submitted at a late stage in the planning process.

### **2. Woodlands, The Avenue – DOV/24/00112, ENF/24/00114.**

Nothing further on this issue other than the fact that the application suddenly appeared on the weekly Planning list as a "change of use" submission.

### **3. DEVELOPER APPROACH TO THE GLEN RESIDENTS**

Letters have been sent out to residents who reside adjacent to the field near the play park which is earmarked within the emerging Local Plan for development. Residents were concerned that they were seeking to purchase land from their rear gardens to extend the size of the building plot. We were asked to ascertain whether DDC Planning were aware of this. They have replied to say that no approaches have been made by the developers to them concerning this.

### **4. WOODEN BARRIERS BY THE ZETLAND**

One of the wooden barriers was moved thus enabling vehicles to drive right down to the sea line. This was reported to DDC who have agreed to reinstate the barrier to its correct position.

## **157/24 Planning**

- a) Noted:
- i) CON/22/00837/A 1 North Road Kingsdown Kent CT14 8AG Discharge of condition 3 (joinery details) pursuant to application 22/00837 Installation of 2No. rooflights to rear roof slope and 1No. side window to facilitate loft conversion, installation of 1No. rooflight to rear projection and door to western side elevation and alterations to windows on rear elevation. Condition approved.



- b) To note the applications as listed, consider, and agree any comments to be sent to the District Council.
  
- i) 24/00619 St Mary Abbot, Dover Road, Ringwold, Deal. Crown reduction by a maximum of 2 metres in height and 3 metres laterally of one Cherry the subject of Tree Preservation Order No 12 of 2005 Care of tree has not been carried out for a long while. We lost a major branch last year. There is significant growth over neighbouring properties. We want to bring the crown back into the property and the limbs back to a manageable length to reduce any risk of further breakages. No objections.
- ii) 24/00687 Wisteria Lodge, Kingsdown Hill, Kingsdown, CT14 8EA. Erection of single storey side, rear extensions, replacement roof with 2 rooflights (existing garage to be demolished). No objections.

#### **158/24 Management of Trees & Woodland**

- a) Update on Arboricultural Consultants. Clerk had contacted additional consultants for extra quotes. To go on September meeting agenda.

**159/24 Concrete bus shelters.** Cllr Hogben shared an update received from the constructional surveyors regarding the bus shelters on Dover road. The isolated crack damage and spalling observed to the reinforced concrete members is indicative of corrosion of embedded steel reinforcement, which has probably resulted in rusting and delamination of the embedded bars. Rusted and delaminated bars have a volume of between two and ten times that of unaffected steel, and it is this expansive force that has probably led to the crack damage and spalling of the concrete cover observed. In addition to the loss of the mechanical strength of the steel, the corrosion of the bars would also have result in a reduction of the steel area, which, in-turn, would reduce the load capacity of these structures. Given the age of the structure, the likely cause of the steel corrosion would be carbonation of the concrete cover, allowing oxygen and water to reach the depth of the embedded steel bars which is required for the corrosion process to occur. This damage has been probably compounded by the possible ingress of rain water through concrete roof slab to the Dover Bound Shelter, together with the fact that, in addition to salt spray from the adjacent highway, these sites could also be considered as coastal, which is likely to result in an accelerated rate of corrosion due to air-born chlorides. Although some localised patch repairs have been previously undertaken to the Dover Bound Shelter, these have been somewhat poorly executed. Based on wide spread and severity of the concrete degradation observed to the Dover Bound Shelter, it is considered that this structure is at the end of its useful life. In addition to the above, it is also unlikely that repairs to make good the majority of the damage would not be feasible and, as such, replacement of the shelter would be an appropriate course of action. Given the limited damage observed to the Deal Bound Shelter, it is recommended that suitable concrete patch repairs be undertaken to prevent further degradation of the structure. In addition to the above, the vegetation should be removed to the rear elevation and guttering of the Deal Bound Shelter, along with the provision of a suitable exterior grade paintwork finish to all the outer faces to limit the risk of further rain water or surface water spray from the public



highway affecting the framing members. Although there was no evidence of significant movement or distortion of the Deal Bound shelter, given that the it is unlikely that the structure would have been designed to retain the adjacent ground, it is recommended that the surround soil abutting the rear and side walls be removed. A paintwork finish to the internal faces of the shelter will also need to be applied, including the suitable preparation and treatment of the exposed tie rod and connecting bolts/nuts to the framing members. Prior to undertaken any of the above works, given the potential risk of the corrugated fibre cement roof sheeting containing asbestos, it is recommended that suitable testing be undertaken to confirm the possible presence of asbestos fibres. Subject to the findings of the asbestos test results, consideration may need to be given to the replacement of the corrugated sheeting with a suitable alternative material, given the potential risk of the general deterioration of the roof sheeting and/or possible damage due to vandalism. Notwithstanding the above, given the corrosion noted to the roof sheeting fixings, it will be necessary to replace the existing bolts. Furthermore, due to the deterioration of the existing rear roof beam outstand, it will also be necessary to install an additional metalwork support along the front face of the beam to allow adequate anchorage to the replacement roof bolts fixings over. Clerk to contact KCC and Stagecoach for further steps and ask for the handyman to clear and remove any vegetation.

#### **160/24 Allotments.**

- a) Cllr Wilson gave a verbal update on allotment vacancies. Two allotments available at the moment.
- b) Continues parking issue as the local resident parking cars next to the allotment entrance. Allotment holders struggling to unload their tools and other item, especially elderly allotment holders.  
The Parish Council agreed to purchase parking signs asking to not to park in this area was proposed by Cllr Wilson seconded by Cllr Hogben and all members voted in favour.

**161/24 Playing Fields.** The Parish Council discussed that playing areas in Kingsdown and Ringwould would need frequent checks on the equipment. Cllr Edwards agreed to volunteer and carry out quarterly checks.

**162/24 Neighbourhood Development Plan** – Cllr Hogben gave a verbal update on the following:

- i) Heritage assets meeting 2 sessions been take place.
- ii) Online and paper copies survey are going out. 17<sup>th</sup> July next steering group meeting.
- iii) ACOM have prepared the sign codes.

#### **163/24 Beach Wardens on Kingsdown Beach**

Cllr Hermer introduced the idea of having beach wardens on the beach to assist visitors who are using barbecues and parking their cars. Cllr Hermer also suggested that Parish Council could look after the Beach huts and boat plots. DDC member Oliver Richardson agreed to help to get in touch with DDC Assets Manager to discuss this opportunity.



#### **164/24 Parish Councillor Vacancies**

A new Councillors, Cllr George Selwyn was co-opted and he signed his Declaration of Acceptance of Office in the presence of the Parish Clerk.

#### **165/24 Correspondence**

- a) Email from a local resident regarding the car parking on grass at 6 Kings Close. This was noted.

#### **166/24 Matters of General Interest**

(For councillors to highlight issues that do not require a decision or for items on the next agenda.)

**167/24 To agree date of next meeting.** The next meeting, Finance and General-Purpose meeting will be held on 1st of August there being no further business the meeting closed for the public at 8.55pm

**168/24 Confidential Matters** – To exclude the public under the Public Bodies (Admission to Meetings) Act 1960, and Section 12a of the Local Government Act 1972, due to the sensitivity of the items to be discussed.

A Nigol  
Parish Clerk

DRAFT