



## **DYMCHURCH PARISH COUNCIL**

### **Minutes of the Annual Parish Council Meeting**

Held at the Parish Council Offices, Orgarswick Avenue, Dymchurch

**Date:** Monday, 12th May 2025

**Time:** 7:00 PM

#### **Present:**

**Cllr. C. McCreedy (Chair), Cllr. L. Finch (Vice Chair), Cllr. D. Young, Cllr. C. Young, Cllr. V. McCreedy, Cllr. A. Weatherhead, Cllr. M. Wright, Cllr. A. Pegler,**

**In Attendance: Mr. J. Lawrence (Parish Clerk)**

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### **1. ELECTION OF THE CHAIR OF DYMCHURCH PARISH COUNCIL**

Nominations were received for the position of Chair as follows, with votes for each nominee.

Cllr. D. Young                      3

Cllr. C. McCreedy                5

**Resolved:** Cllr C/ McCreedy was elected Chair for the 2025–2026 year and signed the Declaration of Acceptance of Office.

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### **2. APOLOGIES**

No Apologies received.

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### **3. DECLARATIONS OF INTEREST**

**a. Personal Interests:** Cllr [Name] declared a personal interest in item [#] due to [reason].

**b. Prejudicial Interests:** Cllr [Name] declared a prejudicial interest in item [#] and left the room during the discussion.

No Declarations made

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#### **4. PROPOSAL TO ELECT A VICE CHAIR OF THE COUNCIL**

Members considered the appointment of a Vice Chair.

The following two nominees were proposed, along with the votes for each member.

Cllr. D. Young    4

Cllr. L. Finch    4

As a result of a vote draw, the Chair used his casting vote in favour of Cllr. L. Finch

**Resolved:** Cllr Liam Finch was elected Vice Chair for 2025–2026.

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#### **5. ACCEPTANCE OF THE MINUTES OF THE MEETING HELD ON 15th APRIL 2025**

**Resolved:** The meeting minutes held on 15th April 2025 were agreed and signed as a true and accurate record.

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#### **6. TO REAFFIRM AND APPROVE STANDING ORDERS**

**Resolved:** Standing Orders were reviewed and approved without amendment.

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#### **7. TO REAFFIRM AND APPROVE THE CODE OF CONDUCT**

**Resolved:** The Code of Conduct was reviewed and reaffirmed without amendment.

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## **8. TO REAFFIRM AND APPROVE THE FINANCIAL REGULATIONS**

**Resolved:** The Financial Regulations were reviewed and approved without amendment

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## **9. STATEMENT ON INTERNAL CONTROL (as of 31st March 2025)**

**Resolved:** The Statement on Internal Control was approved and signed by the Chair and Clerk.

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## **10. RISK MANAGEMENT SCHEME 2025**

**Resolved:** The Risk Management Scheme was reviewed and approved.

It was highlighted that a fireproof cabinet needed to be purchased for relevant documents held by the Parish Council.

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## **11. CHAIR'S REPORT**

The Previous Chair, Cllr Dougie Young, summarised the Council's work over the past month, including:

- Thanked the Council for their support of him as chair for the past two years
  - Good attendance at the recent lighting of the beacon for VE Day
  - A successful event held at the Village Hall by the Friends of Dymchurch Recreation Ground
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## **12. MEMBERS' UPDATES**

Cllrs provided updates on specific roles, committees, or local issues.

- Cllr V. McCreedy –
  - a. SOUTHERN WATER—Contact has been made with John Mealey to identify a link with Southern Water for the pumps within the Parish. The name provided is Callum Dallas.

- b. HIGHWAYS- Regarding the speed restrictions request, the highways officer has stated that he has tried all avenues to request a reduction in the speed limit in the Tower Estate and Kingsway area but has not been able to make any changes. He provided various links to policies to back up their decisions-  
With a new Kent County Councillor (Cllr. Peter Osbourne) now in place, Cllr. V. McCreedy will engage with him and continue to try to get the changes made.
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### **13. PUBLIC PARTICIPATION**

Meeting adjourned at 19:13 hrs

The public raised the following matters:

- District Cllr Tony Hills gave a verbal update, including
  - He has been reappointed to the Flood Committee by the District Council
  - Praised the successful public meeting chaired by Cllr Dougie Young
  - Gained support from the Parish Council for a strategic committee to look at pollution issues at the main beaches- Hythe, Dymchurch, St Mary's Bay and Littlestone.
  - The new culvert has been checked at New Beach; however, it has not rained sufficiently since the installation to evaluate its performance.
  - He has affirmed that he will oppose all large-scale developments on the Marsh due to issues of surface water runoff, which includes solar farms.
- Jane Stephens gave a verbal update regarding the unveiling of the memorial plaque, including
  - The date confirmed as 29<sup>th</sup> May 12 noon.
  - Meeting with the RBL next week to confirm details
  - Representatives from the regiment will be in attendance
  - Reverend Parrot from Lydd will attend as part of the ceremony
  - A programme for the event will be produced, and it will include statements from the Chair of the Parish Council, readings, and, hopefully, a bugler.
  - The Plaque will be installed on the morning of the event.

- The media have been invited.

Meeting resumed at 19:36 hours

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#### **14. CORRESPONDENCE AND COMMUNICATIONS**

The Clerk reported the following:

- A resident has requested that the Parish Council raise ongoing concerns about extending the speed limit to include the Sands and Tower Estates with the new KCC councillor, and to confirm that the Environment Agency is responsible for cleaning the promenade steps.

Noted by members, and the response provided by Cllr V McCreedy within these minutes.

- A resident of Seabourne Way has raised concerns about increasing noise levels from the funfair and requested that the Parish Council speak to the operator.

The clerk informed the meeting that he had advised the member of the public to report the matter to the District Council Noise Abatement Officers.

- A public consultation has been launched regarding the renewal of the Dog Control Public Spaces Protection Order. The draft largely continues current restrictions.

Noted.

- A petition has been submitted requesting an investigation into PM2.5 and PM10 air pollution levels, referencing previous emails sent on 24 April and 8 May.

It was agreed that the Parish Council will write to the District Council to request that monitoring air pollution be considered. Although the author's report is very comprehensive, it was felt that without information specific to our area, a decision to support the petition could not be made at this time.

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## **15. TO RECEIVE PROPOSED DATES FOR COUNCIL, SUBCOMMITTEE AND WORKING GROUP MEETINGS 2024–2025**

**Resolved:** The proposed schedule was received and agreed.

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## **16. APPOINTMENT OF COUNCILLORS TO OTHER COMMITTEES / RESPONSIBLE BODIES**

**Resolved:**

- a. Shepway Area Committee & Planning User Group – Cllr A. Weatherhead
  - b. Village Hall Committee – Cllr C. Young and Cllr A. Pegler
  - c. Marsh Forum – Cllr Liam Finch
  - d. Twinning Association – Cllrs C. McCreedy, V. McCreedy and C. Cooper
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## **17. CONFIRMATION OF MEMBERS OF COUNCIL COMMITTEES**

**Resolved:**

- a. Assets and Amenities Committee – Cllrs C. Young, D. Young, M. Wright, C. McCreedy, and V. McCreedy
  - b. Personnel Committee – Cllrs D. Young, C. Young, V. McCreedy, A. Weatherhead, and C. McCreedy
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## **18. CONFIRMATION OF MEMBERS OF WORKING & ADVISORY GROUPS**

**Resolved:**

- a. Pavilion Working Group – Cllrs C. McCreedy and M. Wright
  - b. Beach Advisory Group – Cllrs C. McCreedy, D. Young, A. Pegler, and L. Finch
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## **19. FINANCE**

**a. Bank Reconciliation:** Reviewed and noted.

**b. Authorisation of Payments:** Approved. Cllrs C. McCreedy and C. Young to authorise payments online. Payments are shown at Appendix 1

**c. Additional Expenditure Items:** No additional items raised

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## **20. TO CONSIDER INTERNAL AUDITOR'S REPORT 2024–2025**

**Resolved:** The report was received and noted.

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## **21. AUDIT – ANNUAL GOVERNANCE STATEMENT 2024–2025**

**Resolved:** The Annual Governance Statement was reviewed, approved, and signed.

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## **22. AUDIT – ACCOUNTING STATEMENT 2024–2025**

**Resolved:** The Accounting Statement was reviewed, approved, and signed.

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## **23. PLANNING**

**Applications considered:**

- **25/0392/FH – 85 Hythe Road**  
Proposal: Erection of 2 chalet bungalows with parking.  
**Comment/Decision:** No objection
  - **25/0447/FH – Bowery Hall, Ship Close**  
Proposal: Erection of 4 dwellings with parking area.  
**Comment/Decision:** No objection
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## 24. ANY MATTERS FOR FUTURE CONSIDERATION

Councillors proposed the following items for future agendas or further research:

- Slipway Gates for final locks to be installed
- Gate and parking issues service road, Village Hall Carpark
- Trade signs in various locations within the village
- Beverley Gardens- issues with noise and litter, encouraging vermin
- Overgrown hedges obstructing the footpath High Street near the car sales
- Lack of playground facilities within Country's Field- Orbit Housing operates this
- Updates on planning for the new Pavilion, Recreation Ground.
- Defective tap at the toilet block, Seawall -District Council responsibility.

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## 25. DATE OF NEXT MEETING

**Resolved:** The next meeting will be held on **Monday, June 2nd, 2025, at 7:00 PM** at the Parish Council Offices.

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**Meeting closed at 2020hrs**

**Signed:**

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APPENDIX 1

Dymchurch Parish Council  
PAYMENTS (AWAITING AUTHORISATION) LIST

12 May 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
23	Payroll Processing	24/04/2025		Unity Trust Bank		Payroll Processing	S H Bureau	S	101.37	20.27	121.64
26	External Meeting Costs (inc Zoom)	28/04/2025		Unity Trust Bank		zoom Software (refund to Clerk)	Zoom Video Comms Inc	S	64.95	12.99	77.94
30	Grass Cutting & Weeding	01/05/2025		Unity Trust Bank		Grass Cutting	M Coleman	S	575.00	115.00	690.00
37	Audit Fee	06/05/2025		Unity Trust Bank		Annual Internal Audit	Lionel Robbins	X	140.00		140.00
39	Repairs & Maintenance	08/05/2025		Unity Trust Bank		Maintenance	Quick Chill Ltd	S	301.50	60.30	361.80
41	Salaries	28/05/2025		Unity Trust Bank		Salaries	Dymchurch Parish Council	E	3,075.94		3,075.94
42	Salaries	30/05/2025		Unity Trust Bank		Nest Pension Contributions	NEST	X	16.77		16.77
Total									4,275.53	208.56	4,484.09