



**Minutes of the Annual Parish Council meeting of Dymchurch Parish Council to be held at the Methodist Church Chapel Road Dymchurch on Tuesday 7<sup>th</sup> May 2024 at 7pm.**

# MINUTES

## PRESENT-

**Cllr. D. Young (Chair)**

**Cllr. L. Finch (Vice-Chair)**

**Cllr. C. McCreedy**

**Cllr. C. Young**

**Cllr. M. Wright**

**Cllr. V. McCreedy**

**Cllr. A. Weatherhead**

**Cllr. C. Cooper**

## Also In attendance:

**Mr J Lawrence, Clerk, Mr A Lawson, Finance and projects officer, District Councillors T. Cooper and T. Hills and a member of the public.**

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

Cllr. D. Young Proposed by Cllr .C. Young and Seconded by Cllr. C. Cooper

Cllr. V. McCreedy Proposed by Cllr. M. Wright and Seconded by Cllr. C. McCreedy

Votes: Cllr D. Young 5 Cllr. V. McCreedy 3

Cllr. D. Young elected as Chair of Dymchurch Parish Council 2024-2025

### 2. APOLOGIES. Members are reminded of the need to tender apologies with the reason for absence direct to the Clerk if they are unable to attend.

Cllr. A. Pegler- Extended holiday

### 3. 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.

Cllr. C. McCreedy declares an interest in any matters regarding the Friends of Dymchurch Recreation Ground Charity due to his position as trustee. This declaration will be in force for until the next Annual Parish Council meeting.

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

Members will decide if they will elect a vice chair of the Council and if so, propose a member to hold that office.

Cllr. L. Finch proposed by Cllr. C. Young

Cllr. V McCreedy proposed by Cllr. M. Wright

Votes- Cllr L Finch 4 Cllr. V. McCreedy 4

Using his casting vote the Chair voted for Cllr L. Finch. Therefore Cllr L. Finch was elected as Vice Chair of Dymchurch Parish Council for 2024-2025

**5. ACCEPTANCE OF THE MINUTES OF THE COUNCIL MEETING HELD ON THE 8<sup>th</sup> of April 2024.**

The previous minutes were proposed for acceptance by Cllr. C. McCreedy and seconded by Cllr. V. McCreedy. Minutes then signed by the Chair.

**6. TO RECEIVE AND ACCEPT OF STANDING ORDERS**

Accepted as read by members.

**7. TO RECEIVE AND ACCEPT THE CODE OF CONDUCT**

Accepted as read by members.

**8. TO RECEIVE AND ACCEPT THE FINANCIAL REGULATIONS FOR THE PARISH COUNCIL**

Accepted as read by members.

**9. TO RECEIVE PROPOSED DATES FOR COUNCIL, SUBCOMMITTEES AND WORKING GROUP MEETINGS 2024-2025.**

The proposed dates were noted by members and will be advertised on village notice boards and website.

**10. APPOINTMENT OF COUNCILLORS TO OTHER COMMITTEES/RESPONSIBLE BODIES**  
**No changes were made to the membership of the following groups.**

**a. Shepway Area Committee and Planning user group Representative**

**Cllr. A. Weatherhead**

**b. Village Hall Committee**

**Cllr. C. Young, Cllr. A. Pegler**

**c. Marsh Forum Representative**

**Cllr. C. Cooper**

**d. Twinning Association Representative**

**Cllr. C. Cooper**

**11. CONFIRMATION OF MEMBERS OF COUNCIL COMMITTEES**

**No changes were made to the membership of the following groups.**

**a. Assets and Amenities Committee**

**Cllr. D. Young, Cllr. V. McCreedy, Cllr. L. Finch, Cllr. M. Wright, Cllr. C. Young  
Cllr. C. McCreedy.**

**b. Personnel Committee**

**Cllr. D. Young, Cllr. C. McCreedy, Cllr. V. McCreedy, Cllr. C. Young, Cllr. A.  
Weatherhead**

**12. CONFIRMATION OF MEMBERS OF WORKING GROUPS AND ADVISORY GROUPS**

**No changes were made to the membership of the following groups.**

- a. **Pavilion Working Group**  
Cllr. D. Young, Cllr. M. Wright, Cllr. C. Young, Cllr. C. McCreedy
- b. **Beach Advisory Group**  
Cllr. D. Young, Cllr.C. McCreedy, Cllr. A. Pegler, Cllr.L Finch

### **13. FINANCE-**

- a. **Bank reconciliation.**  
No matters raised.
- b. **Authorisation of payments**  
**Payments for authorisation shown at appendix 1.**
- c. **Review of transactions**  
No matters raised.
- d. **To authorise expenditure to move town beacon to location agreed at previous council meeting.**  
The cost for removal and replacing of the Village Beacon was discussed. It was agreed that a budget of £500.00 would be authorised to pay for this work which has been agreed to be carried out by a volunteer from the village.  
Costs of the hire of machinery and materials would be covered in the suggested budget.

### **14. TO CONSIDER EXTERNAL AUDITORS REPORT 2022-2023**

Noted by members present- No recommendations of areas of concern were raised by the external auditors for the previous financial year.

**Prior to the following items the Parish Clerk wished to thank Mr Adrian Lawson for the preparation of the audit.**

### **15. Audit 2023-2024 ANNUAL GOVERNANCE STATEMENT 2023-2024**

The annual Governances statements were agreed by Council as true and was signed by the Chair of the Parish Council and the Parish Clerk.

### **16. Audit 2023-2024- ACCOUNTING STATEMENT 2023/2024**

The Accounting Statement was approved by the members of the Committee and duly signed by the Chair.

### **17. CORRESPONDENCE AND COMMUNICATION AND TO DEAL WITH ANY MATTERS ARISING**

Damage (wear and tear) reported to swing at recreation ground- arrangements made to repair. Position of wooden bench at toilets raised as concern- Tis has now been moved. Initial complaint about position of memorial bench on sea wall has now been positively received due to quality and style of the bench.

### **18. 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.

No matters raised.

19.

20. PLANNING

Reference	Address	Details	Comments
24/0569/FH	27 St Marys Road, Dymchurch, Romney Marsh, TN29 0PN	First floor extension, single storey rear extension, dormer windows to front and rear and porch. Amended application to planning permission 21/2043/FH. Part retrospective.	No Objections Carried Unanimously
24/0110/FH	30 High Knocke, Dymchurch, Romney Marsh, TN29 0QD	Extension and conversion of garage and re-build of rear garden room	No Objections Carried Unanimously

**It was noted that an outline planning application had been submitted for 125 home development at Land at High Knocke Farm of Seabourne Way Reference number 24/0520/FH- This application had arrived too late for a full debate at this Council meeting. Therefore, the Parish Council make no comment at this time for or against this new proposal. However, in order to gain opinion from our residents and to formulate a proper response the Chair called an emergency meeting to be held at 7pm on the Monday 13<sup>th</sup> May with a venue to be confirmed by the Parish Clerk.**

**The meeting was aware of a planning appeal which is ongoing from the same developing company for 135 homes at the same location. The result of this appeal is not known. Members therefore questioned why, without the result of this appeal, the company had put in a new application already.**

**In order to assist the Council, the Chair with the agreement of the committee permitted District Cllr Tony Cooper to speak.**

**He started by saying that due to his membership of the District Council Planning Committee he will not make any comment for or against this application until called upon to do so by the Planning Committee. This is to ensure that no accusations of predetermination can be made.**

**Cllr Cooper stated that this morning he had had a Teams meeting and offered the following background information. He stated that he had received a letter from the developers indicating they would submit a further application for fewer homes. Within this letter it stated that the developers had met with the Chief Planning Officer and the Leader of the District Council , Jim Martin.**

**(The Parish Clerk confirmed that the Council had received the same letter which is shown at appendix 2.)**

**Within this letter it indicates that the developers were offered advice by the Chief Planning Officer and the Leader "proposing alterations and improvements" , "to make it more acceptable in relation to its impact on the open countryside and the sense of openness that characterises the area.**

**Cllr. Cooper suggested options- 1 To refuse the application, 2 To ensure that the matter is called into the Planning Committee and 3. Should the application be approved to then engage with the developers to ensure that the village profit through additional infrastructure.**

**The following comments were raised by members-**

**Cllr. V. McCreedy raised concerns over what type of screening would be used to for the development as this is mentioned in the letter already received.**

**Cllr. M. Wright raised a question about the meeting of the Leader of the Council with the developers as to whether this was an official meeting and if so, can we see the transcript of this meeting.**

**Cllr. A. Weatherhead raised concerns about the meeting held with the Leader of the Council citing District Councils housing targets and was this development a potential trade off for the loss of housing at Princes Parade.**

**The Clerk advised members he would take advice on the impact of the alleged interactions of the Leader of the District Council with the Developers.**

**The Clerk will also arrange for the emergency meeting on Monday 13<sup>th</sup> May to encourage members of the public to attend.**

## **21. TO CONSIDER PROPOSALS FROM RECENT HIGHWAYS IMPROVEMENT PLAN REVIEW.**

**Item adjourned.**

## **22. TO CONSIDER MEMORIAL BENCH APPLICATION**

**Having considered the application for a memorial bench to be installed on the sea wall in the area opposite the entrance to New Beach, members were in full support of this application.**

## **23. DATE OF NEXT MEETING-7pm Monday 3<sup>rd</sup> June 2024 to be held at the Parish Council Offices Orgarswick Avenue**

**Noted**

**There being no further business the meeting was close at 2125 hrs.**

# Appendix 1- Finance Items for Payment

## Dymchurch Parish Council PAYMENTS LIST

30 April 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
34	Stationery & Postage	16/04/2024		Petty Cash		Stationery	Jill Bates	S	3.30	0.66	3.96
35	Electricity	22/04/2024		Unity Trust Bank		Electricity	Valda Energy Ltd	L	47.31	2.37	49.68
36	Handyman Tools & Consumabl	29/04/2024		Unity Trust Bank		Materials	J H Youngs Ltd	S	38.07	7.61	45.68
37	Communications	29/04/2024		Unity Trust Bank		Mobile Phone	3 Business Services	S	10.00	2.00	12.00
38	Management Fee & Charges	22/04/2024		PayPal		I Zettle Fee	Paypal	X	1.59		1.59
39	Misc Stationery	23/04/2024		PayPal		Stationery	Dymchurch Parish Council	X			
40	Water & Waste	29/04/2024		Unity Trust Bank		Waste Disposal	Veolia Erv Serv UK	S	26.50	5.30	31.80
41	Village Signs & Floral Displays	29/04/2024		Unity Trust Bank		Village Sign	Andy Graphix Ltd	S	605.16	121.03	726.19
42	CCTV Monitoring	29/04/2024		Unity Trust Bank		Maintenance	Ashe Alarms	S	180.00	36.00	216.00
43	Management Fee & Charges	29/04/2024		Unity Trust Bank		I Zettle Fee	I Zettle	X	2.64		2.64
44	Handyman Tools & Consumabl	30/04/2024		Unity Trust Bank		EGO Battery powered tools	Henton & Chattell	S	1,064.17	212.83	1,277.00
45	Communications	30/04/2024		Unity Trust Bank		Phone & Broadband	Onecom	S	188.02	37.60	225.62
46	Public Noticeboards & Signs	30/04/2024		Unity Trust Bank		Mobile Phone	Scanlite Visual Comms Ltd	S	216.00	43.20	259.20
47	Management Fee & Charges	29/04/2024		PayPal		I Zettle Fee	I Zettle	X	2.64		2.64
48	Subscriptions	30/04/2024		Unity Trust Bank		SLCC Membership	SLCC	X	114.50		114.50
49	Communications	30/04/2024		Unity Trust Bank		zoom Software (refund to Clerk	Zoom Video Comms Inc	S	64.95	12.99	77.94
50	Subscriptions	30/04/2024		Unity Trust Bank		SLCC Membership	SLCC	X	91.50		91.50
<b>Total</b>									<b>22,628.34</b>	<b>1,802.28</b>	<b>24,430.62</b>

Appendix 2- Letter from Developers for High Knocke Farm



# HIGH KNOCKE FARM, DYMCHURCH RESIDENTIAL DEVELOPMENT

## 2<sup>ND</sup> PROPOSAL FOR 125 DWELLINGS

### **SUSTAINABILITY AND ECOLOGY**

<b>Applicant:</b>	Redbridge Estates Ltd
<b>Application Number:</b>	21/2525/FH
<b>1<sup>st</sup> Proposal:</b>	Outline planning application for a residential development of up to 132 dwellings with all matters reserved.
<b>2<sup>nd</sup> Proposal:</b>	Outline planning application for a residential development of up to 125 dwellings with all matters reserved.
<b>Site Location:</b>	Land Adjoining High Knocke Farm, 65 Seabourne Way, Dymchurch, Romney Marsh, TN29 0PU
<b>Date:</b>	December 2023

## **Introduction**

The Outline Planning application 21/2525/FH, for up to 132 dwellings, was refused on 13th June 2023 despite being recommended for approval by Development Control.

The reason for refusal was:

*1 The proposal would be contrary to policies SS1, SS3 and CSD4 of the Core Strategy Review (2022), policies HB1 and NE3 of the Places and Policies Local Plan 2020 and to central government guidance contained in the NPPF and would therefore be contrary to interests of acknowledged planning importance for the following reason:*

*a) The location of development proposed lying outside the established settlement edge together with its scale would have a significant adverse urbanising impact on the open countryside, out of character with, and eroding the sense of openness that characterises the area. The development would therefore be unacceptably harmful to the visual amenity of the area.*

The Applicant has examined the reasons for refusal, and following helpful discussions and advice from Llywelyn Lloyd and Jim Martin, is proposing alterations and improvements to the proposal to make it more acceptable in relation to its impact on the open countryside and the sense of openness that characterises the area.

Llywelyn kindly offered to have a look at our intentions before resubmission and it is for that reason, and informing other important stakeholders that we have prepared this document.

In it we are setting out the sustainability and ecology credentials the proposal already had as well as noting improvements that will be made on that already exceedingly good base.

In addition to the above there will be a reduction in dwelling numbers from 132 down to 125. Although a modest number, the removal of those units has maximum impact allowing us to; open up the scheme, give it better screening and making it less impactful at the front of the site, and increase the already significant public open space in the centre of the site.

## **Sustainability, Energy and Carbon Reduction**

We will aim to make the dwellings as close to net zero enabled as we possibly can. This will be achieved with a fabric first, well insulated envelope of low carbon, modern method of construction(MMC) coupled with sustainable heating provision via air source heat pumps coupled with mechanical ventilation and heat recovery(MVHR) systems so the heat that is created is not lost. The dwellings will be aimed to achieve an A rated EPC.

There are already options that can be selected by home owners for low carbon and sustainable electricity provision, such as supplied by wind and solar power. There is currently significant acceleration in provision of this form of energy that can be coupled with photo voltaics providing some of each dwellings energy needs through a renewable source. By the time these dwellings are constructed it is envisaged that low carbon energy will be readily available to not only provide heating, but power for charging of electric vehicles as well.

Future home owners will be encouraged to use green energy. There will be clear information in the homeowners pack spelling out how their properties support sustainable living and how they can be net zero carbon when the right energy supplier is used.

It would be unreasonable to restrict a future owners choice regarding energy tariff, particularly with recent events and the significant rising of energy costs. Therefore, the most effective way to introduce

them to zero carbon energy is to make the first electricity supply to the dwelling a zero carbon energy choice. The occupiers can then make the decision to pull away from that if they wish.

A full gambit of smart, energy saving, devices will be incorporated. There will be smart heating controls, smart and rapid electric vehicle charging points that can utilise off peak electricity, and the option of smart white goods could be offered. If properties are purchased off plan early enough, there could be the option of incorporating batteries to store the PV produced electricity so more of it can be used within the dwelling creating it.

The dwellings will each be designed for their orientation and the space they inhabit, allowing best use of solar gain, avoidance of overheating and providing the best aspect for the photovoltaic panels.

### Landscaping and Ecology



The brief was to design a proposal that is respectful of the existing environment and ecological features of the site and be landscape led. A landscape framework/masterplan was therefore developed around the existing ecology features including water courses, drainage ditches and ponds being informed by; the Preliminary Ecological Assessment, the resulting surveys and reports, and the ecological report with its mitigation recommendations.

The previous application successfully demonstrated to both KCC Ecology and Natural England that the proposal would not cause detriment to plant or wildlife associated with the site or areas around it.

All of the existing landscape features, mainly centred around existing water bodies, were retained and protected in the proposal with space around them. These areas contain the habitats of the protected species and other flora and fauna that provides the site with an existing strong biodiversity. Those areas were improved and increased, and other generous public open space added, providing additional habitats with native species trees, shrubs, hedging and wild flower planting.

As part of the proposal, and as demonstrated by the Natural England Metric that was completed for the site, a 10% Biodiversity Net Gain(BNG) has been established. This is a significant achievement when starting from a position of very good biodiversity and habitats existing on the site already.

With the new proposal, through the additional and enhanced landscaping areas, there has been an even greater opportunity to deliver further BNG improvements making this site a significant and protected contributor to biodiversity around Dymchurch.

The suggested alterations and improvements made to the refused proposal, to make the new proposal more acceptable, in relation to its impact on the open countryside and the sense of openness that characterises the area, are as follows:

- The front of site dwellings have been moved 10m further back from Dymchurch Road and their parking and drives relocated to make way for a significant planting and screening belt in addition to the already provided landscaping margin to Clobdsen Sewer. This reduces the developments impact when seen from the sea wall and Dymchurch Road which is the key view by which most people would perceive the development. The Number of dwellings has been reduced along the road, also to help reduce impact.
- The central vista has been increased to 30m wide. It runs through the site from the access bridge out to the countryside beyond. This allows views from the sea wall and Dymchurch Road, through the site, to the countryside beyond. It also provides views from within the sites central open public space out of the site in both directions.
- The central public open space, bordering and buffering Marshlands, has been expanded by removing a group of 5 dwellings. A central public gathering space is proposed and an amphitheatre type space is shown, but this could also be the position of a public art installation. This extra area gives an extended feeling of openness and provides the opportunity for the inclusion of a more sustainable surface water drainage solution of swales that can be planted up with a meadow mix to provide additional varied and biodiverse habitats. The area also makes way for additional other soft landscaping as well as an extended activity space for children.
- The North East to South West vista, containing an existing watercourse/drainage ditch and emanating from the central public open space, has also been widened to provide extended views of the countryside from within the site. It also will provide increased habitats and further opportunity to increase BNG. This vista gap, by making a significant separation between the two groups of dwellings, further reduces their impact on the countryside.
- The open space and pathways to the southwest perimeter have been reconfigured to provide a much more generous planting belt for screening, along with rain gardens to assist in the natural dispersion of the surface water which could be planted up to form new biodiverse habitats.
- It is thought that the perimeter and internal pathway network, that weaves throughout the landscape and ecological features, could also become a nature trail with information boards around the site that also explain its ecological features, how they are protected and enhanced, and what residents can do to help Ecology and biodiversity.

Additional measures to protect and enhance biodiversity include:

- 1) integrated boxes / bricks (these are designed on elevations by professionals, and are very difficult to remove)
- 2) areas of wildflower meadows with seed mixes chosen by professionals for the geology and species of local provenance, which are installed and managed by professionals.
- 3) retained waterways and increased connectivity and positive management designed and maintained by professionals.

It is proposed to provide a welcome pack to all residents, including a glossy informative with a map of the site, discussing what ecologically has been done and why, and how everyone can help make a difference. An annual meeting and presentation by the professionals on what is being done and why could also happen. All of which will be valuable to the new residents and the strength of the biodiversity enhancements.