



EASTRY PARISH COUNCIL

3 Gore Terrace, Gore Road, Eastry, Sandwich, Kent, CT13 OLS
Tele 01304 614320

To all members of the Parish Council

27th April 2017

You are hereby summoned to attend the Ordinary Meeting of Eastry Parish Council to be held on Monday 8th May 2017 at 7.30pm at the Parish Room, Church Street, Eastry for the purposes of transacting the following business.

Sarah Wells
Clerk to the Parish Council

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman to act for the coming year.

2. APOLOGIES

To receive and approve apologies for non attendance at the meeting

3. DECLARATIONS

To receive declarations of interests relating to matters included on the agenda.

4. ELECTION OF VICE CHAIRMAN

To elect a vice chairman to act for the coming year.

The meeting will be closed so that members of the public can speak.

5. MINUTES OF LAST MEETING

To confirm the following minutes of the Parish Council

- a) Minutes of the Planning Committee Meeting held on 3rd Apr 2017
- b) Minutes of the Ordinary Meeting of the Parish Council held on 3rd Apr 2017

6. COMMITTEES, WORKING PARTIES & DELEGATES

To select membership of the following committees

Committees

- a) Finance
- b) Planning
- c) Allotment Committee Reps x 2

Working Parties

- a) Leisure Fields
- b) Pond and Parade
- c) Church Yard and Cemetery

To nominate Councillors to undertake the following roles

Delegates

- a) Risk Assessment
- b) KAPC x 2
- c) Village Hall Committee x 2
- d) Eastry Young Peoples Club x 1
- e) Footpath Officer/s
- f) Councillor responsible for Finance
- g) Community Resilience and Emergency Planning Rep/s

7. REVIEW OF COUNCIL ASSETS AND INVENTORY

To review the inventory of land and assets including buildings and office equipment

8. REVIEW OF PROCESSES AND PROCEDURES

To review and adopt appropriate procedures

- a) Standing orders - Last fully updated March 2016
- b) Financial regulations -
- c) Complaints procedure
- d) Freedom of Information Act 2000 request handling
- e) Data Protection Act 1998 request handling
- f) Press Media policy
- g) Child Protection Policy

9. ACTIONS FROM THE LAST MEETING

To receive information resulting from actions generated at the last meeting.

10. CORRESPONDENCE

To discuss and agree actions relating to correspondence received by the Council.

a) Consultation Documents

b) Newsletters and Circulars

- i) KALC Parish News

c) Other

- i) Hobbs Parker – Land at Gore Lane, Eastry

11. HIGHWAYS

To discuss and agree actions relating to highways issues

12. FINANCE

To discuss and agree actions relating to any financial matters presented to the Council.

13. ACCOUNTS

To resolve the approval of payments presented at this meeting

14. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

- i) APM Tue 16th May 2017
- ii) Battle's Over a Nation's Tribute 11th Nov 2018

b) Outside Events

- i) KALC training events

15. POND AND PARADE

To discuss matters relating to the Pond, Parade and area behind the bus shelter.

- i) Benches

16. ALLOTMENTS

To discuss matters raised by the Allotments Management Committee.

17. LEISURE FIELDS

To discuss matters relating to the Councils leisure fields and amenities, to receive correspondence relating to leisure fields.

a) Gun Park

- i) Request to put a noticeboard on the Pavilion

c) Allotments Play Area

d) Correspondence

18. CHURCHYARD AND CEMETERY

To discuss and agree action on matters relating to land controlled by the Council in and around Church Street.

- a) Churchyard & Cemetery**
- b) Recreation Ground**
- c) Bowling Green & Parish Room**

19. LONGTERM OUTSTANDING ITEMS

- a) School Parking
- b) Gun Park Footpath (Running Parallel to Willmott Place)

20. REPORTS

To receive written or verbal reports from:-

- a) Dist Cllrs**
- b) Parish Councillors**

21. COMMUNICATION

To agree Council communication to the following media:-

- a) Village News Letter**
- b) Mercury Report**
- c) Web Site**

22. DATE OF NEXT MEETING

Scheduled dates of meetings

| | | | | |
|-----------------------------|-------------------------------|--------------------------|--------------------------|--------------------------|
| 16 th May 7.30pm | Village Hall AMP | 5 th Jun 2017 | | |
| 3 rd Jul 2017 | 4 th Sept 2017 TBC | 2 nd Oct 2017 | 6 th Nov 2017 | 4 th Dec 2017 |