

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT  
THE PARISH ROOM AT 7.30pm ON MONDAY 3<sup>rd</sup> APRIL 2017**

**Present: Councillors**            B Read            Annie Wiles            P Bailey            N Kenton (Chair)  
   C Boughton      L Bevan-Powell      M Jones            M Pemble  
   M Kemp

Sarah Wells Clerk to the Parish Council

Dist Cllr Manion

**1. APOLOGIES**

Cllrs A Barwick & Andrew Wiles

**2. DECLARATIONS**

Cllr Read declared a prejudicial interest in the quotes for the Benches on the Parade as her husband firm had quoted for the work.

**3. MINUTES OF LAST MEETING**

RESOLVED the minutes of the Planning Committee meeting of the Parish Council held at 7.00pm on 6<sup>th</sup> Mar 2017 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Ordinary meeting of the Parish Council held at 7.30pm on 6<sup>th</sup> Mar 2017 are duly signed by the Chairman as a true and correct record of the meeting.

**4. ACTIONS FROM THE LAST MEETING**

**Highways**

*Bench by the horse trough KHS permission forms* – Cllr Jones had spoken to Kent Highway Services, they had no objections in principle he was just waiting for the paperwork.

**Action Cllr Jones Ongoing**

**Church Yard & Cemetery**

*Extension to Cemetery* - Cllr Kenton had spoken to the local resident about the purchase of the field to extend the Cemetery. They had agreed that a meeting with the Council would be useful, Cllr Kenton to arrange.

**Action Cllr Kenton ongoing**

**Leisure Fields**

*Adventure Trail - New stepping posts* - Cllr Jones to replace the missing posts.

**Action Cllr Jones ongoing**

*Beech Tree overhanging Green* – Cllr Jones had drafted a specification to go out for tender.

**Action Discharged**

**Allotments**

*Willow tree growing on one of the plots.* Cllr Bailey to spoken to the Chairman of the Allotments Committee he did not think it would be a problem, the members were dissatisfied with this as this tree could become a problem very quickly if it is not kept cut back. Cllr Bailey to discuss with the owner of the plot.

**Action Cllr Bailey**

**Correspondence**

*Government Housing White Paper – Fixing our broken housing market – Response by 2-5-17*

RESOLVED Cllr Kenton should answer on behalf of the Council.      **Action Cllr Kenton ongoing**

*Historic Village Panels* – The Clerk had contacted DDC, they had sent through the wording for the panel for approval.

**Action Discharged**

**Highways**

SID unit schedule – The Clerk had produced a schedule.

**Action Discharged**

**Finance**

*2016/17 Risk assessment* – The Clerk had added a section on the positioning of the SID Unit.

**Action Discharged**

*2017/18 Salary*– The Standing orders had been set up and were waiting approval.

**Action Discharged**

*Parish Council insurance* – The insurance had been renewed.

**Action Discharged**

*School no parking signs* – The payment to the School had been made.

**Action Discharged**

**Forthcoming Events**

*APM Tue 16<sup>th</sup> May 2017* – The Girl Guides had agreed to deliver the agendas free of charge.

**Action Discharged**

**5. CORRESPONDENCE**

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

**a) Consultation Documents**

None received.

**b) Newsletters and Circulars**

- i) Clerks and Council Direct

Noted by the members.

**c) Other**

- i) Possible East Kent Merger

Noted.

- ii) Seat outside the Church Yard – needs removing/replacing

RESOLVED the Parish Council should replace the bench.

**Action Sarah Wells**

- iii) Historic Village Panels – Agree wording

The wording was agreed with one slight amendment. The Clerk to contact DDC.

**Action Sarah Wells**

**6. HIGHWAYS**

Nothing to discuss.

**7. FINANCE**

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

- a) KALC Membership Renewal

RESOLVED the membership should be renewed.

**8. ACCOUNTS**

RESOLVED the following payments should be made, proposed Cllr Bailey and seconded by Cllr Kemp

<b>Mar Payments</b>		<b>Cheque No</b>		<b>VAT</b>
Environmental Engineer - Mar		STO NW	398.75	
Toilet Cleaning Contract Mar	245.00			
Toilet Cleaning Supplies allowance Mar	5.00			
	<b>250.00</b>	STO NW	250.00	
AJL Garden Services - Mar		STO UT	638.82	
Clerks Salary Mar 2017		STO UT	786.84	

H M Revenue and Customs Income Tax	2.56			
Employees NI	22.45			
Employers NI	25.27			
	<b>50.28</b>	STO UT	50.28	
Employers Pension Contribution	134.02			
Employees Pension Contribution	47.25			
	<b>181.27</b>	STO UT	181.27	
KCC - SID Unit and posts		BACS	4,692.67	782.11
DDC - Rates Parish Room		BACS	77.60	
Trevor Oku – Churchyard and Cemetery Grass cutting Mar		BACS	220.00	
Harmer and Sons Ground Works Contract Mar		BACS	687.00	114.50
Transfer funds to Natwest Card Account		BACS	1,000.00	
Southern Water Allotments		DD	15.78	
British Gas - Parish Room Gas		DD	147.78	7.03
KALC Membership 2017		300027	694.92	115.82
<b>Set Up Standing Orders for 2017/18</b>				
Environmental Engineer 28th Month		STO	412.50	
R Swain - Toilet Contract - 28th Month		STO	250.00	
Clerks Salary - 28th Month		STO	796.13	
Trevor Oku - Churchyard and Cemetery Grass cutting 28th Month - 7 payments		STO	220.00	
Harmer and Sons Ground Works - 28th Month - 11 payments		STO	687.00	
KCC Pension Scheme - 7th Month		STO	216.94	
HMRC - 7th Month		STO	49.79	

## 9. FORTHCOMING EVENTS

To discuss and agree actions relating to events

### a) Council Events

- i) APM Tue 16<sup>th</sup> May 2017 – Agree Agenda & Catering

The final agenda was agreed, the Clerk to print the agendas for distribution. Cllr Pemble and the Clerk to arrange the catering.

**Action Sarah Wells and Cllr Pemble.**

- ii) WW1 Beacon Lighting 11-11-18.

Cllr Bailey to liaise with the WW1 committee. It was agreed that information about the event should be placed on the back of the APM agenda, asking for people to become involved.

**Action Sarah Wells**

### b) Outside Events

- i. KALC Dover Area AGM 27<sup>th</sup> April 2017 7.15pm & Ord Meeting 27<sup>th</sup> April 7.30pm

Cllr Bailey to attend.

## 10. POND AND PARADE

Nothing to discuss.

## 11. ALLOTMENTS

Cllr Bailey reported that the committee had not met recently.

## 12. LEISURE FIELDS

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

### a) Gun Park

- i) Email ref Willmott Place play area

RESOLVED the Graffiti wall and play equipment should be painted. New cradle seats should be ordered. The Clerk to monitoring the emptying of the bins. **Action Sarah Wells**

### c) Allotments Play Area

Nothing to discuss

### d) Correspondence

None received.

## 13. 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

Cllr Pemble reported that the bottom had rusted out of the basket used for old flowers etc in the Cemetery. The Clerk to arrange for it to be replaced. **Action Sarah Wells**

### b) Recreation Ground

Nothing to discuss

### c) Bowling Green & Parish Room

Nothing to discuss

## 14. LONGTERM OUTSTANDING ITEMS

- a) School Parking

Ongoing – hopefully the signs purchased by the school will help.

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

One quote had been received by DDC this was for £5860.00.

RESOLVED the Parish Council would be happy to pay one third of the costs of the installation of a new footpath, on the understanding the once the path was completed, KCC would become responsible for its maintenance on the future. The Clerk to let DDC know. **Action Sarah Wells**

- c) Parade Benches

Two quotes had now been received, however the cost of solid oak makes replacing the existing wood uneconomical. It was agreed that the Clerk should meet with contractors to see if the existing benches could be removed and replaced with new ones made of recycled plastic made to look like wood. **Action Sarah Wells**

## 15. REPORTS

To receive written or verbal reports from:-

### a) Dist Cllrs

Cllr Manion reported that Dover District Council (DDC) has brought the maintenance of its parks and open spaces in-house with effect from 1 April 2017 as a new team of 25 directly employed staff gets to work on Council-owned land across the district.

Dover District Council is stepping up its commitment to crack down on littering and dog fouling - by working in partnership with a private enforcement company.

Cllr Kenton reported that the plans to create a new single council for East Kent are to be put on hold following a vote by Shepway District Council on Wednesday 22 March.

A new waste contract is currently being discussed, some parts of the current contract may be brought back in house to becoming part of the new unit that has just been created for parks and gardens maintenance.

**b) Parish Councillors**

Cllr Read reported on the Youth Club meeting.

**16. COMMUNICATION**

To agree Council communication to the following media:-

**a) Village News Letter**

Annual Parish Meeting report including SID unit data.

**b) Mercury Report**

Annual Parish meeting date

**c) Web Site**

As needed.

**17. DATE OF NEXT MEETING**

**Scheduled dates of meetings**

8 <sup>th</sup> May 2017	16 <sup>th</sup> May 7.30pm Village Hall AMP	5 <sup>th</sup> Jun 2017
3 <sup>rd</sup> Jul 2017	4 <sup>th</sup> Sept 2017 TBC	2 <sup>nd</sup> Oct 2017
		6 <sup>th</sup> Nov 2017 4 <sup>th</sup> Dec 2017

The meeting closed at 8.38pm