

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT
THE PARISH ROOM AT 8.00pm ON MONDAY 6th JUNE 2016**

Present: Councillors M Jones N Kenton (Chairman) M Pemble A Barwick
 M Kemp P Bailey B Read L Bevan-Powell
 Annie Wiles

Sarah Wells Clerk to the Parish Council Dist Cllr Manion

The meeting did not start until 8.00pm as the Planning Committee meeting scheduled for 7.00pm had overrun.

1. APOLOGIES

Cllrs Andrew Wiles & S Hooper.

2. DECLARATIONS

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Planning Committee Meeting held at 7.00pm on 9th May 2016 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Annual meeting of the Parish Council held at 7.30pm on 9th May 2016 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Annual Parish Meeting held on 17th May 2016 are duly signed by the Chairman as a true and correct record of the meeting.

4. ACTIONS FROM THE LAST MEETING

Actions from the Annual Meeting of the Parish Council 9-5-16

Review of Council Asset and Inventory

This item was down for discussion later in the meeting.

Action Discharged

Review of Processes and Procedures

The Standing Orders and Finance Regulations had been displayed on the Parish Council web site.

Action Discharged

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

Reports

Cllr Read – Youth Club provision of bin – Cllr Kenton had spoken to the Officers at DDC and it was possible to add an additional bin to the servicing contract. The Clerk to contact the Youth Club and DDC.

Action Sarah Wells

Allotments

Fir Trees on allotment land on the May Mill – These had been reduced in height.

Action Discharged

Highways

Bench by the horse trough KHS permission forms – The Clerk looked at the forms and reported that she did not have the requisite knowledge of the new roads and street works act to complete them. Cllr Jones said he knew a contractor who may be able to help.

Action Cllr Jones Ongoing

Forthcoming Events

Annual Parish Meeting 17th May – The refreshments had been provided. **Action Discharged**

Highways

Speed Indicator device and mounting poles – Felderland Lane – The Clerk Cllr Kenton and Cllr Jones had meet with KCC member and an Officer from KHS to discuss this matter.

Action Discharged**Pond and Parade**

The loose paving slab had been reported to the contractor for repair.

Action Discharged

The contractors were not mowing under the big Willow tree the Clerk to spoken to the contractor.

Action Discharged**Allotments**

The quote to fence the gap and the entire length behind Nos 1-3 May Mills Cottages had been accepted.

Action Discharged**Leisure Fields****Gun Park**

Request from Bubbles Nursery for permission to put up an advertising sign in Gun Park – The Clerk had responded as agreed.

Action Discharged**Recreation Ground**

The Hedge and grass by the gate to the Parish Hall – The Clerk had informed the Contractors that some work was needed in this area.

Action Discharged**Long term Outstanding Items**

- a) Car Park – New White Lines requested

The Clerk had emailed DDC to chase, the work has been sent out to contract and should take place in the next few weeks.

Action Discharged

- b) Parade Layby

The parking restrictions are being advertised at this time.

Action Discharged

- c) School Parking

Cllr Jones would be bring a Fire Engine to site this week.

Action Discharged**Actions from the Annual Parish Meeting 17-5-16**

Someone asked if it would be possible to get the listing of the old hospital building lifted so it could be demolished. The view of the meeting was that the building was ugly and did not deserve to be preserved. The Chairman said the Council would try and get the listing lifted, however he was not very optimistic as Historic England had visited the building following the fire and still classed it as having special architectural interest.

The Clerk had looked at the information of Historic England Website and reported that it is only possible to get a listing lifted if the building concerned no longer fulfils the reason for the original listing. As the building was listed for its historic importance as a workhouse rather than for its aesthetic appeal this has not changed. It was agreed the Clerk should still apply to have the listing removed.

Action Sarah Wells**6. CORRESPONDENCE**

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

a) Consultation Documents

- i) KCC Consultation – Active Travel Strategy

Noted by the members

b) Newsletters and Circulars

None received

c) Other

None received

7. HIGHWAYS

To discuss and agree actions relating to highways issues

a) Speed Indicator device and mounting poles

The Clerk and Chairman had had two meetings to discuss this matter, one with reps from KHS and the other with reps from Worth PC. Cllr Ridings had agreed to give both Worth and Eastry PC £2500 each to help with the costs of posts and a SID unit. KHS had asked for proposed sites so they could do some background checks before visiting the site.

The Clerk had spoken to the officer responsible for the schemes implementation, the SID units can in two sizes, it is possible to add data collection units to both of these, the Mini unit weight about 7kg and had a battery life of four weeks depending on traffic, and it shows the speed of oncoming traffic. The larger sign had more functions and can flash slow down however it is heavier and has a battery life of just a week, making it more difficult to move and increasing the need for intervention.

RESOLVED the Council would purchase the Mini sign and data collection module.

The following sites for the posts were identified, Gore Lane opposite Orchard Road, Sandwich Road, Woodnesborough Road, Lower Street by the bench recess and Lower Street by the entrance to the pond. The Clerk to forward to KHS. **Action Sarah Wells**

b) Footpath that runs from Gore Road to Peak Drive

The Clerk had been approached about the ownership of this path, DDC and KCC both said it was not there path and had suggested it may belong to the PC. The Clerk was investigating.

Action Sarah Wells

8. FINANCE

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

a) Approve Annual Audit form Section 1 Annual Governance Statement 2015/16

RESOLVED the Annual Governance statement should be approved by the Council.

b) Certify year end accounts Annual Audit form Section 2 Accounting Statement 2015/16

RESOLVED the accounting statements for 2015/16 should be certified by the Council.

c) Receipts and Payment V Budget to 31st March 2016

RESOLVED the receipts and payments to 31st March 2016 should be adopted by the Council.

d) Assets Register 2015/16

RESOLVED the assets register to 31st March 2016 should be adopted by the Council.

e) Adopt Amended Budget for 2016/17

The budget was discussed and some minor changes agreed. RESOLVED the budget amended in May 2016 should be adopted by the Council.

f) National Salary Awards – 2016 -2018

RESOLVED the national salary awards for 2016-2018 should be implemented by the Council.

g) Grant applications – Does the Council wish to invite applications this year. If so agree timescales.

RESOLVED the Councils 2016/17 grant invitation should be advertised, closing date for applications the end of August 2016, the Finance Committee to meet in Sept to decide on applications.

Action Sarah Wells

9. ACCOUNTS

RESOLVED the following payments should be made. Proposed Cllr Bevan-Powel seconded Cllr Bailey.

Receipts May/Jun				
VAT	1,032.65			
	1,032.65			
		Cheque No		VAT
May Payments				
Environmental Engineer - May		STO	398.75	
Environmental Engineer - May 12 hours OT -Toilets		300002	87.00	
Toilet Cleaning Contract May	245.00			
Toilet Cleaning Supplies allowance May	5.00			
	250.00	STO	250.00	
Clerks Salary May 2016		STO	781.47	
H M Revenue and Customs Income Tax	0.95			
Employees NI	21.43			
Employers NI	24.10			
	46.48	STO	46.48	
Employers Pension Contribution	132.70			
Employees Pension Contribution	46.78			
	179.48	STO	179.48	
Coffee Break refreshments		300003	66.88	
Annual Meeting Refreshments		300004	56.55	
AJL Garden Services - April & May (STO run out)		300005	1,277.64	
AJL Garden Services - June		300006	638.82	
Mark Jones Tree Surgery-Tree next School Playground		300008	840.00	140.00
rgp - hospital traffic survey review		300009	420.00	70.00
KCC - Commercial services stationery	50.70			8.45
KCC - Commercial services stationery	17.76			2.96
	68.46	300010	68.46	
Web Site , twitter, Facebook - Parish Council		300011	71.76	
Independent Audit		300012	150.00	
Southern Water - Allotments 11 Nov to 18 May		300013	32.36	
Wicksteed Leisure Ltd - Annual play area inspections		300014	162.00	27.00

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

Nothing planned.

b) Outside Events**i) Police Liaison Meeting**

The members did not wish to attend.

11. POND AND PARADE

The Parade benches are in need of work as the wood is very warped and splintered, it was agreed that the original metal frames should be utilised as removing them would be very difficult and could cause damage to the paving. Cllr Jones to speak to some companies that specialise in woodwork.

Action Cllr Jones

Cllr Barwick reported that one of the no skateboarding signs had been removed and that youths were using scooters on the parade, and when challenged said the signs did not mention skate boards. The Clerk to purchase a new sign.

Action Sarah Wells

12. ALLOTMENTS

Nothing to discuss at this time.

13. LEISURE FIELDS

To discuss matters relating to the Council's leisure fields and amenities, to receive correspondence relating to leisure fields.

a) Gun Park

Cllrs Kemp and Read had met at the skate park following a near miss at the junction with the youth club drive and the footpath.

RESOLVED the clerk should get a quote to extend the fencing that runs parallel to the Skate Park and Youth club drive as far as the second bollard. Also to get a quote to repaint the bollards.

Action Sarah Wells

b) Allotments Play Area

Nothing to discuss

c) Correspondence

None received.

14. 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 Cemetery was looking a bit scruffy, the Clerk to inspect and speak to the Contractor is necessary.

Action Sarah Wells

b) Recreation Ground

Cllr Bailey was concerned that the last time the grass was cut in the Recreation ground the cuttings were left all over the path, the Clerk to have a word with the contractor.

Action Sarah Wells

c) Bowling Green & Parish Room

New Parish room Section 106 Monies – Hammill Brick works – The architect is currently producing budget costs.

Action Cllr Barwick ongoing

The plans should be ready for submission soon, before they are submitted the owners of the neighbouring properties will be invited to view the plans and make comments.

15. LONGTERM OUTSTANDING ITEMS

- a) Car Park – New White Lines requested
- b) Parade Layby
- c) School Parking

Action was being undertaken on all the above.

16. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Manion gave a brief report on DDC activities.

b) Parish Councillors

None received.

17. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter – Aug/Sept

Grant invitation and a call for speed watch volunteers.

b) Mercury Report

Grant invitation and a call for speed watch volunteers.

c) Web Site

Grant invitation and a call for speed watch volunteers. Councillor information needs updating.

Action Sarah Wells

Cllr Jones suggested that the Council implement an email information service for local residents that sign up to the service, this would allow fast communications to local residents. He would speak to David Carr to see if the current web site was able to facilitate this service. **Action Cllr Jones**

18. DATE OF NEXT MEETING**Scheduled dates of meetings**

4 th July 2016	5 th Sept 2016	3 rd Oct 2016	7 th Nov 2016	5 th Dec 2016
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The meeting closed at 9.15pm.