



**Allotments**

*Fir Trees on allotment land on the May Mill side needed work to reduce them in height* -Cllr Jones had inspected the trees and offered to have them removed free of charge.

**Action Cllr Jones ongoing**

*Fence behind No 4 May Mills Cottages*- The fence had been completed.

**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**

*Church Street by the old school* - Cllr Jones had looked at the small trees and would make arrangements for them to be removed.

**Action Cllr Jones ongoing**

**Bowling Green & Parish Room**

Cllr Barwick had arranged a meeting with the Bowls club in May.

**Action Discharged**

**Correspondence**

*DDC - Consultation Ref Snow Warden Scheme* – The Clerk had responded as agreed.

**Action Discharged**

*Beacon Celebrations – Queens 90<sup>th</sup> Birthday* – The Clerk had contacted the School and the Scouts. She had not had a response from the school, however the Scouts had agreed to arrange a Beacon lighting event.

**Action Discharged**

**Finance**

*Public Contracts Regulations* – The Clerk reported that spending limits in the Finance Regulations and the Standing orders need to be altered. It was agreed that she should make these changes and forward copies to all members.

**Action Sarah Wells**

**Forthcoming Events**

*Annual Parish Meeting Tuesday 17<sup>th</sup> May 2016 7.00pm* - Unfortunately the Kent Police speed watch co-ordinator was unavailable on the 17<sup>th</sup> May, however the Clerk had asked a member of the Great Mongeham Speed Watch team to speak at the APM.

**Action Discharged**

**Leisure Fields****Gun Park**

*Claim for Damages to Play Ground* – The Clerk had informed the Insurance Company that tree T1 would be removed and that a protective membrane would be installed to prevent the roots from the other trees doing any damage.

**Action Discharged**

The Clerk was waiting for quotes for the work. She would chase.

**Action Sarah Wells**

**7. CORRESPONDENCE**

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

**a) Consultation Documents**

None received.

**b) News letters and Circulars****i) KALC Parish News**

Noted.

**c) Other**

- i) Queens 90<sup>th</sup> Birthday – Commemorative Medal for School
- ii) KALC Community Resilience and Emergency Planning Workshop – Comments requested
- iii) Post Office – Changes to Eastry Post Office
- iv) DDC Hackney Carriage and Private Hire Licensing Policy 2016-2021
- v) NALC – Bulletin on National Developments and Meetings

The members noted the above.

- vi) Annual Leave cover for Toilets

It was agreed the Clerk should ask Mrs Broster if she could cover the toilets contract for a week.

**Action Sarah Wells**

**8. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) Speed Indicator devise and mounting poles

The Clerk had asked KHS to assess the sites and give a firm quotation for the work. She was waiting for KHS to come out and visit the sites. She would continue to liaise with them.

**Action Sarah Wells**

The Clerk had contacted the Kent Police Speed Watch Co-ordinator to ask if it would be possible to run a speed watch scheme using this device, he had said that provided the operators could stand in a safe location this would be acceptable.

- b) Complaint ref footpath at Brook Street

This had been reported to the PROW officer and she had been out and spoken to the owner of the land. It was agreed that Cllr Wiles would monitor the state of the path.

**Action Cllr Wiles**

**9. FINANCE**

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

- a) Unity Trust Bank – Cllrs online access

*Unity Trust Bank* – The Clerk had written a letter for signature asking that Cllrs Read, Kemp and Bevan-Powell be added to the online banking system.

- b) Action with Communities in Rural Kent – Membership renewal

RESOLVED the membership should be paid.

**Action Sarah Wells**

- c) Zurich – Parish Council insurance renewal

RESOLVED the insurance should be renewed with Zurich.

**Action Sarah Wells**

- d) Section 106 Monies – Hammill Brick works

The Hammill section 106 money had been received by DDC. They now need details of a project of community benefit that the Council wishes to use the funds for.

RESOLVED the money should be put towards a project to provide a new parish room and office. The Planning application to be submitted as a matter of urgency. The Clerk to inform DDC.

**Action Sarah Wells**

**10. ACCOUNTS**

RESOLVED the following payments should be made. Proposed by Cllr Wiles and seconded by Cllr Kemp. Cllr Barwick was the third signatory.

<b>Receipts Feb</b>				
Funeral & Memorials	50.00			
	<b>50.00</b>			
<b>Card Payments Feb</b>				
Wells	30.52	Ink		
Pemble	21.47	Coffee Break		
	<b>51.99</b>			
		<b>Cheque No</b>		<b>VAT</b>
<b>Feb Payments</b>				
Environmental Engineer - Feb		STO	398.75	
Toilet Cleaning Contract Feb	245.00			
Toilet Cleaning Supplies allowance Feb	8.00			
	<b>253.00</b>	STO	253.00	
AJL garden Services - Feb		STO	638.82	
Clerks Salary Feb 2016		STO	787.41	
H M Revenue and Customs Income Tax	0.11			
Employees NI	16.33			
Employers NI	11.70			
	<b>28.14</b>	STO	28.14	
Employers Pension Contribution	132.70			
Employees Pension Contribution	46.78			
	<b>179.48</b>	STO	179.48	
Coffee Break Refreshments		4841	50.82	
British Gas - Parish room Electricity		4842	25.89	1.23
Quality Fencing - Allotment Fence		4843	717.60	119.60
Zurich - Parish Council Insurance		4844	1906.05	
G Boorman - Work to Parade		4845	36.00	
ACRK membership		4846	50.00	

**11. FORTHCOMING EVENTS**

To discuss and agree actions relating to events

**a) Council Events**

- i) Annual Parish Meeting Tuesday 17<sup>th</sup> May 2016 7.00pm

The Clerk had produced a draft agenda, this was discussed and agreed. The clerk to forward to the village news editor for inclusion in the next issue.

**Action Sarah Wells**

**b) Outside Events**

- i) Beacon Celebrations – Queens 90<sup>th</sup> Birthday

Eastry Scouts are happy to organise and hold an event, they would be grateful of a financial contribution from the Parish Council.

RESOLVED the Council would contribute £200.00 towards the beacon celebrations. The Clerk to inform the Scouts group leader.

**Action Sarah Wells**

- ii) Health and Safety Accreditation – Lenham, 16<sup>th</sup> Jun 9:30am

Noted by the members.

## **12. POND AND PARADE**

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

No problems at this time, however the benches on the parade would need work to replace the woodwork in the next year or so.

## **13. ALLOTMENTS**

Cllr Bailey reported that there is still a vacancy on the allotments committee for an allotment holder. It was agreed the Committee should continue with just four voting members and try and fill this vacancy.

## **14. LEISURE FIELDS**

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

### **a) Gun Park**

- i) Playground safety inspection results

Noted.

- ii) Court Case ref accident on the footpath running parallel to Willmott Place – Court date set.

Noted.

### **b) Allotments Play Area**

Nothing to discuss

### **c) Correspondence**

Nothing to discuss

## **15. 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**

It is very wet at the moment and there is still a mole problem. The Clerk to monitor.

### **b) Recreation Ground**

Nothing to discuss at this time.

### **c) Bowling Green & Parish Room**

Cllr Kemp reported that there is a slight gap in the fence due to a tree blowing over last month. The Clerk and Cllr Jones to look at and take any necessary action to prevent access to the bowling green from the Car park. **Action Sarah Wells and Cllr Jones**

## **16. LONGTERM OUTSTANDING ITEMS**

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

The Clerk had left a message with DDC parking services asking when this work would be completed. She had not received a response.

### **c) School Parking**

Cllr Jones was in contact with Kent Fire and rescue services and was hoping that some action would be taken to educate local residents and school traffic to the dangers of irresponsible parking.

**17. REPORTS**

To receive written or verbal reports from:-

**a) Dist Cllrs**

Cllr Manion gave a report including information on Neighbourhood Forums and Pigeon problems in Dover.

Cllr Kenton reported on Dover Port improvements and marina expansion, the Dover Town Centre project and the Consultation on a new leisure centre for the district.

**b) Parish Councillors**

Cllr Jones had been asked if it was possible to get additional street lighting on the path from the allotments to Mill Lane. Cllr Kenton explained that KHS are not adding any street lights to the current infrastructure and are removing lights for many locations.

**18. COMMUNICATION**

To agree Council communication to the following media:-

**a) Village News Letter – Apr/May**

Dog Fouling and Annual Parish Meeting agenda.

**b) Mercury Report**

As required

**c) Web Site**

As required

**19. DATE OF NEXT MEETING**

The next meeting of the Council will be the ordinary meeting on Monday 4<sup>th</sup> April 2016.

**Scheduled dates of meetings**

9 <sup>th</sup> May 2016	17 <sup>th</sup> May 2016 Annual Parish Meeting	6 <sup>th</sup> Jun 2016	4 <sup>th</sup> July 2016
5 <sup>th</sup> Sept 2016	3 <sup>rd</sup> Oct 2016	7 <sup>th</sup> Nov 2016	5 <sup>th</sup> Dec 2016

The meeting closed at 9.00pm