

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT THE
PARISH ROOM AT 7.30pm ON MONDAY 7th DECEMBER 2015**

Present: Councillors	N Kenton (Chairman)	M Jones (Part)	A Wiles
	A Barwick	P Bailey	M Pemble
	B Read	S Hooper	

Sarah Wells Clerk to the Parish Council Dist Cllr Manion

1. APOLOGIES

Cllrs M Kemp & L Bevan-Powell. Community Warden Sue Covus

2. VACANCY

To discuss the current vacancy on the Parish Council

- a) Letter of resignation received from Cllr Wickham
- b) Letter and Notice of casual vacancy from DDC – End date 10-12-15
- c) Possible co-option to fill vacancy

RESOLVED assuming the council is given the go ahead to co-opt, the Clerk to put a notice in the next issue of the Village News asking if anyone would like to be considered for the vacancy on the council.

Action Sarah Wells

3. DECLARATIONS

None received.

4. POLICE LIASION

The Community Warden had asked for support in getting additional Zig Zag parking restrictions outside the school.

5. MINUTES OF LAST MEETING

RESOLVED the minutes of the Planning Committee Meeting held at 7.00pm on 2nd Nov 2015 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Ordinary Parish Council Meeting held at 7.30pm on 2nd Nov 2015 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Planning Committee Meeting held on 30th Nov 2015 are duly signed by the Chairman as a true and correct record of the meeting.

6. ACTIONS FROM THE LAST MEETING

Pond

Parrot Weed – Cllr Jones reported that he was in contact with a company that specialised in weed control, he was waiting to see if there is a way to treat the Parrott Weed, he would pursue.

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

Community Resilience and Emergency Planning

Cllr Jones had spoken to people interested in producing a plan and had several ideas. He was now working on the production of a draft plan.

Action Cllr Jones

Request for the provision of a Bench by the horse trough – The Clerk had now received the relevant forms from KHS. She would now complete these as required.

Action Sarah Wells

Forthcoming Events**Coffee Break**

The avoiding postal and email scams presentation had taken place. **Action Discharged**

Pond and Parade

The Clerk had Purchased Waders for the use by the pond working party volunteer. **Action Discharged**

Reports

Cllr Read – Youth Club provision of bin – The Clerk had contacted DDC to see if a new bin could be added to the contract for servicing. DDC had responded to say the budget would not allow for this at the moment. Cllr Kenton said he did not believe this was the case and he would speak to the officers concerned.

Action Cllr Kenton ongoing

Village News Letter – Dec/Jan

Cllr Jones had written an article for the Dec Village News **Action Discharged**

Correspondence received by the Council.

KALC Community Awards Scheme – This had been advertised in the Village News and on the web site.

Action Discharged

Finance

Purchase of Christmas Trees – The trees had been purchased at the cost of £140.00 **Action Discharged**

Allotments

The vacancy on the Allotment Management Committee had been advertised, as yet there had been no volunteers. **Action Discharged**

Fir Trees on allotment land on the May Mill side needed work to reduce them in height

Cllr Jones offered to look at the trees and report back to the Council. **Action Cllr Jones ongoing**

The Fence at No 4 May Mills had been reinstated by DDC, however it did not provide security for the allotments. Cllr Jones offered to look at the fence and report back to the Council.

Action Cllr Jones ongoing

The car park area on the school side needs adding to the mowing contract – The Clerk had asked the contractor to add this area however it had not been mowed in Nov. The Clerk to contact the Contractor again. **Action Sarah Wells**

Strimmer cupboard lock – This had been fitted. **Action Discharged**

Overgrow 10 rod plot needs letting – This plot had been let. **Action Discharged**

Leisure Fields

Speed reduction youth club driveway. – Additional speed humps had been fitted. **Action Discharged**

7. CORRESPONDENCE

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

a) Consultation Documents

- i) Review of local council tax support grant
- ii) Community Infrastructure levy Review

The information was noted by the members however they did not wish to respond.

b) Newsletters and Circulars

- i) Clerks and Council Direct
- ii) DDC – Invest in Dover and St James's Development

Noted by the members.

c) Other

- i) Kent Fire and Rescue Service Consultation – Safety and Well-Being Plan
- ii) KALC/Kent Fire & Rescue Service – Information Update

Cllr Jones explained what the plan was about.

- iii) New Year 2017 Honours – Request for nominations

A possible nomination was suggested, the Clerk was unsure if they would meet the criteria, she would investigate.

Action Sarah Wells

8. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) Parking Problems – Eastry School

The Community Warden had requested additional Zig Zags and asked if the Parish Council would support this request. It was agreed this was a good idea.

Action Sarah Wells

- b) Speed Watch

Cllr Bailey reported that during the 2.5 week the Speed Watch equipment had been in the village 7 sessions had been undertaken, unfortunately a lack of available volunteers had prevented any more sessions. He did not recommend any expenses on newer SID equipment unless more volunteers could be found. It was agreed that an additional request for volunteers would be put in the Apr/May Village news.

Action Sarah Wells

9. FINANCE

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

- a) The Future of audit procurement and the sector lead body

RESOLVED Eastry Parish Council does not wish to opt out of the Sector Led Body Audit procurement initiative.

- b) 2015/16 Budget Talks – Any new projects to be added to the budget process

RESOLVED the Clerk should produce a budget using a maximum 1.99% increase in the precept.

- c) Thank you letter from Eastry brownies

The brownies had invited members to attend there group to see the new flag and scarves purchased with the grant money, it was agreed that Cllr Barwick should represent the Council.

- d) Set date for January Finance meeting

Finance meeting to take place on Mon 18th January providing Cllr Wiles is available.

10. ACCOUNTS

RESOLVED the following payments should be made, proposed by Cllr Hooper and seconded by Cllr Barwick, the third signatory was Cllr Wiles.

Receipts Nov	
Allotment Rents	102.00
Memorial	250.00
	352.00
Petty Cash expenditure Nov	
Postage	1.19
Postage	7.56
	8.75

		Cheque	VAT
Nov Payments			
Environmental Engineer - Nov		STO	398.75
Toilet Cleaning Contract Nov	245.00		
Toilet Cleaning Supplies allowance Nov	8.00		
	253.00	STO	253.00
AJL garden Services - Nov		STO	638.82
Clerks Salary Nov 2015		STO	787.41
H M Revenue and Customs Income Tax	0.11		
Employees NI	16.33		
Employers NI	11.70		
	28.14	STO	28.14
Employers Pension Contribution	132.70		
Employees Pension Contribution	46.78		
	179.48	STO	179.48
Web site hosting and upkeep - Jul - Dec		4826	71.76
SLCC Membership		4827	83.50
DDC - Election Costs	1,787.42		
DDC - Dog Signs	35.00		
	1,822.42	4828	1822.42
Southern Water - allotments		4829	169.20
G Boorman - Replace Gravel Boards Gun Park	182.50		
Fit concrete Posts to fill gap by skate park Gun Park	98.00		
Fit hasp unit cupboard, repair security light ParishRm	70.10		
Clear Allotments	220.00		
	570.60	4830	570.60
Safeplay Playground services ltd - Play area inspections		4831	72.00 12.00
L J Chipchase - Christmas Trees		4832	140.00
Clerks Expenses and reimbursements Apr to Dec 15			
Office Allowance	202.50		
Telephone & Broadband	100.26		
Internet security	5.41		
Waders - Pond work	19.49		
	327.66	4833	327.66
Coffee Break refreshments		4834	71.05

11. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

Nothing to discuss

b) Outside Events

Nothing to discuss

12. POND AND PARADE

Cllr Barwick reported that work was continuing to clear areas of vegetation, however the disposal of the cleared vegetation would need to be sorted out.

13. ALLOTMENTS

Cllr Bailey reported that there had not been a committee meeting since the last Council meeting so there was nothing from the committee to report. A number of tenants had not paid their rent or answered emails or phone messages, it was therefore assumed they did not wish to continue with their plots. It was felt that an article in the Village News in the spring would be useful to advertise the vacant plots.

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) Speed reduction youth club driveway.

New speed bumps had been installed. It was hoped this would help with the problem.

- ii) Safeplay playground inspection

No major problems had been identified.

b) Allotments Play Area

Nothing to discuss

c) Correspondence

None received.

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

No problems to discuss.

b) Recreation Ground**Recreation Ground**

Clearance the suckers from the trees and remove the vegetation that is growing through the fence into the garden of the Old School. Some work had been undertaken, however the suckers had not been removed and some small trees had been left near the fence with the Old School.

The Clerk to chase the contractor about the suckers.

Action Sarah Wells

Cllr Jones to look at the small trees to see if they should be removed and to ascertain if the one growing through the fence is the responsibility of the Parish Council.

Action Cllr Jones

c) Bowling Green & Parish Room

- a. New Building – Email from Bowls Club

The Bowls club committee has emailed to say they did not feel able to proceed with the project to get a new building. They had agreed to meet with members of the council in January to explain their reasons.

16. LONGTERM OUTSTANDING ITEMS

- a) Parade waiting restrictions

Cllr Kenton to chase.

Action Cllr Kenton

- b) Car Park – Possible introduction of waiting restrictions

It was felt that just repainting the disabled bays would help with the situation. The Clerk to contact DDC and inform them that the Parish Council were happy to undertake this work if DDC are unable to do so.

Action Sarah Wells

- c) Bliss rainwater downpipe

The downpipe had been re-routed to take water away from the footpath.

17. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Manion reported on funding being made available for central government to help alleviate the problems associated with operation stack.

Cllr Kenton reported on the improvements being made in Dover.

b) Parish Councillors

No reports received.

18. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter – Feb/Mar

Parish Council Vacancy.

b) Mercury Report

As above

c) Web Site

As above.

19. DATE OF NEXT MEETING

The next meeting of the meeting will be the Ordinary meeting at 7.30pm on Monday 11th January, followed by a Finance meeting at 7.30pm on the 18th January 2016

Scheduled dates of meetings

11th Jan 2016 1st Feb 2016 7th Mar 2016 4th Apr 2016 9th May 2016

The meeting closed at 8.50pm