

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT
THE PARISH ROOM AT 7.30pm ON MONDAY 6th JULY 2015**

Present: Councillors A Barwick M Jones
 P Bailey M Pemble

Sarah Wells Clerk to the Parish Council Dist Cllr Manion Community Warden Sue Covis

1. APOLOGIES

Cllrs L Bevan-Powell, S Hooper, Wickham, A Wiles, B Read, M Kemp & N Kenton.
PCSO Tony Edwards.

RESOLVED Cllr Barwick should act as Chairman for this meeting in the absence of both the Chairman and Vice Chairman.

2. DECLARATIONS

Cllr Barwick declared a prejudicial interest in the discussion on the toilet contract as his father in-law is the contractor.

3. POLICE LIASION

- a) Police report - A written report had been provided by PCSO Edwards.
- b) Country Eye App - This app was noted by the members.
- c) Anti Social behaviour in the parish

There was concern that the current problems in the village were not being shared by the relevant authorities. Cllr Manion agreed to contact the Community safety Unit to ask that some action be taken.

Action Cllr Manion

Sue Covis was at the meeting to introduce herself and give a report. Cllr Barwick welcomed her to the Parish and thanked her for attending.

4. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Parish Council Meeting held on 1st June 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 22nd June 2015 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Finance Committee Meeting held on 29th June 2015 are duly signed by the Chairman as a true and correct record of the meeting.

5. ACTIONS FROM THE LAST MEETING

Allotments

Use of area behind Mill Green – The Clerk had obtained a quote for work to spray brambles and weeds and to strim paths so the area could be used. Cllr Jones had inspected the site.

Pond

Parrot Weed - Finding a licensed operator was proving difficult. The Clerk had contacted the Environment Agency; however they do not hold a list of licensed contractors. Cllr Hooper had contacted Hadlow College and was waiting for a response. **Action Cllr Hooper ongoing**

Church Yard & Cemetery

The Clerk had not contacted Strutt and Parker to make an offer for the land as after examination of the site plan it had been ascertained that the area was much larger than estimated. The entire field was approximately 5 acres, 2.5 each side of the footpath. This would make the initial purchase more expensive than discussed.

It was agreed Cllr Kenton should go back to the local resident and discuss the matter in more detail.

Action Cllr Kenton ongoing

Community Resilience and Emergency Planning

The Clerk had forwarded the names of interested parties to Cllr Jones who had made contact with them. He would now pursue this matter.

Action Cllr Jones ongoing

Finance

2015/16 Grants invitations – Grant invitations had been put in the Village News and on the PC web Site.

Action Discharged

Appointment of independent auditor for 2015/16 – The Appointment letter had been sent.

Action Discharged

Public Access Defibrillators – The Clerk had written to Eastry Pharmacy and the Village Hall Committee as agreed.

Action Discharged

The PAD and cabinet had been ordered.

Action Discharged

Parish Council Computer – The Clerk is to buy a new computer up to the value of £500.00 excluding VAT

Action Sarah Wells Ongoing

Grant Application – Eastry Ravens FC – The equipment had been purchased.

Action Discharged

Leisure Fields

The Clerk had written to the owners of the Bubbles Nursery asking that they speak to their clients about the speeding vehicles.

Action Discharged

The Leisure Field Committee is to meet to discuss the gap in the graffiti wall.

Action Discharged

Churchyard & Cemetery.

The Cemetery Store door had been broken – It was agreed that it should not be replaced as there was nothing of value in the shed and it would only get broken into again.

Action Discharged

Bowling Green & Parish Room

Cllr Barwick reported that the plans were nearly ready but that input from the conservation officer would be helpful. Cllr Kenton said the conservation officer had now retired, but that if he had a copy of the plans he would take them into the Planning department to see if an initial view could be obtained.

Action Cllr Kenton Ongoing

Highways

Tulip Bins - It would cost £150 per bin replace the tulip bins.

Action Discharged

Double yellow lines in High Street – The Clerk had reported these.

Action Discharged

Churchyard & Cemetery

Eastry Brownies litter pick – The Clerk had informed the Brownie Leader.

Action Discharged

Communications

DOV/15/00363 Planning application Erection of 4 no. detached dwellings, carports and creation of new vehicular access. Land Adj Sunhollow, Gore Lane – This application had been advertised in the Mercury Colum and leaflets had been delivered to properties in Gore Ln, Selson Ln and Orchard Rd.

Action Discharged

6. COMMITTEE SET UP AND RESPONSIBILITIES

At the moment the Council has 6 committees, Allotments, Planning, Finance, Leisure Fields, Pond and Parade, and Church Yard and Cemetery.

Of these only Allotments, Planning and Finance meet regularly and have delegated powers. The other three Leisure Fields, Pond and Parade and Church Yard and Cemetery, have few members and must report back to Council in order to make changes.

RESOLVED The Leisure Fields, The Pond & Parade and The Church Yard and Cemetery committees should be re-designated as working groups, this will give them more leeway to meet at short notice and mean they will not need to publish agendas or minutes as they have no powers to make decisions.

7. CORRESPONDENCE

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

a) Consultation Documents

Nothing to discuss

b) News letters and Circulars

- i) Oast to Coast - Noted

c) Other

- i) New Community warden
- ii) Email from Insp Guy Thompson ref anti social behaviour in Eastry
- iii) Public Spaces Protection Orders – Dog Controls

The above were noted by the members.

Cllr Barwick declared a significant other interest and withdrew from the meeting.

RESOLVED Cllr Jones should take over as Chairman for this item.

8. PUBLIC TOILETS

The toilets have now been repaired and have been reopened, new door locks have been fitted and the doors are being locked morning and evening.

- a) To discuss and agree the opening times for the toilets
- b) To discuss the financial implications of the toilets having to be visited twice daily.

Although the members discussed this matter it was not possible to make any decisions as the Council was not quorate following Cllr Barwick's declaration.

To be recommended to the next meeting of the Council

- 1) The official minimum published opening hours of the Toilets should be Mon- Fri 9am to 4pm, however if the contractor wished to extend these hours and days the Council would support his decision.
- 2) As the toilets now had to be visited twice a day it was suggested that the contract payment be increased to £245.00 per month.

Action Sarah Wells

Cllr Barwick returned to the meeting and took the Chair.

9. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) KCC Consultation on Kent's "Drainage and Local Flood Risk draft Policy Statement"
Deadline 24th July 2015

Noted by members.

b) Speed Watch – Progress

The Clerk reported that four people had come forward to join a speed watch scheme. It was felt that the training should be organised and that in addition to the four volunteers the Clerk and Cllrs Barwick and Jones should also attend. The Clerk to contact the Speed Watch Co-ordinator. **Action Sarah Wells**

c) The introduction of parking restrictions in the lay-by on the parade

This item to be kept on the agenda until some action is taken by DDC.

10. FINANCE

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

i) Public Access Defibrillator – Sign cost £30.00

The members did not feel this was a necessary expense.

ii) Replacement of Tulip Bins - £150.00 each supply and fit. (6 in village)

RESOLVED all 6 tulip bins in the Parish should be replaced at a total cost of £900.

Bin Locations - Pond, Lower Street, Recreations Ground, Entrance to Mill Green, Mill Lane junction with footpath to Gun park and Church Yard. The Clerk to inform DDC. **Action Sarah Wells**

iii) The Finance committee had agreed to open a current account with Unity Trust bank – to agree the level of charge that should be put on the account prepaid debit cards.

RESOLVED up to £1000.00 should be transferred to the ALTO card account, with a maximum of £100.00 to be put on the prepaid cards.

iv) Request for funds from newly trained First Responder for equipment - The Clerk to send a grant application form. **Action Sarah Wells****11. ACCOUNTS**

RESOLVED the following payments should be made, Proposed by Cllr Pemble and seconded by Cllr Barwick. As there were no other cheque signatories present the third signature would be obtained at a later date.

Receipts Jun			
	VAT Reclaim	1,779.77	
Petty Cash expenditure Jun			VAT
	Postage	1.68	
	Postage	35.64	
	Fuel Strimmer	6.00	1.00
		43.32	
Jul Payments			VAT
	Environmental Engineer - Jun		STO 398.75
	Toilet Cleaning Contract Jun	175.00	
	Toilet Cleaning Supplies allowance Jun	8.00	
		183.00	STO 183.00
	AJL garden Services - Jun		STO 638.82
	Clerks Salary Jun 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

a) Gun Park

- i) Graffiti Wall replacement gravel boards
- ii) Possible installation of gate next to Graffiti wall
- iii) Possible infilling of gap between area in front of Skate ramp and youth club driveway.

As there were no members of the Leisure Fields Committee in attendance it was agreed this should be carried over until the next meeting.

iv) Request from Youth Club to use Gun Park for there fun day on Sat 26th July 2015
It was agreed the Youth Club Could use the park.

v) Letter from KCC claiming for damages to School playground caused by tree roots.
The Clerk to send the claim to the Insurance Company.

vi) Allotment Land behind Mill Green – Quote for work to paths and spraying
Cllr Jones had inspected the area and felt it would be usable once paths had been cut.

RESOLVED the quote to spray and cut the paths should be accepted. Cllr Jones to meet on site with the contractor to agree the location of the paths. **Action Cllr Jones**

b) Allotments Play Area

- i) Dog ban signage needed.

This signage would be erected as part of the Public Space Protection Orders that have just been passed by DDC.

c) Correspondence

None Received.

16. 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

Nothing to discuss.

b) Recreation Ground

Nothing to discuss.

c) Bowling Green & Parish Room

- i) Bowls Club would like to run a quiz night on Thur 16th July 2015

RESOLVED the Bowls club should be permitted to use the Parish Room for a Quiz.

- ii) Bowls Club request for a handrail to be installed on path up to the parish room.

RESOLVED the Bowls club should be permitted to install a hand rail. The Council would pay up to £150.00 for the materials if the club members are willing to undertake the work. Cllr Jones said he would check with the planning department.

The Clerk to inform the Bowls Club.

Action Sarah Wells

17. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Manion gave a brief report.

b) Parish Councillors

No reports received.

18. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter – Aug/Sept 2015

Grant Invitation.

b) Mercury Report

Grant Invitation and Vacant Allotments

c) Web Site

Grant Invitation and Vacant Allotments

19. DATE OF NEXT MEETING

The next Ordinary meeting of the Parish Council will be on Monday Mon 14th Sept 2015

Scheduled dates of meetings

Mon 5 th Oct 2015	Mon 2 nd Nov 2015	Mon 7 th Dec 2015	Mon 11 th Jan 2016
Mon 1 st Feb 2015	Mon 7 th Mar 2015	Mon 4 th Apr 2015	Mon 9 th May 2016
Mon 6 th Jun 2015			

The meeting closed at 21.03pm