

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT
THE PARISH ROOM AT 7.30pm ON MONDAY 3rd NOV 2014**

Present: Councillors N Kenton (Chairman) B Read A Barwick
 M Pemble N Wickham S Hooper
 M Kemp

Sarah Wells Clerk to the Parish Council 2 Members of the Public Dist Cllr Manion
Cllr Sue Nicholas Chairman of Dover District Council

Cllr Kenton welcomed Cllr Nicholas to the meeting. Cllr Nicholas explained that she wished to make contact with local communities and was visiting as many Parishes as she could.

1. APOLOGIES

Cllrs J Gardiner, A Wiles and S Mitchell. PCSO Tony Edwards. Community Warden Bob Priestly

Absent Cllr J Sales

2. DECLARATIONS

None received

3. POLICE LIASION

PCSO Tony Edwards had sent a very comprehensive written report which was discussed with the members.

The Community Warden had sent a written report that was discussed by the members.

The meeting was closed so that members of the public could speak. The members of the public just wished to observe as they did not have any specific matters to rise. The meeting was reopened.

4. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Parish Council Meeting held on 6th Oct 2014 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 - It was suggested the area could be used as a wild flower meadow and opened to the public. The Clerk had spoken to the PCSO however he had not been very helpful. She was hoping to contact the crime prevention officer. **Action Sarah Wells ongoing**

Strimmer – This was being repaired.

Action Discharged

Purchase of a strimmer/brush cutter for use by the Allotments Committee – Members of the Committee were concerned that the Stihl FS460 may be too big.

RESOLVED the Clerk is to liaise with the members of the committee that would be using the strimmer to pick a suitable model within the budget of £650 already agreed. **Action Sarah Wells**

Correspondence

Eastry Public Toilets - Cllr Kenton has spoken to DDC and in principle they would be willing to make a contribution towards any building costs if the public toilets could be moved to the village hall. This may be a sizable donation as it would remove their long term liability in the village.

Action Discharged

The Clerk to contact the VH Committee and ask to meet with them to discuss the possibility.

Action Sarah Wells

Community Warden Service – Consultation document – The Clerk had responded as agreed.

Action Discharged

Deal Area Emergency Food Bank – The Clerk has spoken to the organisers, they did not feel Coffee Break would be a suitable place to set up a food bank outlet, however they did ask if their current services could be advertised in the Village, the Clerk has agreed to put something in the Village News and on the web site.

Action Discharged

The food bank organisers have also agreed to contact the school and the local Church to see if it would be possible to get a voucher holder located in the village.

Bore Free Eastry - The Clerk had responded as agreed.

Action Discharged

Stour & Lydden Valley Turtle Dove Focus Area – The Clerk had requested additional information.

Action Discharged

East Kent Joint Parish Independent Remuneration Panel – The Clerk had responded as agreed

Action Discharged

Proposal that T & PC should be statutory consultees for Vehicle Operators licence Applications and renewal - The Clerk had responded as agreed

Action Discharged

KALC Community Awards Scheme 2015 – The Clerk had written an article for the Village News.

Action Discharged

Pond

KHS Pond railings – Cllr Ridings has agreed to provide up to £500 to paint the railings once KHS had made the necessary repairs.

Action Discharged

Flooding

Community Flood Plans and role of the Flood Warden – A volunteer had attended the flood warden training, however he did not wish to take on the role of flood warden, he had brought all the information given out at the meeting and this was now with the Clerk. He had also made contact with the DDC community resilience team. They had agreed to meet with him, the Clerk and Community Warden to discuss flooding issues in the parish. The Clerk to ensure the meeting went ahead.

Action Sarah Wells

Highways

Felderland Lane traffic problems

It was agreed that police speed enforcement should be carried out in Felderland Lane and the other areas of the parish with speeding problems. The Clerk to liaise with the local PCSO to see if he could arrange speed traps. It was also felt that the movement of HGV in Felderland Lane should be monitored and enforcement action taken, the Clerk to liaise with the PCSO about this as well.

The Clerk reported that PCSO Edwards had been on leave and she had not been able to get hold of him yet.

Action Sarah Wells ongoing

Footpath through Gun Park from Mill Lane – This had been reported to PROW. **Action Discharged**

Finance

Environmental Engineers Pay review – The Standing order payment had been amended. **Discharged**

Forthcoming Events

Christmas Trees – These had been ordered for Collection on Sat 22nd Nov.

Action Discharged

2015 APM date – The Hall had been booked for Wed 18th March as it was unavailable on the date suggested at the last meeting.

Action Discharged

Recreation Ground

The Clerk had asked the contractor to remove the suckers growing around the bases of the large trees.

Action Discharged

6. CORRESPONDENCE

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

a) Consultation Documents

i) KCC consultation on draft budget plans for the next 3 years – by 28th Nov 2014

The Clerk to respond on behalf of the Council, saying that cut backs should not be made in areas that directly affected services to residents but should be restricted to back room functions and that senior executives pay should be reviewed.

Action Sarah Wells

ii) Have your say on policing in Kent

The Clerk to respond pointing out that the local officer should be kept and that their areas should not be so big that they could not get to know local people and areas.

Action Sarah Wells

b) News letters and Circulars

i) KALC Parish News

ii) Clerks and Council direct

Noted by the members.

c) Other

i) Community Resilience & Training – Wed 18th Nov

In the past Eastry Parish Council lead an emergency planning committee that was made up of members of the community and local groups that had links within the local area. This Committee folded about 8 years ago when support for emergency plans from principle authorities lessened. However with the increase in severe weather events and following the major power cuts last winter both Dover District Council and Kent County Council are now encouraging Parishes to develop and maintain Emergency Plans for their area. These cover a broad range of emergencies such as flooding, power cuts, severe weather e.g. snow and major road accidents in the community.

The models provided by DDC and KCC suggest a Community Emergency Team, supported by the Parish Council to help with the production of an Emergency Plan and to then enact the plan should it become necessary.

RESOLVED given the impacts of the storms and flooding last winter that the Parish Council should facilitate the formation of a Community Emergency Team.

The Clerk to put a piece in the next village News and on the web site asking for local residents to come forward to become part of the team.

Action Sarah Wells

ii) Stour & Lydden Valley Turtle Dove Focus Area

Additional information had been received, however they members did not feel the vacant allotment land would be a suitable site.

7. FLOODING

To discuss and agree actions relating to the recent flooding in the Village.

- a) Flood Warden handbook & associated information

It was agreed that this function should become part of the Community Emergency Team's functions, the Clerk to keep the information for now.

8. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) KCC Salt Bags

There is still sufficient salt left from last year's bag, this has been transferred to the new salt bin.

9. PLANNING

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

- a) DOV/13/00927 – Wind turbine – Thornton Lane – Gone to Appeal
 b) DOV/13/00914 – Wind turbine – Barville Farm – Gone to Appeal
 c) DCLG national planning policy and planning policy for travellers.

a to c were noted by the members.

10. FINANCE

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

- a) Letter thanking the Council for the grant from Eastry neighbourhood watch.
 b) 2015 Local Government election costs estimate

The above were noted by the members.

11. ACCOUNTS

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

Receipts Oct					
	Allotment Rents	1029.50			
		1029.50			
Petty Cash expenditure Oct					
	Postage	41.40			
	Stationary	7.31			
		48.71			
Oct Payments			Cheque No	Amount	VAT
	Environmental Engineer - Oct 2014		STO	393.25	
	Toilet Cleaning Contract Oct	165.00			
	Toilet Cleaning Supplies allowance Oct	8.00			
		173.00	STO	173.00	
	AJL garden Services - Sept		STO	638.82	
	Clerks Salary Oct 2014		STO	770.68	
	H M Revenue and Customs Income Tax	0.48			
	Employees NI	15.40			
	Employers NI	11.42			
		27.30	STO	27.30	
	Employers Pension Contribution	129.85			
	Employees Pension Contribution	45.78			
		175.63	STO	175.63	
	Clerks Reimbursement/Expenses				
	Telephone - 5 Nov to 5 Dec	12.83			

External Hard drive	54.99		9.17
Toner cartridge	24.00		
	91.82	4742	91.82
KCC Supplies - Equip Environmental Engineer	44.99		7.50
KCC Supplies - Equip Environmental Engineer	39.48		6.58
	84.47	4743	84.47
Southern Water Allotments		4744	143.98
Mark Jones - Tree Works		4745	390.00
British Gas - parish Room Electricity	4.15		0.19
British Gas - parish Room Electricity	2.20		0.10
British gas - Gas Parish Room	65.56		0.62
	71.91	4746	71.91
KCC Legal Fees Aug	64.80		10.80
KCC Legal Fees Sept	801.60		133.60
	866.40	4747	866.40

12. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

- i) Christmas Trees – 2014

Cllrs Kenton, Barwick and Kemp to collect and erect the trees on sat 22nd Nov.

Action Cllrs Kenton, Barwick and Kemp

- ii) Annual Parish Meeting Wed 18th March 2015

b) Outside Events

- i) KALC Autumn training events
 ii) ACRK – 91st Annual Meeting – Thur 20th Nov – Lenham Community Centre 5.45pm
 iii) KCC Highways Parish and Town Council Seminar – 7th Nov 9.00am – Canterbury Cricket Ground
 iv) KALC – 67th Annual General Meeting – Sat 22 Nov 2014

The above were noted by the members.

13. ALLOTMENTS

To discuss matters raised by the Allotments Management Committee.

- a) Notes from Allotment Committee meeting

Problems with overhanging trees blocking light from some plots were discussed. It was agreed the Clerk should ascertain who owned the land the trees were on and write asking that they reduce the height of the trees.

Action Sarah Wells

The Committee would like to purchase wooden marker posts to allow plots to be marked out more clearly. The exact number and cost of post was not clear. The Members asked that the Allotment Committee quantify exactly how many posts were required and how much they would cost for consideration at the next meeting.

Action Allotments Committee

14. LEISURE FIELDS

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

a) Gun Park

Additional benches Gun Park play area – The Clerk had some details of benches and prices that were discussed by the meeting.

RESOLVED two benches should be purchased and installed in the play area. **Action Sarah Wells**

Lights – The Clerk had inspected the area and reported that two lights by the school were not functioning, these had been reported to KHS; also the lights running parallel to Wilmott Place were obscured by vegetation this had also been reported to KHS.

b) Pond

i) Letter from Pond Warden – ref work to hedge

The members noted the content of the letter, however they still wish the work already outlined should be undertaken. The Clerk to respond. **Action Sarah Wells**

ii) Quotes for Pond works

The Clerk had spoken to the contractor and the details of the quotes were discussed.

RESOLVED the work outlined in G Boorman's quote sections 1 to 4 should be accepted with one amendment. Instead of the arisings being left onsite by the gap in the hedge adjoining the field, all arisings should be either removed from or burnt on site. The Clerk to contact the contractor.

Action Sarah Wells

iii) 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 said she would contact Hadlow College to see if they could help.

Action Cllr Hooper

c) Allotments Play Area

Nothing to discuss

d) 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

Response from Strutt and Parker ref Cemetery Extension – Cllr Kenton had spoken to a local resident who was willing to purchase the land and gift some of it to the Parish in order to extend the Cemetery. He had indicated an amount he would be willing to spend. **Action Discharged**

It was agreed the Clerk should contact Strutt and Parker and make an offer for the land.

Action Sarah Wells

The Clerk reported that the grave digger had been asked to top up all recent graves following the heavy rain.

Cllr Kenton suggested that the gravestones be weed killed around instead of trimmed in future to reduce costs. The Clerk to contact the contractor to discuss. **Action Sarah Wells**

b) Bowling Green & Parish Room

Access to the bowl club from High Street – The Clerk had received a response from the owner's indication that they might be willing to discuss an access route; they wanted to know exactly how much land was involved. It was felt that a triangular section 2m long adjacent to the car park and Bowling Green fences would be sufficient. The Clerk to make the proposal to the owners of the land.

Action Sarah Wells

RESOLVED the Parish Council would be responsible for all professional fees that may be incurred by both parties should a new entrance be formed.

Amended lease has been received and the land has been registered – Cllr Barwick had now returned from holiday and had spoken to a representative of the bowling club. He would arrange a meeting on site.

Action Cllr Barwick

c) Recreation Ground

Nothing to discuss.

16. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Kenton gave a report on the activities of Dover District Council.

b) Parish Councillors

Cllr Wickham reported that a white van had been seen in the vicinity of Gun Park, the driver had been observed filming children. A van of a similar description had also been reported in connection to an attempted abduction, the police were aware of the situation.

17. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter – Nov 2014

Community Resilience.

b) Mercury Report

As above

c) Web Site

As above

18. DATE OF NEXT MEETING

The next meeting of the Parish Council will be the Ordinary meeting on Monday 1st Dec 2014-11-17

Scheduled dates for ordinary meetings

Mon 12 th Jan 2015	Mon 2 nd Feb 2015	Mon 2 nd Mar 2015	Mon 6 th Apr 2015
Mon 11 th May 2015	Mon 1 st Jun 2015		

The meeting closed 8.40pm