

**MINUTES OF THE ANNUAL MEETING OF EASTRY PARISH COUNCIL. HELD AT  
THE PARISH ROOM AT 7.30pm ON MONDAY 9th MAY2011.**

<b>Present: Councillors</b>	N Kenton (Chair Part)	A Wiles (Chair Part)
	B Read            S Hooper	S Shevde
	M Pemble        A Barwick	M Kemp        J Gardiner
	S Wells Clerk to the Parish Council	Dist Cllr S Manion
	PCSO Benson-Hawks	2 Members of the Public

All councillors signed their Declaration of Acceptance of Office.

### 1. ELECTION OF CHAIRMAN

It was proposed by Cllr Hooper and seconded by Cllr Pemble that Cllr Kenton should be nominated as Chairman, there being no other nominations this was put to the vote, all agreed. The Chairman signed the Declaration of Acceptance of Office.

### 2. APOLOGIES

Community Warden Bob Priestly

### 3. ELECTION OF VICE CHAIRMAN

It was proposed by Cllr Kenton and seconded by Cllr Kemp that Cllr Wiles should be nominated as Vice Chairman, there being no other nominations this was put to the vote, all agreed.

### 4. PARISH COUNCIL VACANCIES

As only 9 members stood for election on 5th May, the Council now has 2 vacancies. It was agreed that the members should approach suitable candidates and ask if they would be interested in serving on the Council.

**Action Council Members**

### 5. POLICE LIASION

PCSO Benson-Hawks reported that she was currently perusing one nuisance moped that was regularly seen in the village. A recent speed check in Gore Lane had resulted in 11 cars being stopped and warned about speeding, 9 of the drivers lived in the village and 3 of these were Gore Lane residents. It was agreed this information should go in the Village News.

### 6. COMMITTEES & DELEGATES

#### Committees

#### a) Risk Assessment Committee

N Kenton	S Shevde	A Wiles	B Read	S Hooper
M Pemble	A Barwick	M Kemp	J Gardiner	

#### b) Church Yard and Cemetery

N Kenton	S Shevde	A Wiles	B Read
M Pemble	M Kemp	J Gardiner	S Hooper

#### c) Planning

S Shevde	B Read	S Hooper	J Gardiner
M Pemble	A Barwick	M Kemp	

#### d) Allotment and Leisure Fields

N Kenton	S Shevde	B Read
M Pemble	M Kemp	S Hooper

## e) Finance

N Kenton      S Shevde      A Wiles      A Barwick

Plus Chairman & Vice Chairman of Committees

M Kemp (Planning)

**Working Parties**

## a) Highways

B Read      S Shevde      A Wiles

**Delegates**

## a) KAPC x 2

Cllr Hooper

## b) Village Hall Committee x 2

Cllrs Pemble & Barwick

## c) Eastry Young Peoples Club x 1

Cllr Read

## d) Footpath Officer/s

Cllr Wiles

## e) Sandwich Neighbourhood forum

Adhoc dependant on agenda items

## f) Councillor responsible for Finance

Cllr Wiles

## g) Village News Reps

Cllrs Hooper and Gardiner

**7. PROCESSES AND PROCEDURES**

## a) Standing Orders

NALC have issued new model Standing Orders, it was agreed that the Clerk should produce a draft of the ones she feels the Council needs to adopt. **Action Sarah Wells**

## b) Financial Regulations

The Clerk to liaise with Cllr Wiles and the Finance Committee to review the current regulations.

**Action Sarah Wells**

**8. MINUTES OF LAST MEETING**

## a) Minutes of the Planning meeting held on 4th April 2011 at 7.00 pm

It was proposed by Cllr Hooper and seconded by Cllr Pemble that the minutes of the above meeting should be signed as a true and correct record, all agreed and the Chairman signed the minutes.

## b) Minutes of the Ordinary meeting held on 4th April at 7.30 pm

It was proposed by Cllr Pemble and seconded by Cllr Read that the minutes of the above meeting should be signed as a true and correct record, all agreed and the Chairman signed the minutes.

**9. ACTIONS FROM THE LAST MEETING****Correspondence needing a response/decision**

Greville Almshouse Charity – Re-Appointment of a trustee – The Clerk had written to the Trustees as agreed. **Action Discharged**

**Highways**

*SID Lower Street, Eastry* – The Clerk had contacted KHS and PCSO Benson to say the Council would prefer SID to stay in its current location. **Action Discharged**

*Scooter Lane – Gun Park footpath* - The Clerk had forwarded the Council's comments to the Head Teacher of Eastry Primary School. **Action Discharged**

*Parking Mill Lane – Preventing buses getting round corner* – KHS had been asked to investigate the provision of waiting restrictions. Cllr Barwick had forwarded pictures. **Action Discharged**

*Footpath Gun Park - Mill Lane* - The Clerk had met on site with a KHS officer to discuss the problem of cars mounting the pavement at the end of the footpath to Gun Park. It had been agreed that a bollard should be installed. **Action Discharged**

**Chapel**

The Clerk would ask the contractor if he would be willing to give the freehold on the building to the Council in advance of work on the site. She had received a response saying that due to changes to the rules on affordable housing the section 106 agreement was being renegotiated. **Action Discharged**

**Finance**

*Grant Request – Eastry Village News* – The Clerk had asked the Village News committee to fill in a grant application in June when the grant invitation went out. **Action Discharged**

**Allotment and Leisure Fields****Allotments**

*Copy of Minutes of Allotment Holders and Horticultural Society Meeting*

The Allotment holders had a number of concerns, they had asked for regular meeting with members of the council. It was agreed that a meeting should be arranged quarterly.

**Action Allotments and Leisure Committee Ongoing**

An inspection of the Allotments was undertaken on Friday 15th April. **Action Discharged**

A mini digger had undertaken some work to dig trenches for the new water taps. **Action Discharged**

**Pond**

A pest control firm had been called in to deal with the rat population. **Action Discharged**

**Churchyard & Cemetery**

*The Keep Dogs on a lead sign* – The signs had been inspected, there was nowhere at the top of the Church Yard where a sign could be erected. The sign on the Kissing gate was in place.

**Action Discharged**

*PCC Request for use for parking on 2nd July for the Fete and 13th Aug for Jazz in the Garden* – The Clerk had informed the PCC that the Recreation ground could be used for parking.

**Action Discharged**

**Bowling Green**

*Fencing* – Additional Quotes had been received. **Action Discharged**

**10. CODE OF CONDUCT**

- a) Reminder to all Councillors that you have 28 days in which to complete your register of financial or other interests forms.
- b) Future Standards of Conduct of Members of Local Authority in England

The above were noted by the members.

**11. CORRESPONDENCE****a) Correspondence needing a response/decision**

- i) KALC – Annual Meeting – Motions

The members did not have any suggestions at this time.

- ii) Note from Web Master ref domain names PC web Site

The members did not feel that additional domain names were necessary. The Clerk to inform the web master.

**Action Sarah Wells**

**b) Consultation Documents**

None received.

**c) News letters and Circulars**

- i) Parish News
- ii) The Kent County Playing Fields Association
- iii) Rural News

The above were discussed and noted by the members.

**d) Other**

- i) KCC – Community Warden Area Supervisor – Dover
- ii) KCC – Kent Habitat Survey
- iii) Local Council Shadow Awards

The above were discussed and noted by the members.

**12. CHAPEL**

After some discussion it was agreed that the Clerk should contact the developer again about the timescales for handing over the chapel. **Action Sarah Wells**

**13. HIGHWAYS**

- i) KHS – Request for Waiting Restrictions – Mill Lane, Eastry
- ii) Public Rights of Way Vegetation Clearance Contract – 50% Reduction in clearance work

The above were noted by the members

- iii) 30mph Signs Thornton Lane

Cllr Shevde asked if KHS could be asked to move the 30mph signs back along Thornton Lane towards Thornton House. **Action Sarah Wells**

- iv) Zebra Crossing – The lines need repainting as they are very faint. The Clerk to report to KHS. **Action Sarah Wells**

- v) There are a number of trees overhanging Lovers Walk – The Clerk to contact PROW **Action Sarah Wells**

**14. FINANCE**

- a) Year End Account
- b) Revised Budget 2011/12
- c) Audit Form

The above were noted, it was agreed that a Finance meeting should be called for Monday 23rd May 2011. 7.30pm Start. **Action Sarah Wells**

- d) Cemetery management training

The Clerk informed the members that there is a Cemetery management training event in Maidstone on 28th September. It was agreed that the Clerk and Cllr Kemp should attend. **Action Sarah Wells**

**15. ACCOUNTS****Receipts April 2011**

Precept	47,136.00
Allotment Rents	189.00
	<b>47,325.00</b>

**Petty Cash Expenditure April**

leaving card	1.25
Fuel Strimmer	7.00
Land Registry Search - Picnic Site	4.00
	<b>12.25</b>

09-05-11

13

<b>Paid between meetings</b>	<b>Cheque No</b>	<b>Amount</b>	<b>VAT</b>
Environmental Engineer - Apr Street Cleaning	4222	311.50	
Toilet Cleaning Contract Apr		150.00	
Supplies April		8.48	
Supplies Mar		8.50	
		<b>166.98</b>	
	4223	166.98	
Clerks Salary Apr 2011	4224	720.58	
H M Revenue and Customs Income Tax		29.40	
Employees NI		20.54	
Employers NI		18.30	
		<b>68.24</b>	
	4225	68.24	
Employers Pension Contribution		98.89	
Employees Pension Contribution		53.57	
		<b>152.46</b>	
	4226	152.46	
<b>To Pay</b>			
Wicksteed - Safety Inspection	4227	162.00	27.00
Allotment Work - water & Clearance	4228	600.00	
AJL Garden Services - April Account	4229	747.88	
Hydraquip - Allotment Water	4230	169.09	28.18
Plumbing for Less - Allotment Water	4231	102.53	17.09
Vurley Fencing - Allotment Fence	4232	6066.00	1011.00
Ace Pest Control - Pond Rats	4233	95.00	
Southern Water - Allotments	4234	50.94	
Fox Tyres - Mrs Broster Wheel Barrow	4235	15.00	2.50
Kemp Bros and Son - parade work	4237	286.00	
KALC - Good Councillor Guides	4238	11.00	
Clerks Expenses			
Phone and BB		25.49	
Toner cartridge	4239	18.48	3.08
		<b>43.97</b>	
			43.97

It was proposed by Cllr Kemp and seconded by Cllr Hooper that the above payments should be made, all agreed. Cllr Wiles was third signatory.

## 16. FORTHCOMING EVENTS

### a) Council Events

The Chairman suggested that an Eastry Weekend be considered for the future, this could happen at the same time as the Fete and Flower Festival and could include open gardens or events run by other organisations. He would write a piece for the July Parish magazine outlining his ideas.

**Action Cllr Kenton.**

### b) Outside Events

- i) Natural Economy-East Kent Initiatives Green Tourism Project – Thur 19th May 6-8pm, Fowlmead Country Park
- ii) Kent Minerals & Waste Development Stakeholders meetings Weds 8th June & Sat 11th June.
- iii) KALC Clerks Conference 2011, Wed June 15th

The above were noted by the members.

**17. ALLOTMENTS AND LEISURE FIELDS****a) Gun Park**

- i) Playground Inspection report

The report had highlighted a high priority problem with the skate ramp. It was agreed that the Clerk should make the necessary arrangements to rectify this as a matter of urgency. **Action Sarah Wells**

It was agreed that the remainder of the report should be discussed by the Allotments and Leisure Fields Committee at a site meeting on Wed 25th May at 6.30pm. **Action Sarah Wells**

**c) Allotments**

- i) New Water Supply – Update

The pipe work for the additional taps had been laid on the new site. Unfortunately it had not been possible to find the supply pipe work on the school side so it would be necessary to dig through allotments, the Clerk to contact the allotment holder affected. **Action Sarah Wells**

- ii) New Site – Request for key for property in Mill Green backing onto allotments.

After much discussion about this it was felt that this request should be turned down. As there was not right of way through the any of the allotments the members felt granting this request may start a precedent that could lead to other houses backing onto the allotments site also asking for keys. The Clerk to respond to the request. **Action Sarah Wells**

**d) Pond**

Nothing to report.

**e) Picnic Site**

Cllr Kenton declared a personal and prejudicial interest and left the room as he lives next to the Picnic site and has a right of way to a field behind the site. Cllr Wiles took the Chair.

- i) KCC Property Group – Site to be put forward for marketing
- ii) Letter from T James ref Picnic Site

It was agreed that these two items should be discussed together.

The suggestion from Mr James to turn the picnic site into a camp sit was discussed, however the Heads of Terms under which the Council were offered the site would not allow for the site to be used in this way. The Clerk to inform Mr James. **Action Sarah Wells**

Cllrs Shevde and Hooper had met with representatives from KCC parks. The meeting had not been very informative as the KCC officers did not have any information to give on how and when the site would be disposed of. During the meeting the farmer from the neighbouring property approached and spoke to the KCC officers. He offered to take on the site and to maintain it as open space as he had all the necessary equipment and this would maintain his right of way. He was asked by KCC to put this offer in writing.

Cllr Shevde and Hooper felt this would be a good solution, as the site would be open to the public but the Council would not have any financial responsibilities for the site. Cllr Shevde proposed that the Council write to KCC supporting this scenario. This was seconded by Cllr Hooper, all agreed. The Clerk to inform KCC parks department. **Action Sarah Wells**

Cllr Kenton returned to the room and took the Chair.

**f) Allotments Play Area**

Nothing to report.

**g) Correspondence**

None received.

**18. CHURCHYARD AND CEMETERY****a) Churchyard & Cemetery**

Work to reduce the mole population was continuing.

**b) Recreation Ground**

Bowling Green Fence Quotes

After some discussion it was agreed that the Quote (b) from Vurlys Fencing should be accepted.

**Action Sarah Wells**

**19. REPORTS****a) Dist Cllrs**

Cllrs Manion and Kenton had both been re-elected. Cllr Kenton would continue as Portfolio Holder for Environment, Waste and Planning.

**b) Parish Councillors**

No reports received.

**20. COMMUNICATION****a) Village News Letter – Jun 2011 Edition**

Speeding in Gore Lane. New Councillor and election of officers.

**b) Mercury Report**

As above

**c) Web Site**

As above

**21. DATE OF NEXT MEETING**

Finance meeting 7.30pm Monday 23rd May 2011

Allotments and Leisure Fields Meeting 6.30pm 25th May

Mon 6th Jun

Mon 4th Jul

Mon 5th Sept

Mon 3rd Oct

Mon 7th Nov

Mon 5th Dec