

**MINUTES OF THE ANNUAL MEETING OF EASTRY PARISH COUNCIL. HELD AT
THE PARISH ROOM AT 7.30pm ON MONDAY 12th MAY 2008**

Present: Councillors N Kenton S Shevde M Kemp M Pemble S Hooper
A Barwick G Bury M Bradshaw A Wiles S Smith

Bob Priestley Community Warden (part)
S Wells Clerk to the Parish Council Dist Cllr Manion

1. ELECTION OF CHAIRMAN

It was proposed by Cllr Shevde and seconded by Cllr Hooper that Cllr Kenton be elected as Chairman of the Parish Council. They're being no other nominations this was put to the vote, all agreed. Cllr Kenton signed the declaration of acceptance of office.

2. APOLOGIES

Cllrs West, PC Wright, PCSO Hayden Powlter

3. ELECTION OF VICE CHAIRMAN

It was proposed by Cllr Hooper and seconded by Cllr Pemble that Cllr Shevde be elected as Vice Chairman of the Parish Council. They're being no other nominations this was put to the vote, all agreed.

4. POLICE LIASION

Mr Priestley the community Warden gave a report covering problems that had been experienced in the parish over the past month.

5. COMMITTEES & DELEGATES

Committees

a) Risk Assessment Committee

As agreed at last years meeting all members of the Council had a shared responsibility for risks facing the Council that they should all sit on the Risk Assessment Committee.

b) Church Yard and Cemetery

S Shevde	A Wiles	M Pemble
S Hooper	A Barwick	M Kemp

c) Highways

S Shevde	M West	A Barwick	S Smith
M Kemp	G Berry	M Pemble	M Bradshaw

i. Parade Working party

M West	G Bury	M Kemp
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d) Planning

S Shevde	A Wiles	D Bradshaw	M Pemble	M West
S Hooper	A Barwick	M Kemp	G Bury	S Smith

e) Allotment and Leisure Fields

S Shevde	M Pemble	S Hooper	S Smith
N Kenton	M Bradshaw		

f) Peace Time Emergencies

Councillors	S Shevde	S Smith	A Barwick
Members of the Community	R Newson	R Swain	
Police	PCSO Powlter		
Community Warden	Bob Priestley		

Delegates

g) KAPC x 2	Cllr Hooper and Pemble
h) Village Hall Committee x 2	Cllr Pemble and Smith
i) Eastry Young Peoples Club x 1	Cllr Smith
j) Footpath Officer/s	Cllrs Shevde – Hooper and Wiles
k) Greville Homes Trustee	Reappoint Mrs F Cork
l) Police Liaison meetings	Cllr Smith
m) Sandwich Neighbourhood forum	Cllr Kenton
n) Councillor responsible for Finance	Cllr Barwick
o) Village News Reps	Cllr Barwick and Hooper, Mrs I Mollart

6. MINUTES OF LAST MEETINGS

a) Minutes of Planning meeting 7.00pm 31st March 2008

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

b) Minutes of Ordinary meeting 7.30pm 31st March 2008

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

c) Minute of Finance meeting 7.00pm 6th May 2008

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

7. ACTIONS FROM THE LAST MEETING**Highways**

The Clerk had contacted the environment agency again about the blocked dyke in Lovers Walk, she was waiting for the area inspector to contact her.

Action Sarah Wells ongoing

Forthcoming Events

Council Events

Christmas Trees 2008 – The Clerk had written to the new tenant of the Five Bella asking if an external mains electricity socket could be installed at the Councils expense to enable the Christmas trees lights to be connected. **Action Discharged**

Parade

Collection points for the Buy a Brick Campaign had been set up in the Village. **Action Discharged**

Highways

Flooding in Church Street had been reported to Kent Highway department. **Action Discharged**

The new vehicle entrance at the junction of Poison Cross and Statenborough Road. Had been reported to DDC planning investigation. **Action Discharged**

A site meeting with representatives of the Parish Council, DDC and KCC had taken place on the 7th May 2008. **Action Discharged**

The fence that had been blocking the footpath in Mill Green had been reported to the Housing Officer and had been removed. **Action Discharged**

Finance

Eastry Bowling Club – The Clerk had written to the bowling Club as agreed. **Action Discharged**

It was proposed by Cllr Hooper and seconded by Cllr Shevde that the above payment be made, all agreed. Cllr Barwick was third signatory.

Allotment and leisure Fields

Wicksteed – Inspection report - Cllr Bury had attended the inspection, nothing urgent had been identified. It was agreed the report should be discussed by the Allotments and Leisure Committee. The Chairman of the Committee to call a meeting in the summer. **Action Cllr Hooper Ongoing**

Allotments

The Clerk had spoken to the allotment holder about the green house. **Action Discharged**

Pond

The Clerk had written and thanked Mr Swain for his work over the past 20 years and Cllr Kenton had picked up the mower. **Action Discharged**

The Clerk had contacted BTCV and they had sent the Pond Warden information to Mr Dundas. **Action Discharged**

Mr Dundas was unable to undertake the grass cutting at the pond. **Action Discharged**

Quote from Stripy landscaped to chip and remove the willow cut back by the working party. - This

quote had been accepted.

Action Discharged

Coffee Break

The cheque for the hall hire for the PTA Bazaar was included in the payments for the meeting.

Action Discharged

8. CODE OF CONDUCT

- a. Reminder to all Councillors that you have 28 days in which to inform the Monitoring Officer of any changes to your register of financial or other interests.
- b. DDC – Compulsory Training

The above were noted by the members

- c. E-mail from Monitoring Officer Ref advice to Members

The Clerk had responded to this e-mail on behalf of the Council following discussion with those members that had attended the Finance Committee meeting.

9. CORRESPONDENCE

a) Correspondence needing a response/decision

- i. Library Annual Report – Does the Council wish to receive a copy
- ii. Eythorne Parish Council - Dover Hospital Petition – Does the Council wish to start one in Eastry
- iii. DDC – Assessment of Fair Trade Status

The above were discussed and noted by the members

b) Consultation Documents

- i. Dover Youth Strategy – 2008-2012 Consultation Draft –Response by 7th May
- ii. DDC Consultation on the potential Closure of Five Sheltered Schemes and the White Cliffs Care line – By 9th May

The above had been circulated to the members. No comments had been passed to the clerk.

- iii. DDC Street Scene – By 19th May
- iv. Draft Water resources management plan – response by 25th July

The above documents were discussed, the members did not wish to make any comments

c) News letters and Circulars

- i. Kent Police – launches major offensive on heavy machinery thieves
- ii. Oast to Coast
- iii. KAPC Parish News and enclosures
- iv. Kent Police – Keylink
- v. KALC – Area Committee minutes
- vi. LCR
- vii. Green Gang Activities
- viii. No Use Empty – News Letter Spring 2008
- ix. The regions housing needs

The above were discussed and noted by the Council.

d) Other

Nothing received

10. HIGHWAYS**a) Kent Highways Services – Post Winter Pothole Repairs**

It was agreed these should be mentioned in the Mercury Column and be made available on the web site. **Action Sarah Wells**

b) KCC - Access to hospitals – New leaflets

It was thought these leaflets are useful and that a small supply should be made available at Coffee Break. The Clerk to order some. **Action Sarah Wells**

c) Report of Highways site meeting

On the 7th May Cllrs Kenton, Shevde and the Clerk attended a site meeting with Dist Cllr Manion, County Cllr Keith Ferrin, Mr Ray Ball (Kent Highway Services) Mr G Measy (DDC) and Mr Bob Priestly Community Warden.

The problems with speeding in Lower Street were discussed, it was agreed that Kent Highways Services would arrange for traffic counts to be carried out during the next few months to ascertain the exact nature of the problem. Assuming the count information proved a need then a Speed Indicator Devise scheme would be drawn up and a priority allocated for the work. In the past the Council had offered to part fund a scheme in this location, and this year for the first time this would be counted when the priority was allocated.

The parking in Lower Street was also discussed, it was felt that the continuous line of parked cars added to the speeding problem, it was agreed that DDC would look at ways to create passing places.

11. FINANCE**a) Budget**

- i.** Consider the recommendation of the Finance Committee to adopt the year end accounts.

It was proposed by Cllr Pemble and seconded by Cllr Shevde that he year end accounts for 2007/08 be adopted by the Council, all agreed.

- ii.** Consider the 2008/09 budget proposed by the finance committee

It was proposed by Cllr Hooper and seconded by Cllr Kemp that the revised budget for 2008/09 be adopted by the Council, all agreed.

- iii.** To adopt the statement of assurances on the audit form

It was proposed by Cllr Shevde and seconded by Cllr Wiles that the statement of assurances on the audit form be adopted by the Council, all agreed.

b) Other

- i.** Audit Notice Received

- ii. Return of £300 grant given to Bowling Club

The above were noted by the members

- iii. Quote to work to repair and repaint 3 benches Wilmott Place

Some years ago the Parish Council had provided three benches in Wilmott Place, these were in need of some repairs. The Clerk had obtained a quote to undertake the work at a cost of £246.00. After a brief discussion it was proposed by Cllr Pemble and seconded by Cllr Hooper that this quote should be accepted, all agreed. **Action Sarah Wells**

- iv. Request from Eastry School for £130 to go towards gifts for French Children visiting on 13 June 2008.

It was proposed by Cllr Smith and seconded by Cllr Shevde that this money should be taken out of the Councils Grant budget for 2008/09. The Clerk to inform Mr Halling. **Action Sarah Wells**

12. ACCOUNTS

Most of the months payments had been agreed at the finance meeting on the 6th May, the invoices below had been received since that meeting.

Additional May 2008 Payments

Toilet Contract April 2008	3763	135.00	
JDH Construction - interim payment	3764	12836.88	1911.88
Cleverly and Spencer - Stone parade	3765	575.75	
British Gas - Parish Room	3766	53.58	2.55
Eastry PTA - Hall Hire for Easter Bazaar	3767	38.75	

It was proposed by Cllr Smith and seconded by Cllr Hooper that the above payment be made, all agreed. Cllr Barwick was third signatory.

13. PLANNING

a) Applications

i. TC/08/00039/TC

Proposal: 20% crown reduction and 10% thinning to one Copper Beach tree

Location: Larkfield House, High Street

No objections raised

ii. TC/08/00038/TC

Proposal: Works to one Horse Chestnut Tree and Spruce

Location: Cross Farm House, The Cross, Eastry

No objections raised

The above were noted by the members

b) Decisions

- i. TC/08/00034TC – Work to proceed to Sycamore Tree – Avoa, Lower Street
- ii. TC/08/00033TC – Work to proceed to fell one Eucalyptus Tree – 4 Church Street
- iii. DOV/08/00241 – Granted full planning permission – Erection of side conservatory extension – Little Statenborough House, Sandwich Road.
- iv. DOV/08/00199 – Granted full planning permission – Erection of a single storey rear extension – Appledore Bungalow, Mill Lane, Eastry
- v. TC/08/00032TC – may proceed – Pollard one Horse Chestnut tree – Lynch House, Brook Street

The above were discussed and noted by the members

c) Other

- i. LDF Consultation Document - Closing date 7th May 2008

This document had been on circulation since 31st March, Cllr Shevde was very concerned that no comments had been forwarded to him to allow him to formulate a reply on behalf of the Council. A reply had been drafted by Cllr Shevde and the Clerk, this had been sent to DDC.

- ii. Planning Portal

This questionnaire was discussed, the Clerk to complete in line with the discussion.

Action Sarah Wells

- iii. DDC – Response to report of unauthorised new access at Poison Cross
- iv. DOV/07/00333 – conversion and extension of existing stable building to dwelling – Part of White House, Sandwich Road, - To Committee 10/04./08
- v. DOV/08/00141 – Conversion of existing outbuilding to self contained guest house – Little Statenborough House, Sandwich Lane – To Committee 10-04-08
- vi. DOV/07/00361 – Construction of Earth bunds – Land at hay Hill – To appeal 21-4-08
- vii. Copy of design statement from Sutton-by Dover Parish Council

iii to vii were discussed and noted by the members

14. FORTHCOMING EVENTS**a) Council Events**

- i. Annual meeting 20th May 2008.

b) Outside Events

- i. Kent Police – Have your say in Rural policing Conference – 8th April
- ii. Kent Playing Field Association – AGM 17th April
- iii. Village Hall AGM – Wed 14th May 2008

Noted by the members.

15. ALLOTMENTS AND LEISURE FIELDS**a) Pavilion****b) Gun Park**

- i. Request for permission to go ahead with funding for refurbishment of replacement of skate ramp.

This letter had been written by a representative of the youth of the Village, the members were pleased that the young people were willing to undertake this work and agreed to give them every support.

Cllr Kenton informed those present that the PCT currently had funds that could be allocated to projects that encourages healthy living and exercise. The Clerk to respond to the letter.

Action Sarah Wells

- ii. Youth Club are holding a Sports and Fun afternoon Sun 20th July – Would like permission to use Gun Park

The members were happy for the youth club to use the Gun Park providing the event and any equipment used carried its own insurance. The Clerk to respond accordingly. **Action Sarah Wells**

c) Allotments

- i. Bonfires – Complaint Received from residents neighbouring the allotment. Bonfires being lit during the day with no regard to washing out on lines. The rubbish being burnt was very green and so caused a lot of smoke.

Clause 3.7 of the allotments agreement states *“In accordance with Dover District Council guidelines on bonfires not to cause any nuisance or annoyance to neighbouring properties by the excessive use of bonfires and not to leave the site while a fire is still burning”*.

After some discussion it was agreed the Clerk should write to all Allotment owners informing them of the complaint and instructing them that bonfire should only be lit in the evening and only if the weather conditions were such that it would not cause a nuisance to neighbouring properties. Also only dry arising’s should be burnt. **Action Sarah Wells**

d) Pond

- i. E-mail ref Pond correspondence

Noted

- ii. Stripy Landscape cost of adding the mowing round the pond fortnightly to the contract.

It was proposed by Cllr Hooper and seconded by Cllr Pemble that this work should be added. All agreed, the Clerk to inform Stripy landscapes. **Action Sarah Wells**

e) Allotments Play Area

Nothing to report

f) Picnic Site

The dog waste bin is still not being emptied, Cllr Hooper reported that the normal rubbish from the box outside the site had not been collected for some weeks. Cllr Kenton would speak to Barry Finch at DDC, the Clerk would also contact Mr Finch. **Action Sarah Wells & Cllr Kenton**

g) Correspondence

- i. Wicksteed – Xerscape Brochure

Noted

16. CHURCHYARD AND CEMETERY

a) Churchyard

There was once again quite a lot of Ivy growing on some of the grave stones, after some discussion it was agreed that the Clerk would ask Stripy Landscape to quote for cutting back and weed killing around the stones that were overgrown. **Action Sarah Wells**

It was also agreed that the Churchyard and Cemetery Committee would inspect the site to see if any damage was being caused to the stones by the strimmers.

Action Churchyard and Cemetery Committee

b) Recreation Ground

Cllr Shevde reported that the bowling green had been cut and treated and that new committee members had come forward to help run the club. He asked that Ivan and Chris Hole be thanked for their work to the green. **Action Sarah Wells**

17. COFFEE BREAK

The Friday morning sessions are still very popular.

18. PARADE

The work is progressing on schedule, the buy a brick campaign had brought it over £1000. It was agreed that the Clerk would ask the school to put donation envelopes in book bags to give the children a chance to buy a brick and get their names put in the time capsule. **Action Sarah Wells**

19. REPORTS

a) Dist Cllrs

Cllr Manion reported on National Noise reduction Campaign, Crime Reduction Figures and the District Council website.

Cllr Kenton reported that a lot of Parishes had produced Village Design Statements, unfortunately as they had not gone through some of the consultation process required for supplementary Planning documents the District Council was unable to adopt them as such, the planning office was trying to find away these document could be used.

b) Parish Councillors

Cllr Hooper reported on the KALC meeting.

Cllr Smith reported on the Police Liaison meeting, Youth Club and NW meeting.

20. COMMUNICATION

a) Village News Letter – July/August Addition

Annual Meeting Report, 2007/08 finance report. Introduction from Cllr Bradshaw.

b) Mercury Report

Pothole reporting, Hospital Bus services, parking in Church Street.

c) Web Site

As per a and c

21. DATE OF NEXT MEETING

20th May Annual Parish Meeting – Village Hall

2nd June Ordinary Meeting

30th June Finance Meeting – Consider Grant applications

7th July Ordinary Meeting

1st September Ordinary Meeting

6th October Ordinary Meeting

3rd November Ordinary Meeting

1st December Ordinary Meeting