

**MINUTES OF THE ANNUAL MEETING OF EASTRY PARISH COUNCIL. HELD AT THE
PARISH ROOM AT 7.30pm ON MONDAY 14th MAY 2007.**

Present: Councillors S Shevde S Smith M Kemp D Carr A Wiles
 M Pemble N Kenton S Hooper A Barwick M West

S Wells Clerk to the Parish Council Dist Cllr Manion (part)

The members signed there declaration of acceptance of office.

1) ELECTION OF CHAIRMAN

It was proposed by Cllr Shevde and seconded by Cllr Pemble that Cllr Carr should act as Chairman, there bring no other nominations this was put to the vote, all agreed. Cllr Carr signed the declaration of acceptance of office.

Cllr Carr thanked Cllr Shevde for his work as Chairman over the past year. He also wished to thank Mrs Iris Mollart who had stood down as a Parish Councillor after 34 year of service.

2) APOLOGIES

Cllr Bury

3) ELECTION OF VICE CHAIRMAN

It was proposed by Cllr Carr and seconded by Cllr Hooper that Cllr Shevde should serve as vice chairman, there being no other nominations this was put to the vote, all agreed.

4) COMMITTEES & DELEGATES

Committees

a) Risk Assessment Committee

The Chairman suggested that as all members of the Council had a shared responsibility for risks facing the Council that they should all sit on the Risk Assessment Committee. This was agreed.

b) Church Yard and Cemetery

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

c) Highways

S Shevde	M West	A Barwick	D Carr
M Kemp	G Berry	M Pemble	

i. Parade Working party

M West	G Berry	M Kemp
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d) Planning

S Shevde	A Wiles	D Carr	M Pemble	M West
S Hooper	A Barwick	M Kemp	G Berry	S Smith

e) Allotment and Leisure Fields

S Shevde	M Pemble	S Hooper	S Smith
N Kenton			

f) Peace Time Emergencies

S Shevde	S Smith	R Newson	R Swain
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Delegates

g) KAPC –	Cllr Hooper and Pemble
h) Village Hall Committee –	Cllr Pemble and Smith
i) Eastry Young Peoples Club -	Cllr Smith
j) Footpath Officers –	Cllrs Shevde – Hooper and Wiles
k) Police Liaison meetings –	Cllrs Smith and West
l) Sandwich Neighbourhood forum –	Cllr Carr
m) Councillor responsible for Finance –	Cllr Barwick
n) Village News Rep –	Cllr Barwick and Hooper, Mrs I Mollart

5) MINUTES OF LAST MEETINGS

a) Minutes of Planning meeting 7.00pm 2nd April 2007

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.

b) Minutes of Ordinary meeting 7.30pm 2nd April 2007

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

c) Minutes of Planning meeting 7.00pm 23rd April 2007

It was proposed by Cllr Shevde 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.

6) ACTIONS FROM THE LAST MEETING**Pond**

Mower – Cllr Kenton had been in contact with Sandwich Mowers, he had details of two machines, a final choice was made and Cllr Kenton agreed to place the order. **Action Cllr Kenton**

a) **Actions from the Annual Meeting 20th March 2007**

Street Light not working ally between Gore Road and Orchard Road – The Clerk had written to the person that had raised this at the meeting. **Action Discharged**

Correspondence

LCCS Steering Group – Who's responsible for local crime – Presentation – This information had been passed to the Neighbourhood watch group. **Action Discharged**

Highways

Gore Lane Bus Shelter Lay-by breaking up – The Clerk had reported to DDC.

Action Discharged

Cllr Shevde had been told that one of the footpaths in Thornton lane was blocked. He would investigate and inform the Clerk which one.

Action Cllr Shevde Ongoing

Finance**Fees and Charges**

After some investigation the Clerk reported that the grave digging fees charged by the Parish Council were in line with those paid by other organisations.

Action Discharged

Allotment rents – The letters and Invoices had been sent out.

Action Discharged

Forthcoming Events**Outside Events**

Police Liaison Meeting - Cars speeding round the Parish in the early hours of the morning had been reported to the Police.

Action Discharged

Allotments and leisure Fields**Gun Park**

Letter re: skate ramp and damage to residential fencing – The Clerk had replied to the letter as agreed.

Action Discharged

Allotments

Mill Lane Entrance – Speeding Cars – The Clerk had written to allotment owners asking them to drive slowly on and around the allotments.

Action Discharged

Pond

Bollards – One quote for the work had been received.

Action Discharged

Churchyard and Cemetery

Cemetery Extension – A response had been obtained from Cluttons.

Action Discharged

Fence by the Kissing gate - – One quote for the work had been received.

Action Discharged

Recreation Ground

Charity Commission Return – The form had been returned.

Action Discharged

Communications**Village News Letter – May 2007 Addition**

Annual Parish Meeting report, Grant Invitations and note marking the death of Mr Burnburg had been included.

Action Discharged

Mercury Report - Mr Burnburgs death and grant invitation had been included

Action Discharged

The meeting was closed for a report from the Community Warden at 8.10pm. The meeting reopened at 8.15pm.

7) CODE OF CONDUCT

a) Register of interest Forms

A new register of interest form was given to each Councillor to be completed and returned to the Clerk.

b) New Code of Conduct

A copy of the new Code of Conduct was given to each Councillor

8) CORRESPONDENCEa) **Correspondence needing a response/decision**

i. Enquiry Re Eastry Children's Home

It was agreed the Clerk should respond with the relevant information.

Action Sarah Wells

b) **Consultation Documents**

None received

c) **News letters and Circulars**

- i. ACRK – Rural News
- ii. DDC Close to Home
- iii. The Relay – April
- iv. Countryside Events Spring Summer
- v. ACRK news
- vi. Oast to Coast
- vii. LCR
- viii. Clerks and Councils Direct

Discussed and noted by the Council

d) **Other**

- i. DDC – Election Information
- ii. DDC – Informal advice given by Officers
- iii. Dover and Deal Neighbourhood Forum
- iv. Neighbourhood Policing in Dover District

Noted by the Council

9) HIGHWAYS

- a) Street light in the ally between Gore Road and Peak Drive, Cllr Kenton to chase DDC

Action Cllr Kenton

- b) Potholes in the lay-by in Gore Lane, the Clerk reported that on the DDC maps there was a strip of no-man's-land between the highway owned by KCC and the lay-by owned by DDC housing. Cllr Kenton to look into.

Action Cllr Kenton

10) FINANCEa) **Budget**

The Clerk was in the process of preparing the year end accounts

b) Other

- i. Audit Notice Received
Noted
- ii. Opening an account at Carpenter in Sandwich

The Clerk reported that now that the DIY shop in the village had ceased trading small items of ironmongery were being purchased from Carpenters in Sandwich. She asked that the Council open an account. This was agreed.

Action Sarah Wells

11) ACCOUNTS

Receipts

Allotments Key and Tap Deposits	15.00
Monuments	53.00
Burials	490.00
	558.00

Payments May 07 between meetings -

Description		Cheq No	Amount	VAT
Mrs Broster		3584	275.00	
Richard Swain Toilet Cleaning	130.00			
	130.00	3585	130.00	
British Gas - parish Room		3586	66.10	3.14
Wicksteed leisure		3587	287.88	42.88
Clerks Salary April 2007		3589	626.36	
H M Revenue and Customs Income Tax	33.49			
Employees NI	26.85			
Employers NI	24.74			
	85.08	3588	85.08	
Employees Pension Contribution	43.83			
Employers Pension Contribution	75.25			
	119.08	3590	119.08	
Clerks Expenses				
Telephone/Broad Band Tiscali	21.52	3591		3.95

Payments made at May meeting

Kent County Playing Field Association Membership		3592	15.00	
EDF Energy - Parish Council Room		3593	41.17	1.96
Eastry Girl Guides - Agenda Delivery		3594	55.00	
Grave Digging Fee - 14-05-07		3595	250.00	
Association Burial Authorities- Membership		3596	86.00	
Stripy Landscapes - 12 Mar to 2 Apr	644.50			
Stripy Landscapes – Ground Work 4 Apr	143.50			
Stripy Landscapes - 20 Apr - 1 May	719.50			
	1507.50	3597	1507.50	

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

12) PLANNING**a) Applications**

None

b) Decisions

None

c) Other

- i. KCC – Kent Minerals Development Framework
- ii. DDC – LDF – Update

Noted

13) FORTHCOMING EVENTS**a) Council Events**

- i. “Beating of the Bounds” – Cllr Hooper had been approached and asked if the Council were contemplating organising a Beating of the Bounds. It was agreed this would be put in the next Parish magazine to see if there would be any interest for an event in autumn 2008.

b) Outside Events

- i. Kent County Playing Field Association – AGM 19th April 2007 - noted
- ii. Eastry Village Hall – AGM 15th May 2007 at 7.00pm - Cllr Pemble and Smith to attend
- iii. DDC – Waste Forum – Monday 21st May 2007 at 1.00pm - Cllr Smith to attend

14) ALLOTMENTS AND LEISURE FIELDS**a) Pavilion**

- i. Williamson and Barnes – Lease

The football clubs solicitor had raised a query about insurance of the pavilion. After speaking with the Chairman, Vice Chairman and Chairman of the allotments committee the Clerk had responded to the letter

b) Gun Park

- i. Results of Safety Inspection

After some discussion it was proposed by Cllr Kenton and seconded by Cllr Hooper that the work identified in the inspection is carried out as per the quote from Wicksteed leisure. All agreed. The Clerk to accept the quote.

Action Sarah Wells

During a site meeting of the Allotments and Leisure Committee a few small faults had been identified. It was agreed the Clerk should ask Mr Kemp to carry out any work necessary to rectify these faults.

Action Sarah Wells

A quote for the replacement of the broken gravel boards had been received. It was agreed the Clerk should obtain at least one more quote. If a lower quote was obtained the clerk was authorised to accept it and get the work completed.

Action Sarah Wells

c) Allotments

During a site meeting of the Allotments and Leisure Committee it had been noted that a number of trees had been planted on one of the allotments. It was felt that the type of tree was inappropriate for an allotment. It was agreed that the allotment agreement should be amended to include a clause that required written permission for tree planting.

Action Cllr Hooper

There had been a problem with footballs being kicked onto the allotments and then being retrieved. This had stopped for the moment.

d) Pond

One quote for work to install the bollards had been received. It was agreed the Clerk should obtain at least one more quote. If a lower quote was obtained the clerk was authorised to accept it and get the work completed.

Action Sarah Wells

e) Allotments Play Area

During a site meeting of the Allotments and Leisure Committee problems with the self closing gates had been identified. It was agreed Mr Kemp should be asked to either adjust the springs or provide new spring to rectify the problems.

Action Sarah Wells

f) Picnic Site

Nothing to discuss

g) Correspondence

None received

15) CHURCHYARD AND CEMETERY**a) Churchyard**

- i. Cluttons – Will not negotiate on any aspect of Cemetery extension until LDF is determined

Cllr Carr suggested that the PC write to DDC forward planning asking if the field in question would be included in the LDF. It was felt that if a written statement from DDC was received they may feel more willing to negotiate.

Action Sarah Wells

- ii. Consecration of grave spaces to take place on 12th July 2007 at 3.00pm
- iii. Report from Outgoing Chairman of Churchyard and Cemetery Committee

The Clerk read out the report. It was agreed that it should be passed to the new Chairman of the Churchyard and Cemetery Committee.

- iv. Broken Fence

One quote for work to replace the broken fencing had been received. It was agreed the Clerk should obtain at least one more quote. If a lower quote was obtained the clerk was authorised to accept it and get the work completed.

Action Sarah Wells

b) Recreation Ground

- i. One quote for work to replace the broken fence panels had been received. It was agreed the Clerk should obtain at least one more quote. If a lower quote was obtained the clerk was authorised to accept it and get the work completed. **Action Sarah Wells**
- ii. Some tree work had been necessary in the Recreation ground following high winds last week. It was agreed that all the trees should be inspected and a quote for any necessary work obtained. **Action Sarah Wells**

16) COFFEE BREAK

Still being well attended.

17) PARADE

The Parade working party was given the authority of the Council to proceed with this project.

18) REPORTS**a) Dist Cllrs**

Dist Cllrs Manion and Kenton gave reports on activities at DDC

b) Parish Councillors

Cllr Smith reported on the Police and Parish Liaison Meeting. She also informed those present that the Youth Club AGM would take place on 7th July 2007.

19. COMMUNICATION**a) Village News Letter –June Edition**

New Chairman and Vice Chairman, Councils Accounts, Beating the Bounds, Golf in Gun Park is Prohibited, dog fouling outside shops.

b) Mercury Report

New Chairman and Vice Chairman, Beating the Bounds, Golf in Gun Park is Prohibited, dog fouling outside shops.

c) Web Site

As per Village News

20. DATE OF NEXT MEETING

Committees Meeting Monday 4th June 2007 7.00pm

The next Ordinary meeting will be on Monday 4th June 7.30pm

Finance Committee Meeting 18th Jun 2007 7.00pm – Cllr Carr gave his apologies.

The meeting closed at 9.29pm

