

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL. HELD AT THE
PARISH ROOM AT 8.30pm ON MONDAY 2nd JULY 2007.**

Present: Councillors

S Shevde	S Smith	M Kemp	D Carr	A Wiles
M Pemble	N Kenton	S Hooper	A Barwick	G Bury

PC Wright
S Wells Clerk to the Parish Council

Dist Cllr Manion

A site meeting of the Risk assessments Committee and the Allotments and Leisure committee had taken place at 7.30pm in Gun Park. Cllr M Kemp had declared a personal interest in all matters relating to Kemp Bros and Son builders. The finding of the committee were discussed under there appropriate section on the agenda.

PC Wright gave a brief report prior to the start of the meeting.

1. APOLOGIES

Cllr West, County Cllr Ridings & Mr B Priestly – Community Warden

2. MINUTES OF LAST MEETINGS

a. Minutes of Committees Meeting 4th June 2007 7.00pm

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 Planning Meeting 4th June 2007 7.15pm

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. Minutes of Ordinary meeting 4th June 2007 7.30pm

It was proposed by Cllr Pemble 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.

d. Minutes of the Finance Meeting of 18th June 2007

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.

3. ACTIONS FROM THE LAST MEETING

Highways

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**

Street light in the ally between Gore Road and Peak Drive, Cllr Kenton to chase DDC – Cllr Kenton had been informed that this light belonged to Kent Highways Department. **Action Discharged**

Potholes in the lay-by in Gore Lane- Cllr Kenton had been informed that the lay-by was the property of Kent Highways department. **Action Discharged**

Allotments and Leisure Fields

Allotments

Allotment Agreement – Cllr Hooper had some suggestions for amendment to the allotments agreement.

Action Discharged

Correspondence

a) Correspondence needing a response/decision

Survey of 20th Century military and civil defences in Dover District – The Clerk had asked the Local Interests group to complete the survey.

Action Discharged

Highways

Letter ref speeding traffic – The Clerk had written to the head of Kent Highways and the Author of the letter as agreed at the last meeting.

Action Discharged

Finance

New bank mandate – the bank was still waiting for one Councillor to take in identification paper.

Allotments and Leisure

b) Pavilion

Inspection pit – Roots growing up pipes into building – The necessary work had been completed.

Action Discharged

Pavilion Lease to Football Club – The Clerk had the lease ready for signature.

Action Discharged

c) Gun Park

Overhanging Trees – The trees had been cut back from the footpath

Action Discharged

d) Pond

The tree work ordered by the Church Commissioners had been completed.

Action Discharged

e) Allotments Play Area

Gates – Cllr Hooper had met with Mr Kemp to discuss the gates, he had suggested a metal working firm that could undertake the work. The Clerk had been in contact and asked for a quote for the work.

Action Discharged

4. 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. Standards Board Minutes and Agenda

Noted by the Council

- c. Briefing – Revised of Conduct

d. DDC – Revised Code Of Conduct for Councillors

As all members had now had the chance to read the Revised Model Code of Conduct and in line with the request from DDC for all Parishes in the district to adopt the same version of the code, it was proposed by Cllr Shevde and seconded by Cllr Wiles that the “Code of Conduct for Members of the Town/Parish Council in Dover District June 2007” be adopted by the Council. All agreed. See appendix A. The Clerk to inform DDC and ask to be included in the public notification. **Action Sarah Wells**

5. CORRESPONDENCE**b) Correspondence needing a response/decision**

- a. Letters from children at Eastry Primary School ref building of a shopping centre in the Village.

It was agreed that the Clerk should respond to the letters, informing the children that the Council were working hard to preserve the shops already in the village, and although they would welcome additional shops they did not feel that big shopping outlets would be able to survive in such a small village with limited transport links. **Action Sarah Wells**

- b. Letter from Greville Almshouse Charity - Requesting appointment of new Trustee

After a brief discussion on the duties expected to be carried out by a trustee it was proposed by Cllr Barwick and seconded by Cllr Pemble that Mrs Lesley Smith be nominated for the position of Trustee to the Greville Almshouse Charity, all agreed. The Clerk to write to the Clerk to the Trustees. **Action Sarah Wells**

b) Consultation Documents

None received.

c) News letters and Circulars

- i. ACRK – parish Planning
- ii. ASE Newsletter
- iii. KAPC News and enclosures

Noted by the members

d) Other

- i. Letter from – Snowdown and Kent Coalfield Heritage Group

After a brief discussion it was agreed that this group did not meet the criteria for grant funding from the Parish Council.

- ii. STARR Action Plan Project Delivery managers Report – Jan 07 to May 07

Noted

- iii. PC Ian Foster Retiring

It was agreed that the Clerk should write to PC Foster on behalf of the Council thanking him for his work in the parish during his many years as a community police officer. **Action Sarah Wells**

6. HIGHWAYS

- i. Letter Ref parking in Church Street – Ambulance unable to get to St Mary’s Close

After some discussion on the matter it was agreed that articles would be put in the Mercury Colum, in the Parish magazine and on the web site asking people to try to park considerately to ensure that vehicles could get past parked vehicle in Church Street.

Action Sarah Wells

- ii. KCC – Changes to Definitive Map - Noted.

- iii. Car park Fencing

Cllr Bury reported that one of the fence posts in the car park was broken and laying by the path. Cllr Kenton said he would speak to the relevant officer at DDC.

Action Cllr Kenton

7. FINANCE

- a) Recommendations of Finance Committee to Adopt Year end accounts

It was proposed by Cllr Shevde and seconded by Cllr Pemble that the Year end accounts be adopted by the Council, all agreed.

- b) Recommendations of Finance Committee to adopt revised 2007/08 Current account budget

It was proposed by Cllr Shevde and seconded by Cllr Hooper that the revised 2007/08 Current account budget be adopted by the Council, all agreed.

- c) Recommendations of Finance Committee to adopt 2007 -2012 Capital Account Budget

It was proposed by Cllr Hooper and seconded by Cllr Pemble that the 2007/08 Capital account budget be adopted by the Council, all agreed.

- d) Recommendations of Finance Committee to accept Annual governance statement

It was proposed by Cllr Shevde and seconded by Cllr Kenton that the Annual governance statement be accepted by the Council, all agreed.

- e) Recommendations of Finance Committee to pay grants totalling £1385.

It was proposed by Cllr Shevde and seconded by Cllr Pemble that the Annual governance statement be accepted by the Council, all agreed.

8. ACCOUNTS

Description		Cheq No	Amount	VAT
Environmental Engineer - Pay Street Cleaning	275			
Horse Trough - Plants and Compost	10.75			
	285.75	3621	285.75	
Toilet Cleaning Contract	130.00			
Cleaning Supplies	4.92			
Petrol	5.00			0.74
	139.92	3622	139.92	
Jackson Fencing - Pond Bollards		3623	134.24	19.99

Stripy Landscapes - Ground Work Contract	719.50		
Stripy Landscapes - Spraying	110.00		
	829.50	3624	829.50
Village Hall Hire Apr & May - Coffee Break		3625	105.60
Southern Water - Pavilion		3626	148.36
Petty Cash		3627	60.00
Clerks Salary Jun 2007		3628	626.92
H M Revenue and Customs Income Tax	32.93		
Employees NI	26.85		
Employers NI	24.74		
	84.52	3629	84.52
Employees Pension Contribution	43.83		
Employers Pension Contribution	75.25		
	119.08	3630	
Clerks Expenses			
Office Allowance April - June	60.00		
Telephone BT	24.00		3.72
Tiscali/Telephone & Broards Band	11.40		2.43
Mileage Sandwich 6 x 55.08 pick up lease	3.31		
	98.71	3631	98.71

It was Proposed by Cllr Wiles and Seconded by Cllr Barwick that the above payments should be made, all agreed. Cllr Smith was third signatory.

9. PLANNING

a) Applications

None to be discussed

b) Decisions

Cllr Kenton declared a personal interest in item ix

- i. TC/07/00043TC – Pollard one Sycamore and one Ash tree – Lynch Cottage, Brook Street – notification to proceed
- ii. DOV/07/00392 – Granted Listed Building Consent – Provision of new vehicular/pedestrian access, for new dwelling, in boundary wall fronting Sandwich Road, and blocking up of outstanding access – White House, Sandwich Road
- iii. DOV/07/00435 – Refused Listed building consent - provision of new vehicular/pedestrian access, for new dwelling, in boundary wall fronting Woodnesborough Lane, Eastry
- iv. DOV/07/00284 – Refusal of Removal of Conditions – Removal of agricultural occupancy condition (3) of DO/82/629 – Greenoak Farm, Poison Cross
- v. DOV/07/00391 – Refused Full Planning Permission – Erection of 4no. bedroom dwelling and construction of vehicular access – White House, Sandwich Road
- vi. DOV/07/000434 – Refused Full Planning permission – Erection of 4 bedroom detached dwelling and garage and construction of vehicular access – White House, site Adj Lane House Woodnesborough Road
- vii. DOV/07/00386 – Granted full planning permission – Erection of single storey rear extension – 31 Mill Green, Eastry

- viii. DOV/07/00490 – Granted full planning permission – Erection of two storey and single storey rear extensions – 2 Pond Cottage, Buttsole, Eastry
- ix. DOV/07/00613 – No objections raised – variations to condition 13 pf application ref DOV/06/01273 – Contractors compound, Eastry Waste water Treatment works, Felderland Lane

The above were noted by the members.

c) Other

- i. DOV/07/00332 – Listed Building Consent – Change of use, conversion and extensions to existing stable building to form no1, dwelling, erection of car port and store and alterations to vehicular access – The White House, Sandwich Road – To committee 21-6-07. Officer recommends granting.
- ii. KCC – Kent Minerals Development Framework – Further Consultation – Church Path Pit - Northfleet

Noted by the members.

10. FORTHCOMING EVENTS

a) Council Events

Nothing coming up

b) Outside Events

- i. KCC – PROW Parish Council Liaison Meeting – 7.00pm Wed 18th July 2007, Eastry Village Hall

Cllrs Wiles, Hooper and Kenton to attend

- ii. ACRK – Strawberries and Cream Council Meeting – Monday 9th July 2007 – Elham Village Hall

Cllr Smith to attend

- iii. Parish Plan Workshops – 30th June or 12th July
- iv. KAPC Training Programme
 - a. 11th July Councillors Information Day
 - b. 14th July Chairmanship Training Day
 - c. 28th July Code Of Conduct Training Morning
 - d. 4th August Code Of Conduct Training Morning

After some discussion it was agreed the Clerk should ask KAPC how much it would cost for them to provide local training. **Action Sarah Wells**

11. ALLOTMENTS AND LEISURE FIELDS

d) Pavilion

- i. Lease for Signature

Cllrs Carr and Shevde signed the lease. The Clerk to return to the Solicitors.

Action Sarah Wells

e) Gun Park

The following had been identified during the site meeting earlier in the evening.

The back board for the basket ball hoop was cracking and pieces are falling onto the court. It was agreed that Mr Kemp should be asked to remove the back board and paint the markings directly onto the metal. A new net is also required. **Action Sarah Wells**

The seats in the play area were being overgrown with vegetation from the youth club land. The Clerk to write and ask for the Youth Club to cut back its shrubs. **Action Sarah Wells**

The base of the old rocking horse was now very exposed, probable because of the recent heavy rain. It was felt this concrete should be removed. The Clerk to ask Mr Kemp to complete the work. **Action Sarah Wells**

One of the seats on the four bay swing set was damaged, it was agreed the Clerk should ask Wicksteed to add the supply and fit of a new seat to the list of work already commissioned. **Action Sarah Wells**

Tree work requested before Christmas had not been completed. It was agreed that the Clerk should try and get a different tree surgeon to carry out the work. **Action Sarah Wells**

c) Allotments

Tenancy Agreement - It was agreed that a line should be added to the Allotment agreement to say that written permission was required from the Council to plant any tree that would reach more than 10 feet in height once mature. The Clerk to make the changes and send out copies to all allotment owners. **Action Sarah Wells**

Anold shed on allotment No 63B had been broken into from the back were it borders the gun park. The shed was now being used as camp by local children and as a way of getting into the allotments. It was agreed that Mr Kemp should be asked to remove the shed and make good the fence. **Action Sarah Wells**

e) Pond

Cllr Hooper asked if the White Cliffs Countryside project team could be contacted about work to the pond scheduled for the autumn. **Action Sarah Wells**

f) Allotments Play Area

Nothing to discuss

f) Picnic Site

Cllrs Hooper and Kenton had their bi-annual meeting with KCC parks department.

g) Correspondence

None received

12. CHURCHYARD AND CEMETERY

a) Churchyard & Cemetery

- i. DDC Planning – Ref LDF and Cemetery extension.

After some discussion it was agreed that the Clerk should write DDC asking for the land needed to extend the cemetery could be designated in the LDF as an allocated area for burials. Also it was agreed she should write to the individual members of the Church Commission pointing out the need to extend the cemetery. **Action Sarah Wells**

b) Recreation Ground

- i. Quote for tree work

A quote for tree work in the recreation ground had been received. The specified work related to ten trees in the area. After some discussion it was proposed by Cllr Shevde and seconded by Cllr Pemble that the quote be accepted. All agreed.

Action Sarah Wells

- ii. Bowling Green Wall

Cllrs Shevde and Kemp reported that the bowling green wall rebuilt in May 2006 was starting to crack in places. It was agreed that the Clerk should inform the contractor of the problem.

Action Sarah Wells

13. COFFEE BREAK

Still well attended

14. PARADE

Cllr West had been unable to attend the meeting.

15. REPORTS**a) Dist Cllrs**

Cllr Kenton reported on the DTIZ, waste management and recycling. Cllr Manion reported on the District Councils finances and minor flooding on the parish.

b) Parish Councillors

Cllr Smith reported on the meeting of the Youth Club Committee

16. COMMUNICATION**a) Village News Letter –Sept 2007 Edition**

Cllr Hooper to provide an article on activities and functions' of the Allotments and Leisure Committee. The Clerk to include the Accounts for 2006/07, the budget for 2007/08 and Councillors expenses. Also a note about parking in Church Street.

b) Mercury Report

Church Street Parking, Council holiday closures and Coffee Break

c) Web Site

As per a & b above.

17. DATE OF NEXT MEETING

a) Planning Meeting 9th July 2007 7.30pm

b) The next meeting Ordinary meeting of the Parish Council on Monday 3rd September 2007 7.30pm

The meeting closed at 10.15pm.