

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL. HELD AT THE  
PARISH ROOM AT 7.30pm ON MONDAY 1<sup>st</sup> OCTOBER 2007.**

**Present: Councillors**      S Shevde      S Smith      M Kemp      M West  
    M Pemble      S Hooper      G Bury

Community Warden (part)      PCSO Palter  
 S Wells Clerk to the Parish Council

### **1. ELECTION OF CHAIRMAN**

Following the resignation of Cllr D Carr it is necessary to elect a new Chairman of the Parish Council. It was proposed by Cllr Pemble and seconded by Cllr Hooper that Cllr Kenton be elected as chairman, there being no other nominations this was put to the vote, all agreed.

As Cllr Kenton was not yet in attendance the vice Chairman took the chair.

### **2. ELECTION OF VICE CHAIRMAN**

This was not necessary as Cllr Shevde was willing and able to continue in this role.

### **3. APOLOGIES**

Cllrs A Barwick & A Wiles.      Cllr N Kenton to arrive late.

### **4. VACANCY**

- i. Resignation letter from Cllr David Carr

The members had seen Cllr Carr's letter and were sorry he had had to resign. It was agreed the Clerk would write and thank him for his work on the Parish Council. **Action Sarah Wells**

- ii. DDC – Notice of Casual Vacancy Runs out 9-10-07

Noted

- iii. Assuming no election called how do the members wish to fill the vacancy?

It was agreed that the Clerk should put an advert in the Parish magazine and in the Mercury round up asking for applications for the vacant position on the Council. **Action Sarah Wells**

### **5. MINUTES OF LAST MEETINGS**

#### **a) Minutes of Planning Meeting 27<sup>th</sup> August 2007 7.30pm**

It was proposed by Cllr Kemp and seconded by Cllr Hooper that the above minutes should be signed as a true and correct record. The chairman signed the minutes.

#### **b) Minutes of Planning Meeting 3<sup>rd</sup> Sept 2007 7.00pm**

It was proposed by Cllr Bury and seconded by Cllr Smith that the above minutes should be signed as a true and correct record. The chairman signed the minutes.

#### **c) Minutes of Ordinary Meeting 3<sup>rd</sup> Sept 2007 7.30pm**

It was proposed by Cllr Pemble and seconded by Cllr Bury that the above minutes should be signed as a true and correct record. The chairman signed the minutes.

## 6. ACTIONS FROM THE LAST MEETING

### Highways

*Footpath in Thornton Lane* – Cllr Shevde had walked this path and reported it had been cleared.

**Action Discharged**

### Correspondence

#### a) Correspondence needing a response/decision

*Kent Police – Provision of Police Community Support Officer (PcSO)* – The Clerk had written to Kent Police as agreed.

**Action Discharged**

*Complaint from a Resident of Orchard Road* – The Clerk had responded to this complaint and the Community Warden had been to see the resident in connection with the fly tipping.

**Action Discharged**

*Ref removal of paper Bank from Village Hall Car Park* - The High Street is now being covered by the black box recycling scheme.

**Action Discharged**

### Christmas Tree

The Clerk had purchased a new key for the Christmas Tree base.

**Action Discharged**

### Highways

*KCC – Countryside Access Plan* – Cllr Wiles had responded to the document.

**Action Discharged**

*Parking Church Street* – The Clerk had spoken with the DDC transport officer and he had agreed to come out and visit the site and draw up plans for parking restrictions. These would be put out for consultation in line with current policy for all parking restrictions.

**Action Discharged**

*Tree outside the Hospital building* - The Clerk had reported this to the Hospital Estates manager.

**Action Discharged**

*Overhanging vegetation in the vicinity of the old telephone exchange* – Kent Highways services had agreed to cut back this area.

**Action Discharged**

### Finance

*Grant Requests* – The Clerk had written to the two unsuccessful applicants.

**Action Discharged**

### Allotments and Leisure Fields

#### Gun Park

*Extra cutting Gun Park during the winter* – The Clerk had instructed the contractor to undertake two additional cuts during the winter months.

**Action Discharged**

*Serious Incident in Gun Park* – The Clerk had written to the Police Area Commander as instructed.

**Action Discharged**

*Barrier into Youth Club Building* – The Clerk had written to the Youth Club asking that some form of barrier be installed to prevent unauthorised vehicle access to the Youth Club property when the building was not in use.

**Action Discharged**

*Quote for Tree work* - The quote had been accepted and the work undertaken.

**Action Discharged**

*Elder Bush* – The Clerk had met with the contractor and shown him which buses were to be removed.

**Action Discharged**

## **Pond**

*Pond warden information* – the Clerk had forwarded this information to Cllr Hooper. **Action Discharged**

The Meeting closed at 7.45pm for a report from the Community Warden and the introduction of PCSO Haydn Palter.

The meeting re-opened at 7.55pm.

## **7. 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 Meeting of 19<sup>th</sup> September Cancelled

The above were noted by the members.

## **8. CORRESPONDENCE**

### **b) Correspondence needing a response/decision**

- i. DDC – Review of Customer Service Provision in Sandwich

This had been responded to between meetings

- ii. Post Office Campaign

A copy of the letter and links to KCC petition had already been posted on the Parish Council web-site. It was agreed the Clerk should also include a note in the Mercury Round up. **Action Sarah Wells**

### **b) Consultation Documents**

None received

### **c) News letters and Circulars**

- i. KAPC – Minutes of area meeting
- ii. Oast to Coast
- iii. Clerks and Councils Direct
- iv. LCR
- v. CASE News Letter

The above were noted by the members

### **d) Other**

- i. DDC – Performance Report First Quarter 2007/08
- ii. Introduction from Marijke Cox – Report for Your Dover

The above were noted by the members.

**9. HIGHWAYS**

- i. Letter Complaint parking Church Street

The Clerk to respond and inform the author that this matter is being dealt with by DDC.

**Action Sarah Wells**

- ii. PCC – Requested site meeting ref parking Church Street

As DDC had already been asked to deal with this matter it was felt that a site meeting with the PCC would achieve little at this time. The Clerk to inform the PCC secretary.

**Action Sarah Wells**

**10. FINANCE**

- i. Neighbourhood Forums - Grant Allocation Process - Noted
- ii. 2008/09 Budget talks

The Clerk asked that she be informed of any project the members wished to see added to the Councils budget for 2008/09.

**11. ACCOUNTS****Payments**

Description	Cheq No	Amount	VAT
Environmental Engineer - Sept Street Cleaning	3670	275.00	
Toilet Cleaning Contract		130.00	
Toilet Supplies		2.00	
		<b>132.00</b>	
Mark Jones Tree Surgery - Work in Rec	3671	132.00	
Strippy Landscapes - Ground work Sept	3672	1527.50	227.00
Web-site Feb - Sept	3673	819.50	
Consecration of Cemetery	3674	84.48	
Spectrum Safety - Pavilion Fire Inspection	3675	528.75	78.75
Spectrum Safety - parish room Fire Inspection		70.71	10.54
		58.55	8.72
		<b>129.26</b>	
Petty Cash	3676	129.26	
Clerks Salary Sept 2007	3677	60.00	
H M Revenue and Customs Income Tax	3678	626.92	
Employees NI		32.93	
Employers NI		26.85	
		24.74	
		<b>84.52</b>	
Employees Pension Contribution	3679	84.52	
Employers Pension Contribution		43.83	
		75.25	
		<b>119.08</b>	
Clerks Expenses			
Tiscali - Phone& Broad Band Sept		17.12	2.55
Office Allowance Jul- Sept		60.00	
		<b>77.12</b>	
	3612	77.12	

It was proposed by Cllr Smith and seconded by Cllr Pemble that the above payments be made, all agreed. Cllr Hooper was third signature.

**12. PLANNING****a) Applications**

Dealt with at the planning committee meeting held at 7.00pm

**b) Decisions**

Dealt with at the planning committee meeting held at 7.00pm

**c) Other**

- i. Regional Spatial Strategy for the South East (The South East Plan) – Publication of panel Report.

Noted by the members.

- ii. Letter objecting to Possible application to put a new field entrance in Lower Street

As yet no application had been received; therefore the members were unable to comment.

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

Nothing coming up

**b) Outside Events**

- i. Police Liaison Meeting Thursday 18<sup>th</sup> October 7pm DDC Offices

Cllrs Smith and West to attend.

- ii. Annual Liaison Meeting with Town and Parish Council - Thursday 15<sup>th</sup> Nov 6.00pm

Cllr Hooper to attend.

- iii. Planning Meeting Sandwich Neighbourhood Forum – Friday 19<sup>th</sup> Oct 2.30pm Sandwich Council chamber.

The Clerk to forward the details to Cllr Kenton

- iv. ACRK – Annual Conference “Bridging the Gap II: Making More of Parish Plans” & 4<sup>th</sup> AGM – Smarden Charter Hall 22<sup>nd</sup> Oct 9.30am

Cllr Smith to attend.

- v. STARR Meeting Oct 10<sup>th</sup>

Cllr Smith to attend

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

The lease to the Football club should be in place soon

**b) Gun Park**

- i. Acknowledgment of letter to Police Ref Rave from Deputy Area Commander
- ii. Acknowledgment of letter to Police Ref Rave from District Commander Dover

**c) Allotments**

- i. The Clerk reported that a lot of hedge cuttings had been deposited on one of the allotments; she had written to the owner and asked for them to be removed.

**d) Pond**

- i. Water Vole Survey

Cllr Hooper had been in contact with the White Cliffs Country side team and was due to meet one of its representative next week to discuss pond management.

**e) Allotments Play Area**

- i. Self Closing gates – Report from Fletcher grain Systems

After much discussion it was agreed that the cost of either option for gate solutions given in this report could not be justified. Although the problems with the gates did come up on the Council's annual safety inspection, it was only low risk. It was agreed that Mr Kemp should be asked if he could breakout and re-concrete the post on the gate at the Centenary garden entrance. **Action Sarah Wells**

**f) Picnic Site**

Cllrs Hooper and Kenton to meet with KCC parks department later this month.

**g) Correspondence**

- i. BTCV – Kent Tree Warden Scheme
- ii. BTCV Pond Warden flyer

Noted.

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

No problems to report at the moment.

**b) Recreation Ground**

- i. Report from PA Hollingworth & Co Ltd – Ref Bowling Green Wall

After much discussion it was agreed that the wall should be monitored over the winter months. The Clerk to write to the neighbour who had pointed out the problem informing him of the fact. **Action Sarah Wells**

- ii. PCC have asked if they can use the Rec for Parking every year at the Summer Fete

It was agreed that the PCC would be allowed to use the recreation ground for parking at the Summer Fete, provided it was not wet and that any damage to the fencing when it was being removed was repaired at the PCC expense. The Clerk to inform the PCC secretary. **Action Sarah Wells**

Cllr Kenton joined the meeting at 8.45pm. Cllr Shevde continued in the chair.

**16. COFFEE BREAK**

Cllr Hooper and Pemble reported that the event was still well attended.

**17. PARADE**

The parade working party had meet during September and were in the process of completing grant forms, they would put some facts about the project in the next Parish News.

**18. REPORTS****a) Dist Cllrs**

Dist Cllr Kenton reported on the activities of DDC.

**b) Parish Councillors**

Cllr Pemble gave a report on the last Village Hall Committee meeting.

Cllr Smith gave a report on the last Youth Club committee meeting.

Cllr Shevde asked about updating the Peace Time emergency plan, it was agreed this should be done ever five years. The Plan would be due for updating in 2008.

**19. COMMUNICATION****a) Village News Letter –Nov 2007 Edition**

Cllr Carr's resignation, and thank him for his work. Advertise Council vacancy. Cllr Kenton voted Chairman. Article from the Churchyard and Cemetery Committee's Chairman.

**b) Mercury Report**

Cllr Carr's resignation, and thank him for his work. Advertise Council vacancy. Cllr Kenton voted Chairman. Support Local Post office

**c) Web Site**

As per a & b.

**20. DATE OF NEXT MEETING**

a) The next Ordinary meeting of the Parish Council on Monday 5<sup>th</sup> Nov 2007

b) Finance Committee meeting Monday 12<sup>th</sup> Feb at 7.00pm.

The meeting closed at 9.15pm