

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL. HELD AT THE  
PARISH ROOM AT 7.30pm ON MONDAY 3<sup>rd</sup> DECEMBER 2007**

**Present: Councillors**      N Kenton      S Shevde      M Kemp      S Smith  
   M Pemble      S Hooper      A Wiles

Community Warden (Part)    PCSO Hayden Powlter (Part)  
S Wells Clerk to the Parish Council

Reports Bob Priestley gave a report before the meeting was officially opened.

### **1. APOLOGIES**

Cllrs G Bury, A Barwick & M West

### **2. VACANCY**

No applications for the position had been received. The Clerk to put in the Mercury again and members to try and think of a suitable candidate.

### **3. MINUTES OF LAST MEETINGS**

#### **a. Minutes of Ordinary Meeting 5<sup>th</sup> Nov 2007 7.30pm**

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

#### **b. Minutes of Planning meeting 12<sup>th</sup> Nov 2007 7.00pm**

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

#### **c. Minutes of Finance Meeting 12<sup>th</sup> Nov 2007 7.15pm**

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

### **4. ACTIONS FROM THE LAST MEETING**

#### **Code of Conduct**

*Standards Committee – Vote for Parish Representative* – The Clerk had forwarded this information to DDC.  
**Action Discharged**

#### **Highways**

*Kent Highways Services – Gate Way Feature – Lower Street* – The Clerk had spoken to a number of officers at Kent Highways Services but had been unable to get a definitive answer on the effectiveness of traffic calming.

*Parking along Lower Street* – The Clerk had spoken to DDC transport about parking in Lower Street, they had agreed to keep a watching brief on the matter.  
**Action Discharged**

The meeting was closed at 7.45pm for a report from PCSO Powlter. The meeting reopened at 7.50pm

**Forthcoming Events****Council Events**

*Christmas Trees* - These would be put up in the next few days.

**Action Discharged**

**Allotment and Leisure Fields****Gun Park**

*Letter from Kent Police – Ref Stabbing in Gun Park -*

The Clerk had written back, Inspector Paul Ludwig had been in touch and would like to attend the January Parish Council meeting. This was agreed.

**Action Discharged**

**Allotments**

The Clerk had spoken to the Allotment holder and been assured that work had started on the site.

**Action Discharged**

The Clerk had met with a contractor to get a quote for clearing the overgrown allotment on the school side. He had informed the Clerk that a skip would be needed to get rid of the non vegetable debris and that it would not be possible to totally remove the bramble roots. A quote would be forwarded soon.

**Action Discharged**

**Pond**

The pot holes by the gate had been repaired.

**Action Discharged**

**5. 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 form.

**6. CORRESPONDENCE****i. Correspondence needing a response/decision**

- i. Kent Police Authority – Policing Kent 2008/09 Survey

Cllr Smith to respond on behalf of the Council.

**Action Cllr Smith**

- ii. Eythorne Parish Council - Asking for Support for a campaign for a fully equipped hospital in Dover (more details in second folder)

The above correspondence was noted by the members.

- iii. Eastern and Coastal Kent PPIF – Health care in Rural Communities Questionnaire

This questionnaire was completed at the meeting.

**ii. Consultation Documents**

- i. DDC – District Strategies for sport and Recreation and Parks and Open Spaces – 2<sup>nd</sup> Stage Consultation

After some discussion it was agreed that no response should be made to this document

03/12/07

**iii. News letters and Circulars**

- i. Clerks and Councils Direct
- ii. ACRK - News
- iii. KAPC Parish News
- iv. The Rural Housing Trust – Through the keyhole report
- v. Local Council Review

The above were noted by the members

**d) Other**

- e) DDC – Removal of Paper bank correspondence

The above was noted by the members.

**7. HIGHWAYS**

- i. Kent Highways Services – Divisional manager leaving

Noted.

- ii. Letter ref parking restrictions Church Street

The suggestion that the PC put flyers on cars and through doors was discussed; the members were not convinced this would solve the problem. It was agreed that Cllr Kenton would try to find out who owned the land between the entrance to Long Drive and the entrance to the farm. He would then speak to DDC transport about the problem. **Action Cllr Kenton**

**8. FINANCE**

- i. To consider the recommendation of the Finance Committee that the draft budget be adopted by the Council.

It was proposed by Cllr Kenton and seconded by Cllr Shevde that the draft budget be adopted. All agreed.

- ii. To consider the recommendation of the Finance Committee that the Parish Council Precept in the amount of £43581 in 2008/09.

It was proposed by Cllr Kenton and seconded by Cllr Shevde that the Parish Council Precept in the amount of £43581 in 2008/09. All agreed.

- iii. Clerks pay review details –

The Clerks current contract includes the following details that should be reviewed in April of each year.

- Salary Scale – Current Scale at SCP 23
- Office Allowance – Currently £20 a month
- House Paid – Currently 74 a month

This was not possible this April as the new pay rates had not been agreed or published. The new salary scales were published in Nov 2007, effective 1<sup>st</sup> April 2007.

The Clerks contract review for 2007 was discussed at the Finance meeting on the 12-11-07, the final outcome of these discussion following talks with the clerk are: -

- New pay rates for SCP 23 adopted
- Increase in office allowance of £2.50 a month to £22.50
- Increase in the number of house paid from 74 to 78.5 a month.

All changes to be backdated to 1-4-07.

- iv. DDC – Precept estimated to DDC by 11<sup>th</sup> Jan 08, Demand by 1<sup>st</sup> Feb 2008

Noted by the members

- v. Request for an increase in the toilet cleaning contract – From £130 to £135 a month from 1-4-08.

It was proposed by Cllr Shevde and seconded by Cllr Hooper that that this increase should be paid.

## 9. ACCOUNTS

Description	Cheq No	Amount	VAT
Environmental Engineer - Nov Street Cleaning	3690	287.50	
Toilet Cleaning Contract	130.00		
Toilet Supplies	6.62		0.74
	<b>136.62</b>	3691	136.62
T. R & C Carpenter-	3692	11.29	1.68
Cllr Smith travelling - ACRK AGM	3693	41.29	
Cllr Hooper travelling - KAPC AGM	3694	51.89	
EDF Energy Final bill Pavilion	3695	37.82	1.81
EDF Energy Parish Room	3696	30.19	1.44
Kemp Bros and Son - Gate Post Allot play area	3697	72.60	
N C Brown - Boiler service Parish Room	3698	45.00	
Southern Water - Allotments	3699	13.06	
Southern Water - Pavilion final bill	3700	51.32	
Clerks Salary Nov	3701	626.93	
H M Revenue and Customs Income Tax	32.92		
Employees NI	26.85		
Employers NI	24.74		
	<b>84.51</b>	3702	84.51
Employees Pension Contribution	43.83		
Employers Pension Contribution	75.25		
	<b>119.08</b>	3703	119.08
Clerks Expenses			
Tiscali - Phone& Broad Band Nov	3704	19.32	2.88

It was proposed by Cllr Hooper and seconded by Cllr Pemble that the above payments should be made. Cllr Smith was the third signature. Cllr Wiles signed cheque Nos. 3693 & 3694.

## 10. PLANNING

### a) Applications

Nothing to discuss

**b) Decisions**

Nothing to discuss

**c) Other**

Nothing to discuss

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

Nothing to discuss

**b) Outside Events**

- i. Kent Highways Services – Prioritising Investment Programme for Kent’s Integrated Network – Seminar Thursday 10<sup>th</sup> Jan Ramada Hotel and Resort Maidstone 9.30– 12.30pm
- ii. DDC – Dover Youth Strategy Consultation Workshop – Wed 12<sup>th</sup> Dec 9 -12.30pm

It was not felt necessary to authorise representation at the above events.

- iii. DDC – Waste Forum – Thur 6<sup>th</sup> Dec 1pm-3pm

Cllr Hooper to attend

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

The Clerk reported that lead had been stolen from the Pavilion Roof some time between 29/11/07 and 4/12/07. This had lead to the roof leaking during the heavy rain on Sunday 4<sup>th</sup> Dec. This had been reported to the insurance company as it was unclear how much damage had been caused.

**b) Gun Park**

- i. Kent Police – Request to attend January Meeting from Inspector Paul Ludwig

The Clerk to compile a list all the questions that had brought up over the pasted months.

**Action Sarah Wells**

**c) Allotments**

Nothing to discuss

**d) Pond**

Cllr Hooper had not yet called a committee meeting to discuss the pond report provided by White Cliffs Country side. The Chairman was concerned that unless some action was taken very soon then the opportunity to undertake any work this winter would be missed. Cllr Hooper to contact white cliffs.

**Action Cllr Hooper**

**e) Allotments Play Area**

Nothing to discuss

**f) Picnic Site**

Cllr Kenton had spoken to an officer from the parks department about what work needed to be undertaken.

**g) Correspondence**

None received

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

Cllr Kemp had checked the area following the bad winds at the weekend there had been no damage sustained..

**b) Recreation Ground****i. Fence**

The Clerk reported that the fence near the church end entrance had been vandalised, the gate post and fence had been broken. She reported that the fence was in a poor state. It was agreed that quotes should be obtained for replacement of the fence. **Action Sarah Wells**

**ii. Bowling Green**

Around the same time as the fencing had been damaged, the bowling green surface had also been damaged. Both these had been reported to PC Wright.

**14. COFFEE BREAK**

Still well attended.

**15. PARADE****i. Comments from Community Safety Grant panel**

It was agreed that the Parade Working Party should meet to discuss progress, the Clerk to arrange with Cllr West. **Action Sarah Wells**

**16. REPORTS****a) Dist Cllrs**

Cllr Kenton gave a report including information on DTIZ, LDF, Bulk waste collection, parking charges and refurbishment of Deal Pier.

**b) Parish Councillors**

- i. Information from KAPC AGM – 10<sup>th</sup> Nov – Cllr Hooper
- ii. Information from ACRK AGM – 22<sup>nd</sup> Oct – Cllr Smith
- iii. STARR Meeting info – Cllr Smith
- iv. Police Liaison meeting – Cllr Smith

The above reports were received.

**17. COMMUNICATION****a) Village News Letter – Feb 2007 Edition**

It was agreed that Cllr Shevde would continue the series of article on Parish Council committees with an article on Highways or Planning. The Clerk to cover supporting local shops and crime reporting, following comment from PSCO Powlter and the community warden that crimes reported to them are not logged..

**b) Mercury Report**

Crime reporting and Parish Council vacancy

**c) Web Site**

As per a & b.

**18. DATE OF NEXT MEETING**

a) The next Ordinary meeting of the Parish Council on Monday 7<sup>th</sup> January 2008

The meeting closed at 8.55pm.