



EASTRY PARISH COUNCIL

3 Gore Terrace, Gore Road, Eastry, Sandwich, Kent, CT13 OLS
Tele 01304 614320

To all members of the Parish Council

7th May 2019

You are hereby summoned to attend the Ordinary Meeting of Eastry Parish Council to be held on Monday 13th May 2019 at 7.30pm at the Parish Room, Church Street, Eastry for the purposes of transacting the following business.

Sarah Wells
Clerk to the Parish Council

AGENDA

1. ELECTION OF CHAIRMAN

To elect a Chairman to act for the coming year.

2. APOLOGIES

To receive and approve apologies for non attendance at the meeting

3. DECLARATIONS

To receive declarations of interests relating to matters included on the agenda.

4. PARISH COUNCIL VACANCIES

Following the election the Parish Council has FOUR vacancies, one person has put themselves forward to fill one of the vacancies, to discuss and if agreed co-opt a candidate to fill one of the vacancies. Section 21 of the Representation of the People Act 1985.

5. ELECTION OF VICE CHAIRMAN

To elect a vice chairman to act for the coming year.

The meeting will be closed so that members of the public can speak.

6. MINUTES OF LAST MEETING

To confirm the following minutes of the Parish Council

- a) Minutes of the Planning Committee Meeting of the Parish Council held on 1st Apr 2019
- b) Minutes of the Ordinary Meeting of the Parish Council held on 1st Apr 2019

7. COMMITTEES, WORKING PARTIES & DELEGATES

To select membership of the following committees

Committees

- a) Finance
- b) Planning
- c) Allotment Committee Reps x 2

Working Parties

- a) Leisure Fields
- b) Pond and Parade
- c) Church Yard and Cemetery

To nominate Councillors to undertake the following roles

Delegates

- a) Risk Assessment
- b) KAPC x 2
- c) Village Hall Committee x 2
- d) Eastry Young Peoples Club x 1
- e) Footpath Officer/s
- f) Councillor responsible for Finance
- g) Community Resilience and Emergency Planning Rep/s

8. REVIEW OF COUNCIL ASSETS AND INVENTORY

To review the inventory of land and assets including buildings and office equipment

9. REVIEW OF PROCESSES AND PROCEDURES

To review and adopt appropriate procedures

- a) Standing orders – Reviewed May 2018
- b) Financial regulations - Jan 2016
- c) Complaints procedure
- d) Freedom of Information Act 2000 request handling
- e) GDPR – May 2018
- f) Press Media policy
- g) Child Protection Policy

10. ACTIONS FROM THE LAST MEETING

To receive information resulting from actions generated at the last meeting.

11. CORRESPONDENCE

To discuss and agree actions relating to correspondence received by the Council.

a) Consultation Documents

b) Newsletters and Circulars

- i) Rural News
- ii) Kent Police – Rural Liaison Team
- iii) KALC News
- iv) Clerks and Councils Direct

c) Other

- i) UK Protect

12. VILLAGE CARETAKER

To discuss and agree actions related to duties of the caretaker.

13. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) KCC Highways and Transport – Highways Improvement Plan
- b) EE487 – Definitive Map modification
- c) Asset Management Highways – Forward planning works programme

14. FINANCE

To discuss Financial matters affection the Council

15. ACCOUNTS

To resolve the approval of payments presented at this meeting

16. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

b) Outside Events

- i) KALC – Communication and Social Media Networking Event – 22nd June 2019
- ii) VE Day 75th Anniversary

17. POND AND PARADE

To discuss matters relating to the Pond, Parade and area behind the bus shelter.

- a) Pond – Licence runs out 30th April 2019

18. ALLOTMENTS

To discuss matters raised by the Allotments Management Committee.

- a) Email – Allotment committee ref water taps on unused section

19. LEISURE FIELDS

To discuss matters relating to the Councils leisure fields and amenities, to receive correspondence relating to leisure fields.

a) Gun Park

- i) Remaining Lime Tree by school fence – Possible work required
- ii) Offer of donated trees
- iii) Email ref accidental fall from Monkey Bars

c) Play Area Improvements

d) Correspondence

20. CHURCHYARD AND CEMETERY

To discuss and agree action on matters relating to land controlled by the Council in and around Church Street.

a) Churchyard & Cemetery

b) Recreation Ground

c) Bowling Green & Parish Room

21. LONGTERM OUTSTANDING ITEMS

- a) Cemetery Extension
- b) Bench by the horse trough – KHS permission forms

22. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

b) Parish Councillors

23. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter

b) Mercury Report

c) Web Site

24. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 3rd Jun 2019

Scheduled dates of meetings

1st Jul 2019 9th Sept 2019 7th Oct 2019 4th Nov 2019