

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD ON  
MONDAY 3<sup>rd</sup> JUNE 2019 AT THE PARISH ROOM AT 7.30pm**

**Present: Councillors**            N Kenton (Chair)        P Bailey            M Pemble        A.Barwick  
  C Boughton                B Read            M Jones

Sarah Wells Clerk to the Parish Council

Dist Cllr S Manion.

**1. APOLOGIES**

D Russell

**2. DECLARATIONS**

None received.

The meeting was closed so Dr Carnegie could speak about possible 900<sup>th</sup> celebrations of the Church.

The Parish Council agreed to send a representative to the next meeting.

**Action Sarah Wells**

**3. MINUTES OF LAST MEETING**

a) RESOLVED the minutes of the Planning Meeting held on the 13<sup>th</sup> May 2019 are duly signed by the Chairman as a true and correct record of the meeting.

b) RESOLVED the minutes of the Annual Meeting of the Parish Council held on 13<sup>th</sup> May 2019 are duly signed by the Chairman as a true and correct record of the meeting.

**4. ACTIONS FROM THE LAST MEETING**

**Churchyard & Cemetery**

*Self sow trees in corner of the rec by the old school building* – Waiting for planning permission to be agreed.

**Action Cllr Jones ongoing**

**Forthcoming Events**

*KALC – Communication and Social Media Networking Event* – 22<sup>nd</sup> June 2019 – Cllr Jones is unable to attend.

**Action Discharged**

*VE Day 75<sup>th</sup> Anniversary* - The Clerk had sent an article to the Village News.

**Action Discharged**

**Allotments**

*Email – Allotment committee ref water taps on unused section* – The Clerk had contacted the allotments Committee Chairman.

**Action Discharged**

**Leisure Fields**

*Email ref accidental fall from Monkey Bars* - The Clerk had looked at the inspection reports and responded.

**Action Discharged**

**5. PARISH COUNCIL VACANCIES**

Following the elections in May 2019, there are currently three vacancies on the Parish Council. These had been advertised in the Village News and the Roundup section of the Mercury. There had been two expressions of interest to date.

**6. CORRESPONDENCE**

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

**a) Consultation Documents**

None received.

**b) Newsletters and Circulars**

None received.

**c) Other**

- i) Kent Household waste recycling centre consultation

Noted by the members.

**7. VILLAGE CARETAKER**

Cllr Barwick had been approached by a member of the public asking for the public toilets to be opened at weekends. This was discussed, however it was felt this was impractical. It was agreed that if there was a special event in the village the toilets could be opened if someone was willing to volunteer to do so.

**8. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) Highways improvement plan

A few ideas were discussed, including double yellow lines in Mill Lane to facilitate passing places, yellow lines at the junction of Mill Lane and Gore Lane to allow the busses room to get round the corner, the moving of the 30mph sign further up Thornton Lane and traffic calming at the lower end of Gore Lane.

The members to have a look around the parish and list any other possible improvements for discussion at the next meeting.

**Action Councillors Ongoing**

**9. FINANCE**

To discuss Financial matters affection the Council

- a) Audit Form Section 1

- i) Consider the findings of the review by the members meeting as a whole  
ii) Approve the Annual Governance Statement by resolution in advance of approving the Accounting Statements.

RESOLVED the Annual Governance Statement should be signed by the Chairman.

- b) Audit Form Section 2

- i) Consider the Accounting Statements by the members meeting as a whole;  
ii) Approve the Accounting Statements by resolution; and

RESOLVED the Accounting Statement should be signed by the Chairman.

The Chairman signed and dated Section 1 and 2 of the Annual return.

**10. ACCOUNTS**

RESOLVED the following payments should be made, proposed Cllr Kemp and seconded by Cllr Bailey.

<b>Receipts May</b>	0.00			
<b>Card Payments</b>	<b>S Wells</b>			<b>VAT</b>
	<b>M Pemble</b>			
Coffee Break - Co-op 17/05/2019	28.55			
Coffee Break - White Mill eggs 17/05/2019	11.00			
	<b>39.55</b>			

May Payments		Cheque No		VAT
Caretakers pay May 2019		STO	687.05	
Clerks Salary May 2019		STO	959.44	
H M Revenue and Customs Income Tax May	12.80			
Employees NI May	42.58			
Employers NI May	48.97			
	<b>104.35</b>	STO	104.35	
Employers Pension Contribution May	209.41			
Employees Pension Contribution May	59.06			
	<b>268.47</b>	STO	268.47	
Harmer & Sons Ground Works - May			698.89	116.48
Trevor Oku - Grass Cutting Church Yard & Cemetery May		STO	220.00	
Business Stream - Allotment Water 18 Jan to 10 May		DD	83.99	
Trees 2 Weeds		BP	1440.00	240.00
David Carr - Internet Jan to Jun 2019		BP	78.00	

## 11. FORTHCOMING EVENTS

To discuss and agree actions relating to events

### a) Council Events

Nothing to discuss.

### b) Outside Events

- i) Kent Digital Accessibility Conference – Thur 6<sup>th</sup> Jun 2019

Noted by the members.

- ii) Save Finglesham Fields campaign meeting – Mon 17<sup>th</sup> Jun 7pm. Northbourne VH  
Cllr Broughton to attend on behalf of the Council.

- iii) Dover Area Committee Meeting – Wed 26<sup>th</sup> Jun – 7.15pm, Phoenix Centre  
Cllr Bailey to attend on behalf of the Council.

## 12. POND AND PARADE

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

- a) Pond – Licence runs out 30<sup>th</sup> April 2019

Cllrs Jones and Kenton to meet and draw up a tree management plan to be sent to the Church Commissioners land agent for discussion before the Licence is discussed.

**Action Cllrs M Jones and N Kenton ongoing**

- b) Bus shelter – glass broken - Cllr Barwick had inspected the site.

RESOLVED the glass panels should be replaced with either marine ply or steel sheets. The Clerk to get the handy man to undertake the work.

**Action Sarah Wells**

## 13. ALLOTMENTS

Nothing to discuss at this time.

#### 14. 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 – Cllr Jones to inspect the tree and ascertain if any work is required. **Action Cllr Jones Ongoing**

ii) Offer of donated trees - Cllr Jones to identify locations and size and species of tree required.

**Cllr Jones Ongoing**

##### b) Play Area Improvements

The Clerk had now met with two play equipment companies and received quotes for the installation of a new Adventure trails. The plans were inspected by the members. It was agreed that some input from users would be needed before a final decision is made on the design. She was now in the process of completing the grant application. **Action Sarah Wells**

##### c) Correspondence

None received.

#### 15. 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

The Clerk reported that the contractor had removed some self-sown trees and some rose bushes that had gone wild.

A site visit is due, Cllr Boughton asked exactly what needed to be inspected, this was discussed.

Cllrs Kemp, Pemble and Boughton to liaise and undertake a visit.

**Action Cllrs Kemp, Pemble and Boughton**

##### b) Recreation Ground

The work to the bank had been completed. The fence now needs to be painted, the Clerk to get quotes.

**Action Sarah Wells**

##### c) Bowling Green & Parish Room

Cllr Barwick had spoken to the architect about the building regulations. They should now be ready to be submitted to DDC, the Clerk to email and ask for them to be submitted by the mid July.

**Action Sarah Wells**

#### 16. LONGTERM OUTSTANDING ITEMS

##### a) Cemetery Extension

*Email from Land Agent* – Cllrs Jones and Kenton to meet and discuss with the land agent at the same time as the Pond discussions. **Action Cllr Kenton**

##### b) Bench by the horse trough

*KHS permission forms* - Waiting for KHS to respond.

**Action Cllr Jones ongoing**

#### 17. REPORTS

To receive written or verbal reports from:-

##### a) Dist Cllrs

Cllr Manion gave a report including information on Town Centre business grants, Armed forces government and a dementia action meeting.

Cllr Kenton gave a reported on cabinet appointment, purchasing of social housing and the open golf arrangements.

**b) Parish Councillors**

Cllr Bailey reported that he was putting the Coffee Break table and chairs out and away more often than he would like. It was agreed that Cllrs Barwick, Kemp, Jones, Bailey and Boughton would take turns to put the chairs out, and that Coffee Break users would be asked to put them away. Cllr Jones to draw up the rota.

**Action Cllr Jones**

**18. COMMUNICATION**

To agree Council communication to the following media:-

**a) Village News Letter**

Next closing date 10<sup>th</sup> July 2019.

**b) Mercury Report**

PC Vacancy.

**c) Web Site**

As required.

**19. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary meeting on 1<sup>st</sup> Jul 2019

**Scheduled dates of meetings**

9<sup>th</sup> Sept 2019 7<sup>th</sup> Oct 2019 4<sup>th</sup> Nov 2019 2<sup>nd</sup> Dec 2019 6<sup>th</sup> Jan 2020

The meeting closed at 9.02pm