

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD ON
MONDAY 1st APRIL 2019 AT THE PARISH ROOM AT 7.30pm**

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

Sarah Wells Clerk to the Parish Council

Dist Cllr S Manion.

1. APOLOGIES

Cllrs L.Bevan-Powell, M Kemp & M Jones

2. DECLARATIONS

None received.

3. MINUTES OF LAST MEETING

a) RESOLVED the minutes of the Ordinary Meeting held on the 4th Mar 2019 are duly signed by the Chairman as a true and correct record of the meeting, with a correction to the spelling of Cllr Russell's forename.

b) RESOLVED the minutes of the Annual Parish meeting are duly signed by the Chairman as a true and correct record of the meeting, with a correction to the list of those present Cllr Russell added.

4. ACTIONS FROM THE LAST MEETING

Churchyard & Cemetery

Self sow trees in corner of the rec by the old school building. Cllr Jones had arranged for the smaller trees to be removed, however two of them are over 75mm thick so will need permission to be removed as they are in the conservation area. **Action Cllr Jones ongoing**

Pond and Parade

Cllr Jones to undertake a survey of the trees to identify any pre-emptive tree work that may be needed before a new licence could be agreed. **Action Cllr Jones ongoing**

Correspondence

Consultation Documents

Green Infrastructure Strategy – Parish/Town Council Survey – The Clerk had responded as agreed.

Action Discharged

Other

Letter from Greville Almshouse Charity – Ref trustee nomination – The Clerk had informed the Clerk to the trustees of the appointment.

Action Discharged

Village Hall Caretaker

Coffee Break – Table and Chairs - the Clerk had written to the Village Hall Committee as agreed. Following the Committee meeting she had held off finding someone to put out the tables and Chairs.

Action Discharged

Forthcoming Events

Council Events

Annual Parish Meeting 19th March – The refreshments had been arranged and the leaflet produced.

Action Discharged

Pond and Parade

Email asking if help needed – The Clerk had responded as agreed.

Action Discharged

Leisure Fields

Gun Park

Lime Trees by school fence – The tree had been removed.

Action Discharged

Churchyard & Cemetery

Quotes to pull back bank - Weeds 2 Trees waste carriers licence and public liability insurance documents had been received and the quote accepted. **Action Discharged**

5. CORRESPONDENCE

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

a) Consultation Documents

None received.

b) Newsletters and Circulars

- i) KALC News
- ii) Clerks and Councils Direct

Noted by the members.

c) Other

- i) Letter from Eastry Village Hall Committee Ref Table and Chairs

The members noted the content of the letter and agreed that they would arrange for the tables and chairs to be put out and put away between themselves.

- ii) NALC Bulletin 29 March
- iii) Fly the Red Ensign for Merchant Navy Day 3rd September

The above was noted by the members.

6. VILLAGE CARETAKER

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

- i) Offer of help litter picking

Cllr Boughton had contacted the volunteer but had not had a chance to talk to him yet.

7. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) Horses using EE241 & EE251

This had been reported to KHS.

8. FINANCE

- a) £588.96 + VAT KALC Membership request

RESOLVED KALC membership should be renewed.

- b) Staff Salary increase as of 1st April 2019, as per current contracts of employment.

The national salary awards for 2018-19 were adopted for use by the Council in Jan 2019. The new salary scales had been revised and been given a new numbering range.

The Clerk is currently paid at SCP27 with an annual increment due in April 2019 making it SCP28 (SCP22), with future annual increments due in April each year to a maximum of SCP34. Under the new pay scales, from April 2019 this equates to scale of SCP22 with future annual increments due in April each year to a maximum of SCP28.

The Caretaker is currently paid at SCP 19 with an annual increment due in April 2019 making it SCP20 (SCP 9). Subject to satisfactory performance, progressing automatically through the range from SCP19 to SCP24, from April 2019 this equates to scale of SCP 9 progressing automatically through the range to SCP 15.

9. ACCOUNTS

RESOLVED the following payments should be made and the listed Standing orders set up.

Card Payments	S Wells				VAT
	APM Refreshments	46.77			
M Pemble					
	Coffee Break - Tesco 04-03-2019	26.55			
	Coffee Break - Co-op 21-3-19	28.95			
	Coffee Break - White Mill eggs	11.00			
		66.50			
Mar Payments			Cheque No		VAT
Caretakers pay Mar 2019			STO UT	656.96	
Clerks Salary Mar 2019			STO UT	910.57	
H M Revenue and Customs Income Tax	3.60				
Employees NI	36.48				
Employers NI	41.95				
	82.03	STO UT	82.03		
Employers Pension Contribution	196.17				
Employees Pension Contribution	55.33				
	251.50	STO UT	251.50		
Opus energy Parish Room gas - 05 Feb to 04 Mar		DD	46.47	2.21	
Harmer & Sons Ground Works – Mar	698.89				116.48
STO Mar	-687.00				
	11.89	BP	11.89		
Trevor Oku - Grass Cutting Church Yard and Cemetery		BP	220.00		
Leaf Tree Service - Gun Park Tree		BP	780.00	130.00	
KALC Membership		BP	706.75	117.79	
DDC Parish Room Rates		BP	81.65		
Safeplay Playground Inspections - operational inspections		BP	106.20	17.70	
G Boorman-Remove damaged bench cemetery & fit new	198.00				
G Boorman - Fit bench Mill Lane bus shelter	170.00				
	368.00	BP	368.00		
M Pemble - Coffee Break cooking costs Jan to Mar 2019			30.00		
Set Up Standing Orders for 2019/20					
Harmer & Son Ground Work 28 Apr 2019 to 28 Mar 2020		STO	698.89		
Trevor Oku 28 Apr 2019 to 28 Oct 2020		STO	220.00		
Caretaker Salary 28 April 2019 to 28 Mar 2020		STO	TBC	Note 1	
Clerks Salary 28 April 2019 to 28 Mar 2020		STO	TBC		
KCC Pension Fund		STO	TBC		
HMRC		STO	TBC		
Note 1 - To be confirmed once HMRC year end completed					

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

Nothing to discuss.

b) Outside Events

Nothing to discuss.

11. 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

The Clerk was waiting for dates from Cllrs Jones and Kenton.

Action Sarah Wells ongoing

12. ALLOTMENTS

Cllr Bailey reported that there had been a water leak on the unused site, this had been fixed by the allotment committee.

13. 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**

Cllr Jones to be asked to inspect the tree and ascertain if any work is required.

Action Sarah Wells

b) Play Area Improvements

The Clerk had looked at the grant forms and needed to get quotes for the Centenary Gardens in order to apply. She had met with one company and would be meeting another on the 16th April 2019.

Action Sarah Wells

c) Correspondence

None received.

14. 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

Nothing to discuss.

b. Recreation Ground

The work had started to uncover the fence.

c. Bowling Green & Parish Room

Cllr Barwick to chase up the architect about the building regulations.

Action Cllr Barwick

15. LONGTERM OUTSTANDING ITEMS**a) Cemetery Extension**

Email from Land Agent - There seemed to be some confusion as to what was expected from the land agent. Cllr Kenton to ring and clarify.

Action Cllr Kenton ongoing

b) Bench by the horse trough

KHS permission forms - Waiting for KHS to respond.

Action Cllr Jones ongoing

16. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Manion reported on activities of DDC enforcement department, cleaning of waste on the M20 and BREXIT preparations.

b) Parish Councillors

None received.

17. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter

Parish Council Accounts.

Action Sarah Wells

b) Mercury Report

As required.

c) Web Site

As required.

18. DATE OF NEXT MEETING

The next meeting of the Council will be the Ordinary meeting on 13th May 2019

Scheduled dates of meetings

3rd Jun 2019 1st Jul 2019 9th Sept 2019 7th Oct 2019 4th Nov 2019

The meeting closed at 8.32pm