

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT THE
PARISH ROOM AT 7.30pm ON MONDAY 5th MARCH 2018**

Present: Councillors	Nick Kenton (Chair)	Annie Wiles	P.Bailey	M.Jones
	C Boughton	M.Kemp	A Barwick	
	L Bevan-Powell	M Pemble	B Read	

Sarah Wells Clerk to the Parish Council

1. APOLOGIES

RESOLVED Cllr Andrew Wiles reasons for absence, working away from home, be accepted by the members.

2. DECLARATIONS

None received.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Planning Committee meeting of the Parish Council held on 5th Feb 2018 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Ordinary meeting of the Parish Council held on 5th Feb 2018 are duly signed by the Chairman as a true and correct record of the meeting.

RESOLVED the minutes of the Extra-Ordinary meeting of the Parish Council held on 26th Feb 2018 are duly signed by the Chairman as a true and correct record of the meeting.

4. ACTIONS FROM THE LAST MEETING

Church Yard & Cemetery

Gravel area on the left hand side of the Church doors. Cllr Boughton said he would lay additional gravel. **Action Cllr Boughton ongoing**

Pond and Parade

Cllr Barwick was concerned that the bush and tree planed next to the wall were getting too big for the area. Cllr Jones to look at the tree. **Action Cllr Jones**

Upgrade the Computer to Windows Pro 10 so that data can be encrypted. – The Clerk was investigating. **Action Sarah Wells ongoing**

Correspondence

Electoral Review of Dover – Warding Arrangements - The Clerk had circulate the DDC proposal for discussion. **Action Discharged**

A Caretaker for Eastry

Extra-Ordinary meeting scheduled for 26th Feb 2018. **Action Discharged**

Finance

Quote for work to produce a Lease with the bowls club – The Chairman of the Bowls Club had agreed to make a 50% contribution towards the cost of drawing up the lease, the Clerk had accepted the offer and asked for the work to proceed. **Action Discharged**

Precept – The Precept demand had been sent to DDC. **Action Discharged**

Forthcoming Events

Annual Parish Meeting - the Girl Guides had agreed to deliver the Annual Meeting agendas on the 4th May. **Action Discharged**

Leisure Fields

Allotments Play Area

Quote to remove play equipment - The Quote had been accepted and the equipment had been removed.

Web Site

The Web Master was meeting with a colleague in Mid-April to discuss the limitations of the web site and would be happy to meet with Council members following this meeting. **Action Discharged**

5. CORRESPONDENCE

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

a) Consultation Documents

- i) Boundary Commission – Electoral Review of Dover

The proposals put forward by DDC were discussed. The members had no comments to make to the consultation.

- ii) Local Government ethical standards – Stakeholder Consultation

Noted by the members, no comments were felt necessary.

b) Newsletters and Circulars

- i) KALC News

Noted by the members

c) Other

- i) Great British Spring Clean
ii) Parishes in Bloom

Noted by the members.

6. A CARETAKER FOR EASTRY

To discuss and agree actions related to employing a caretaker.

- a) Arrange Interviews

RESOLVED Cllrs Kenton, Boughton and Wiles should be authorised to form the interview panel and employ a Caretaker following interviews on the 12th March 2018.

7. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) Street Lighting complaints.

KHS had responded to a parishioner's complaint about broken street lights to say they could not be repaired as the contractors did not have the equipment necessary to do the work safely. The members felt this was unacceptable. The Clerk to respond. **Action Sarah Wells**

- b) Street Lights – Boystown Place

The Clerk had made an enquiry with KHS, the light in question belonged to Dover District Council. She had email DDC to ask if the light is to be replaced, she is waiting for a reply. **Action Sarah Wells**

- c) Village Sign

The missing A's from the two village signs were discussed. Cllr Kemp was willing to replace the letters, however only one of the missing A's had been found. The Clerk to get additional letters cut.

Action Sarah Wells

8. FINANCE

To discuss and agree actions relating to any financial matters presented to the Council.

- a) Statutory Guidance on Local Government Investments

Noted by the members

- b) PC Insurance

Unfortunately the Insurance Company had not responded to the Clerks request for the invitation to be sent out early. The Clerk to ask for an extension to the current policy so that quote could be discussed at the April meeting. **Action Sarah Wells**

- c) Toilet – Contract Payments

The Clerk reported that the contractor was still ill and unable to work. The environmental engineer is covering the work at the moment and claiming overtime.

RESOLVED the payments to the contractor should continue for up to 3 months of sickness in recognition of the nearly 30 years of service to the Parish Council.

d) Grant Application – Eastry Village Hall, Cooker

RESOLVED £300.00 should be granted to the Village Hall as a contribution to the new cooker, however in future the Parish Council would like to see a copy of the Village Hall committees budget and spending plans with any future grant application. The Clerk to inform VH Committee.

Action Sarah Wells

9. ACCOUNTS

RESOLVED the following payments should be made.

Funeral	550.00			
	550.00			
Feb Payments		Payment		VAT
Environmental Engineer - Feb		STO UT	412.50	
Overtime for Toilet Servicing - 23 hrs at £7.50	172.50			
Cleaning materials	18.58			
	191.08	BP	191.08	
Toilet Cleaning Contract Feb	245.00			
Toilet Cleaning Supplies allowance Feb	5.00			
	250.00	STO UT	250.00	
Clerks Salary Feb 2018		STO UT	851.37	
H M Revenue and Customs Income Tax	17.80			
Employees NI	32.96			
Employers NI	37.90			
	88.66	STO UT	88.66	
Employers Pension Contribution	186.15			
Employees' Pension Contribution	52.51			
	238.66	STO UT	238.66	
Harmer & Sons Ground Works - Feb		STO UT	687.00	114.50
Opus Energy - Parish Room Gas 5 Jan to 4 Feb		DD	110.15	
Trevor Oku - Removal of Centenary Gardens play equip		BP	720.00	
Safeplay - Playground Inspections Jan 18		BP	106.20	17.70
G Boorman - Work to secure office cupboards		BP	70.75	
Keep Britain Tidy - Dog Fouling Campaign		BP	360.00	60.00
Clerks Expenses Oct 2017 to Mar 2018		BP	156.00	
L J Chipchase - Christmas Trees 2017		BP	180.00	
Eastry Village Hall - Cooker Grant		BP	300.00	

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

i) WW1 Beacon Lighting 11-11-2018

The Head teacher was happy for the beacon to be within the School curtilage, he suggested it was placed on a section of land rented by the school from the Parish Council. The Clerk contact the school and scouts to agree a location.

Action Sarah Wells ongoing

ii) Annual Parish Meeting 15th May 2018 – Agree Agenda

The meeting to start at 7.30pm, Cllr Pemble and the Clerk to arrange the refreshments.

Action Sarah Wells & Cllr Pemble

The Clerk to invite the County Councillor and other speakers to attend.

Action Sarah Wells

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) Quote to paint railings

RESOLVED the quote to paint the railings should be accepted.

Action Sarah Wells

12. ALLOTMENTS

Cllr Bailey reported that nearly all the plots are have now been let and that a meeting of the Allotment Committee is scheduled for next week.

13. LEISURE FIELDS

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

a) **Gun Park**

Nothing to report.

a) **Allotments Play Area**

i) Play equipment

The Clerk reported that the play equipment had been removed.

ii) Outside Fitness equipment

The possibility of replacing the adventure trail above with outside adult gym equipment was discussed. It was decided that as there had not been a request for this type of equipment from members of the public that no action would be taken at this time. Should this change the subject would be revisited.

b) **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**

i) Quotes to pull back soil from the railings

ii) Quote to paint railings

RESOLVED this work should be postponed until after the new Parish Room had been completed.

c) **Bowling Green & Parish Room**

Cllr Barwick reported that planning permission had now been received.

RESOLVED the Council wished to go ahead with the project to produce a New Parish Room and Club house as per planning application DOV/17/01483.

Cllr Barwick to get a quote from the Architect to produce the relevant documentation needed to apply for building regulation.

Action Cllr Barwick

Funding for the project was discussed, the Clerk reported that at the moment the Parish Council had funds in the capital account, £23,000 had been budgeted for this project in the 2018/19 revenue budget and £37,500 was still being held by DDC from the 106 agreement from the Hammill Brickworks development.

RESOLVED the Clerk should ask DDC to release the £37,500 106 agreement funds so they could be used on the New Parish room and Club house project.

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

Cllr Kenton had spoken to the local resident about the purchase of the field to extend the Cemetery. Cllr Kenton to speak to the Land Agent **Action Cllr Kenton ongoing**

b) Bench by the horse trough – KHS permission forms

Cllr Jones is still waiting for a response from KHS, it was agreed that County Cllr Chandler should be asked to chase. **Action Cllr Jones Ongoing**

c) Footpath EE256 – Behind Whitewood Road

The Clerk had received a phone call ref the above path. The first part of the path is very overgrown, however there is a Gentleman who is willing to keep it cut back if an initial cut can be arranged. Cllr Jones to take a look. **Action Cllr Jones ongoing**

16. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllrs Manion and Kenton gave reports including information of DDC budget setting, Boundary changes and enforcement issues.

b) Parish Councillors

Cllr Bevan-Powell reported on the problems with inconsiderate and illegal parking outside the Chemist shop. He had spent some time watching the area and was astounded at some of the dangerous parking that was taking place on a regular basis. The Clerk to contact DDC enforcement officers and ask if they could come out and inspect the area more regularly. **Action Sarah Wells**

17. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter

The Clerk has asked the Editor if the dog fouling “We’re Watching You” campaign poster could be printed on the front cover of the next issue of the EVN. She had also put an article in the magazine as per the press release from Keep Britain Tidy. The posters would be put up in the village nearer the EVN publication date.

RESOLVED the EVN should be offered a contribution of £100.00 if they could print the poster.

Action Sarah Wells

b) Mercury Report

As required.

c) Web Site

As required.

18. DATE OF NEXT MEETING

The next meeting of the Council is the Ordinary meeting on the 9th April 2018.

Scheduled dates of meetings

14 th May 2018	15 th May Annual Parish Meeting	4 th Jun 2018	2 nd Jul 2018
3 rd Sept 2018	1 st Oct 2018	5 th Nov 2018	3 rd Dec 2018

The meeting closed at 9.12pm