

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT THE
PARISH ROOM AT 7.30pm ON MONDAY 8th JANUARY 2018**

Present: Councillors Nick Kenton (Chair) Annie Wiles P Bailey
 M.Jones C Boughton M.Kemp
 B Read,
Sarah Wells Clerk to the Parish Council

1. APOLOGIES

Cllr L Bevan-Powell, A.Barwick & M Pemble

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

2. DECLARATIONS

Cllr Jones declared a prejudicial interest in the quotes to remove dead trees from the Gun Park as his company had quoted.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Planning Committee meeting of the Parish Council held on 4th Dec 2017 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 4th Dec 2017 are duly signed by the Chairman as a true and correct record of the meeting.

4. ACTIONS FROM THE LAST MEETING

Highways

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

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

Correspondence

KALC Community Award Scheme - The members agreed on a nominee for the award. The Clerk to forward the nomination to KALC.

Action Sarah Wells ongoing

Highways

Dirty Signs - The Clerk had spoken to the window cleaners and they require a list of all the signs that need cleaning, the Clerk had approached KHS for a list of signs in the parish, unfortunately this does not exist. The Clerk asked that all members take note of dirty signs and let her know the location.

Action Councillors ongoing

Correspondence

Volunteer Support Warden Scheme – The Clerk had informed the Community Support Team.

Action Discharged

A Caretaker for Eastry

A draft job description had been produced.

Action Discharged

Finance

The Finance meeting had been called.

Action Discharged

Forthcoming Events

General Data Protection Regulations Workshop -14 Dec 2017 £30.00 – The Clerk had attended the event. **Action Discharged**

Pond and Parade

Cllr Barwick was concerned that the bush and tree planed next to the wall were getting too big for the area. The Clerk to discuss with the contractor and have them cut back at the appropriate time.

Action Sarah Wells ongoing

Pond railings - It was agreed that now the railing were clear that they could do with washing to remove the mud and debris. The Clerk to make the arrangements. **Action Sarah Wells ongoing**

Leisure Fields

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

Gun Park

Dead trees to be removed. - Quotes to be discussed later in the meeting.

Action Discharged

Allotments Play Area

Removal of playdale equipment - The Clerk to had asked for a quote.

Action Discharged

Recreation Ground

Hedge – The hedge had been removed and the rats seemed to have move on.

Action Discharged.

Bowling Green & Parish Room

The Clerk had contacted Invicta Law services and closed the account.

Action Discharged

5. CORRESPONDENCE

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

a) Consultation Documents

- i) Kent Mineral and Waste Local Plan (KMWLP) 2013-30 Consultation

Noted by the members, no response was felt necessary.

b) Newsletters and Circulars

- i) KALC Parish News - Noted.

c) Other

- i) The Kent Tree and Pond Warden Schemes - Noted.

6. A CARETAKER FOR EASTRY

The job description was discussed, it was felt that some of the items listed were to skilled for the level of pay being discussed.

RESOLVED a job advert should be put in the new Village News. And the Clerk should amend the job description to remove the more skilled tasks. **Action Sarah Wells**

7. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) Street Lights.

Cllr Read reported that a Street Light in Boystown Place had been half removed, this left the area very dark and she wondered if the light would be replaced. The Clerk to enquire. **Action Sarah Wells**

Cllr Wiles said the Street Light outside her house was still not working, the Clerk to investigate.

Action Sarah Wells

8. FINANCE

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

- i) General Data Protection Regulations Workshop Report

The Clerk had attended the workshop. She reported that there are still some uncertainties as the legislation has not been fully drawn up yet, however two things that do need doing are:-

- 1) Upgrade the Computer to Windows Pro 10 so that data can be encrypted.
- 2) All cupboards and draws to be lockable.

RESOLVED the Clerk to make the necessary arrangements.

Action Sarah Wells

9. ACCOUNTS

RESOLVED the following payments should be made.

Receipts Dec				
Allotment Rent	28.40			
	28.40			
Card Payments Oct - Jan				
M. Pemble Coffee Break - Coop 01/12	28.14			
Coffee Break - Coop 13/12	17.21			
Coffee Break - Coop 02/01	30.00			
Coffee Break - White Mill 01/12	11.00			
	86.35			
S.Wells Postage 09/10	15.60			
	Postage 29/11	32.50		
	48.10			
Oct Payments		Cheque No		VAT
Environmental Engineer - Dec		STO UT	412.50	
Toilet Cleaning Contract Dec	245.00			
Toilet Cleaning Supplies allowance Dec	5.00			
	250.00	STO UT	250.00	
Clerks Salary Dec 2017		STO UT	796.13	
H M Revenue and Customs Income Tax	1.35			
Employees NI	22.53			
Employers NI	25.91			
	49.79	STO UT	49.79	
Employers Pension Contribution	169.21			
Employees Pension Contribution	47.73			
	216.94	STO UT	216.94	
Harmer & Sons Ground Works - Nov		STO	687.00	114.50
Opus Energy parish Room Gas		DD	26.08	1.29
Cemetery&Churchyard Service - Church St hedge removal		BP	400.00	
Oak and Country Ltd - Parish room plans and application		BP	816.25	
Web Site Fees Jul-Dec 2017		BP	71.76	
Safeplay Playground Services Ltd		BP	106.20	17.70

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

b) Outside Events

- i. The Lord-Lieutenant of Kent Civic Service – Tue 20 Mar 2018

The members did not wish to attend.

11. POND AND PARADE

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

a) Tree Pond

A couple of limbs had been blow off trees at the pond, these had been reported to the Church Commissioner land agent and they would send out a tree surgeon.

12. ALLOTMENTS

Nothing to discuss.

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) Quotes for Dead trees to be removed.

Cllr Jones withdrew from the meeting.

RESOLVED the quote from Leaf Tree Services should be accepted.

Action Sarah Wells

b) Allotments Play Area

- ii) Dog Fouling – Path Mill Lane to top of Gun Park - Signage

The Clerk had contacted Keep Britain Tidy. There signs for the “We are Watching You Campaign” were £25.00 each, but there is a minimum order of 10.

RESOLVED the Clerk should contact neighbouring Parishes to see if they would be willing to share an order.

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

It was felt that now the hedge had been removed the earth leaning on the fence needs to be cleared, graded and reseeded. The Clerk to get some quotes.

Action Sarah Wells

c) Bowling Green & Parish Room

- i) Lease for Bowling Green

The lease was discussed, it was felt that it did not meet the needs of the Council and that a new company should be engaged to produce a new lease from scratch for just the bowling green. Cllr Wiles said she knew of a lease writing service and would contact them for a quote.

Action Cllr Wiles

ii) Youth Club

The Chairman of the Youth Club had offered to let the Parish Council use the upstairs rooms as an office and meeting room. Cllr Boughton, Kemp and Kenton had met with the youth Club trustees and inspected the rooms. Although the area was nice it is on the first floor and had no disabled access. Also it is not just the PC that use the Parish Room, it is also used by the Bowling Club, Girl Guides, EVN and Neighbourhood watch.

The Clerk to write to the Youth Club trustees and explain the PC is committed to the rebuild and thank them for the offer, and ask if it would be acceptable for the PC to use the youth club for meetings during the build.

Action Sarah Wells

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

16. REPORTS

To receive written or verbal reports from:-

a) **Dist Cllrs**

Cllr Manion gave a report including information on the opening of St James Park and Betteshanger Mining Museum.

Cllr Kenton reported on the state of the district and enforcement issues.

b) **Parish Councillors**

None received.

17. COMMUNICATION

To agree Council communication to the following media:-

a) **Village News Letter**

Village Caretaker

b) **Mercury Report**

As needed.

c) **Web Site**

As needed.

18. DATE OF NEXT MEETING**Scheduled dates of meetings**

Finance Committee 15th Jan 2018

Ordinary Meetings 5th Feb 2018

5th Mar 2018

2nd Apr 2017

Closed at 9.05pm