

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT THE  
PARISH ROOM AT 7.30pm ON MONDAY 4<sup>th</sup> DECEMBER 2017**

**Present: Councillors**            Nick Kenton (Chair)            Annie Wiles            A.Barwick  
    P Bailey                            M Pemble                L Bevan-Powell  
    M.Kemp,                         B Read,                    C Boughton  
 Sarah Wells Clerk to the Parish Council

**1. APOLOGIES**

Cllr M.Jones

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 13<sup>th</sup> Nov 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 13<sup>th</sup> Nov 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**

*Complaint ref roads, Paths and dog fouling Lower Street* – The Clerk had responded.

**Action Discharged**

*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**

**Pond and Parade**

*Parade – The Contractors had been back and tidied the area.*

**Action Discharged**

Pond - the edge of the pond under the railings had been cleared.

**Action Discharged**

**Leisure Fields****Gun Park**

*Play area Inspections* - The quote from Wicksteed for all the work in Gun Park play area and the wheeled sports facility had be accepted. **Action Discharged**

*Request for a Colour Run – Eastry Scouts* – The Clerk had responded to the Scouts. **Action Discharged**

**Allotments Play Area**

*Play area Inspections* - Cllr Jones had been unable to attend so Cllr Boughton had undertaken the inspection alone. He had provided a report for discussion later in the meeting. **Action Discharged**

**Churchyard & Cemetery****Bowling Green & Parish Room**

*Quotes for tree work* – The Bowls club had agreed to pay and the work and the quote had been accepted. Because the tree is in a conservation area a tree works application needs to be submitted.

**Action Discharged**

*New Building* – The Clerk had asked the Chairman of the Youth Club for dates. It was agreed the members would visit the youth club building at 6pm on Mon 11<sup>th</sup> Dec. **Action Discharged**

**5. CORRESPONDENCE**

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

**a) Consultation Documents**

- i) Help Kent Fire and Rescue Service – Safety and Well-Being Plan and Council tax consultation
- ii) Kent Police and Crime Commissioners Annual Policing Survey
- iii) KCC Consultation – Gypsy & Traveller Site allocation Policy – Deadline 20<sup>th</sup> Dec 2017

The above were discussed and noted by the members.

**b) Newsletters and Circulars**

None received.

**c) Other**

- i) Volunteer Support Warden Scheme

RESOLVED the members would be happy to meet the costs should a volunteer be identified. The Clerk to inform the Community Support team. **Action Sarah Wells**

**6. A CARETAKER FOR EASTRY**

Cllr Boughton outlined the scheme and some discussion took place on the possible tasks that could be undertaken by a caretaker, these included handyman type repair jobs, sign cleaning, looking after the garden area behind the bus shelter and the Parade. It was agreed that Cllr Boughton and the Clerk should produce a draft job description. **Action Sarah Wells & Cllr Boughton**

**7. HIGHWAYS**

Nothing to discuss.

**8. FINANCE**

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

- a) 2018/19 – budget Talks

It was agreed the Clerk would produce a draft budget including, possible replacement play area/outside gym, village caretaker, Volunteer support warden, and WW1 beacon. The Finance Committee to meet on Monday 15<sup>th</sup> January to discuss and make recommendation to full Council meeting on the 5<sup>th</sup> Feb 2018. **Action Sarah Wells**

## 9. ACCOUNTS

RESOLVED the following payments should be made. Proposed Cllr Bailey and seconded by Cllr Read.

<b>Receipts Oct</b>				
Allotment Rents UT	275.90			
Memorial UT	50.00			
	<b>325.90</b>			
<b>Nov Payments</b>		<b>Cheque No</b>		<b>VAT</b>
Environmental Engineer - Nov		STO UT	412.50	
Toilet Cleaning Contract Nov	245.00			
Toilet Cleaning Supplies allowance Nov	5.00			
	<b>250.00</b>	STO UT	250.00	
Clerks Salary Nov 2017		STO UT	796.13	
H M Revenue and Customs Income Tax	1.35			
Employees NI	22.53			
Employers NI	25.91			
	<b>49.79</b>	STO UT	49.79	
Employers Pension Contribution	169.21			
Employees' Pension Contribution	47.73			
	<b>216.94</b>	STO UT	216.94	
Harmer & Sons Ground Works - Nov		STO	687.00	114.50
Gary Boorman - Repairs to basket bin in Cemetery		BACS	21.00	
SLCC membership		BACS	82.55	
KCC - Stationery		BACS	48.36	8.06
BT - Bill email account		BACS	4.84	
Brewers Shoe Ltd - Allotment keys		300030	11.00	

## 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**

### b) Outside Events

#### i. General Data Protection Regulations Workshop -14 Dec 2017 £30.00

RESOLVED the Clerk should attend this training event.

**Action Sarah Wells**

## 11. 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**

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**

**12. ALLOTMENTS**

To discuss matters raised by the Allotments Management 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) Dead trees to be removed.

Quotes had been requested. The Clerk to email the quotes once received to allow work to be undertaken during the school holidays if possible. **Action Sarah Wells**

**c) Allotments Play Area**

- i) To review the report from Cllr Boughton and agree the future of this play area.
- ii)

RESOLVED the play area wooden adventure trail should be removed and all holes backfilled.

**Action Sarah Wells**

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

The Clerk had received a complaint about dog fouling on the above path. The problem had been reported to DDC however the complaint reported that there were no signs in the area.

RESOLVED the Clerk to get some signs and put on the allotment fence.

**Action Sarah Wells**

**d) 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) Letter from DDC environmental Control Ref Rats
- ii) Quotes for removal of hedge running parallel to Church Street

RESOLVED the hedge should be removed as soon as possible.

RESOLVED the quote from Trevor Oku for £400.00 was accepted.

**Action Sarah Wells**

**c) Bowling Green & Parish Room**

- i) Plans new building

Cllr Barwick reported that the plans had been submitted to Dover District Council.

- ii) Draft 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**

The Clerk to contact Invicta Law services and close the account.

**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**

- c) Adventure Trail Stepping Post

To be removed as agreed earlier.

## 16. REPORTS

To receive written or verbal reports from:-

### a) Dist Cllrs

Cllr Kenton gave a brief reports on the activities of DDC.

### b) Parish Councillors

Cllr Read gave a report on detail at the Youth Club

## 17. COMMUNICATION

To agree Council communication to the following media:-

### a) Village News Letter

Allotments available.

### b) Mercury Report

As required.

### c) Web Site

As required.

## 18. DATE OF NEXT MEETING

The next meeting is the ordinary meeting on Mon 8<sup>th</sup> Jan 2018. Followed by a Finance Committee meeting on Monday 15<sup>th</sup> Jan 2018

### Scheduled dates of meetings

5<sup>th</sup> Feb 2018

5<sup>th</sup> Mar 2018

2<sup>nd</sup> Apr 2017