MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT THE PARISH ROOM AT 7.30pm ON MONDAY 7th NOVEMBER 2016

Present: Councillors	N Kenton (Chairman)	M Pemble	B Read
	Annie Wiles	P Bailey	A Barwick
	M Jones		

Sarah Wells Clerk to the Parish Council 1 Member of the Public

1. APOLOGIES
Cllrs L Bevan-Powell, M Kemp & Andrew Wiles. Dist Cllr Manion

The meeting was closed so the members of the public could speak. The council were handed a petition concerning the increasing numbers of Seagulls in the Village.

It was agreed the Clerk would contact DDC to see if any action could be taken.
Action Sarah Wells

Problems with the street cleaners were also discussed. It was agreed the Clerk should report this to DDC and ask for inspections to be undertaken. **Action Sarah Wells**

The meeting re-opened at 7.28pm

2. DECLARATIONS
None received

3. PARISH COUNCIL VACANCY
The Clerk reported that vacancy left by the sad death of Sandra Hooper was currently being advertised by DDC. The expiry date of the advert is the 16th Nov. It was agreed that once the advert expires and assuming that no election is called that an advert should be put into the Village News asking for applications for the seat on the Council. **Action Sarah Wells**

4. MINUTES OF LAST MEETING
RESOLVED the minutes of the Ordinary meeting of the Parish Council held at 7.30pm on 3rd Oct 2016 are duly signed by the Chairman as a true and correct record of the meeting.

5. ACTIONS FROM THE LAST MEETING
Highways
Bench by the horse trough KHS permission forms – Cllr Jones had spoken to Kent Highway Services, the application was being progressed. **Action Cllr Jones Ongoing**

Church Yard & Cemetery
Extension to Cemetery - Cllr Kenton had spoken to the local resident about the purchase of the field to extend the Cemetery. They had agreed that a meeting with the Council would be useful, Cllr Kenton to arrange. **Action Cllr Kenton ongoing**

Communications
Cllr Jones suggested that the Council implement an email information service for local residents that sign up to the service, this would allow fast communications to local residents. He would speak to David Carr to see if the current web site was able to facilitate this service.
Action Cllr Jones ongoing

Correspondence
Complaint Ref Dog Fouling – The Clerk had forwarded an article to the Village News editor.
Action Discharged

Planning
DOV/16/01026 - Land SW at Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0FF –
The Clerk had responded as agreed. **Action Discharged**

2016/17 Budget Talks
The Clerk asked if the members wished to add any new projects to the budget for next year. Cllr Andrew Wiles asked if a New Website that was more mobile friendly would be advantages, it could be built to allow email alerts and help with communications. After some discussion this was felt to be a good idea. Cllr Wiles to look into possible options. **Action Cllr Andrew Wiles ongoing**

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

a) Consultation Documents
None received.

b) Newsletters and Circulars
i) Clerks and Councils Direct
ii) NALC – National bulletins
Noted by the members.

c) Other
i) KALC Community Award Scheme
RESOLVED this should be advertised so that local residents could make nominations.
Action Sarah Wells

ii) Kent Police – Rural Policing Update
Noted by the members.

7. HIGHWAYS
To discuss and agree actions relating to highways issues

a) KCC – Dover Operations Team
Noted by the members.

b) SID Provision
There was some concern about the post to be erected on the entrance to the field next to the pond. The Clerk to arrange a site meeting with KHS, Cllr Kenton and Cllr Barwick. **Action Sarah Wells**

c) Footpath running from Mill Lane to Wilmott Place
Cllr Read reported that this path was breaking up in places. The Clerk to inspect and inform PROW
Action Sarah Wells

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

a) Budget v Actual to 30th Sept 2016
RESOLVED the accounts should be adopted by the Council. See appendix A.

b) Bank error
Double payment of the standing order for Clerks Salary the money had been returned

c) Estimate of Fees for Architect and first invoice – New Parish Room project
RESOLVED the estimate should be accepted and the payment made, however the acceptance should make it clear that for this fee must cover all the work required up to the receipt of a planning decision from DDC. The Clerk to write to the Architect. **Action Sarah Wells**

d) Grant Application - Additional Information from Building Blocks for Babies and Tots as requested by the Finance Committee

The information had been inspected and was discussed. The Group still did not have a bank account set up. The members were unable to authorise grant funding at this time. **Action Sarah Wells**

9. ACCOUNTS

RESOLVED the following payment should be made.

Receipts Oct				
Allotment Rent	835.72			
Nov Payments		**Cheque No**		**VAT**
Environmental Engineer - Nov		STO	398.75	
Toilet Cleaning Contract Nov	245.00			
Toilet Cleaning Supplies allowance Nov	5.00			
	250.00	STO	250.00	
AJL Garden Services Sept		STO	638.82	
British Gas Parish Room Gas		UT DD	1.02	0.04
Clerk Expenses and Reimbursement Jan to Oct 2016				
Office Allowance 10 x 22.50	225.00			
Phone Jan to Oct	112.90			
Broadband	51.61			
	389.51	UT BACS	389.51	
KCC Legal Fees Sept		UT BACS	64.80	10.80
Village Hall Hire Coffee Break - Jul-Sept		UT BACS	308.00	
British Gas Parish Rm- Elect Mtr 1610		UT BACS	30.47	1.45
British Gas Parish Rm- Elect Mtr 1656		UT BACS	23.26	1.10
G Boorman - Paint bollards,remove broken gravel brds		UT BACS	94.00	
T R&C Carpenters - Wheel Barrow & Brushes		300019	52.78	8.80
KALC - Allotment management Training		300020	72.00	12.00
Coffee Break Refreshments		300021	89.31	
Oak & Country Ltd - Plans New Parish Room		300022	4,312.50	

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

i) Christmas Trees and Lights

Cllr Jones had sourced the Christmas Trees for the Village Hall and the Five Bells. It was agreed the trees would be put up on the weekend of the 27th Nov 2016. **Action Cllr Jones**

The Clerk reported that unfortunately it was not possible to mount the small Christmas Trees on the lamp posts in the village. The trees have too much surface area for the size of the lamp posts and this could be hazardous in high winds. It was agreed that local residents in the High Street should be approached in the spring to see if they would allow hanging basket brackets to be erected on their properties to allow for small trees to be installed next year. To be discussed in March 2017.

b) Outside Events

i) KALC Dover Area Committee meeting 26th Oct 2016

Cllr Bailey had attended.

ii) KALC – AGM – Sat 19th Nov – Ditton Community Centre

Noted by the members.

11. POND AND PARADE

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

a) Signs – The Clerk had spoken to the butcher and he had agreed to display a no skateboarding etc. sign in his window, the Clerk will now order a sign.

Action Sarah Wells ongoing

b) Cllr Bailey had been approached by a local resident who had seen a large number of Rats at the pond. It was agreed that Clerk should contact a pest control firm to seek possible solutions. **Action Sarah Wells**

12. ALLOTMENTS

The Clerk reported that all rents had now been received. Cllr Bailey informed the meeting that there had been no volunteers to join the 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) Letter ref Skate park

An email had been received ref the operating parameters of the skate park. After some discussion the members agreed that the current parameters should not be changed. The Clerk to respond.

Action Sarah Wells

ii) Safety Inspection report

It was agreed that Cllr Jones would look at the stepping posts flagged by the report.

Action Cllr Jones

c) Allotments Play Area

i) Ground work Spec all area

The Clerk had made some amendments to the spec, the Cemetery was discussed and it was agreed that weed killing round the stones may reduce problems with grass on the monuments.

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.

c) Churchyard & Cemetery

i) Grave Diggers Shed

Both the PCSO and the Rev Ridley had approached the Clerk about the grave diggers shed as it was being used as a gathering place for youths. The PC had stopped repairing the doors as the shed was constantly broken into, the possibility of removing the shed was discussed. The Clerk to check with the grave digger. Cllr Jones to inspect the shed. **Action Sarah Wells and Cllr Jones**

ii) Request for Grass Matting Provision – Walkway across Cemetery

It was agreed that the Clerk should get some quotes for the work. **Action Sarah Wells**

iii) Hedge Cutting – Ground work spec

This had been discussed under the ground work spec.

d) Recreation Ground

Nothing to discuss.

e) Bowling Green & Parish Room

i) Request from the Bowling Club for the tree overhanging the Green to be pollarded

Cllr Jones said he would inspect the tree. **Action Cllr Jones**

ii) Lease ready for signature

Cllr Barwick pointed out a number of issues with the lease. It was agreed this matter should be put on hold while the plans for the new Parish Hall building were being progressed.

15. LONGTERM OUTSTANDING ITEMS

a) Parade Layby

The Clerk reported that the work to impose parking restrictions had been advertised to add a section of double yellow lines across the access required for the building behind the Parade.

b) School Parking

Cllr Jones is still progressing

c) Gun Park Footpath (Running Parallel to Willmott Place)

The Clerk had contacted PROW but had not received a response. It was agreed she should contact DDC to see if they would take any action. **Action Sarah Wells**

16. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Kenton gave a report on the activities of DDC.

b) Parish Councillors

Cllr Baily reported on the KALC Dover Area Committee meeting. Kent Highway Services are reducing the number of cuts of highway verges from 8 to 6 times a year to save money. They are suggesting that should local Parish and Town Council wish more frequent mowing they could take over the maintenance of these verges.

17. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter

KALC Community Awards. Parish Council vacancy.

b) Mercury Report

c) Web Site

As required.

18. DATE OF NEXT MEETING

Scheduled dates of meetings

5th Dec 2016 9th Jan 2017 6th Feb 2017 6th Mar 2017

The meeting closed at 8.50pm