

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT
THE PARISH ROOM AT 7.30pm ON MONDAY 3rd OCTOBER 2016**

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

Sarah Wells Clerk to the Parish Council Dist Cllr Manion

1. APOLOGIES

Cllr L Bevan-Powell

Cllr Kenton welcomed everyone and asked that the following resolution be passed.

RESOLVED This Council records the sense of loss it feels on the sad passing of Cllr Sandra Hooper and extends to her family and friends our heartfelt sympathy to them in their sad bereavement.

The meeting was closed the members then received a presentation from MPL Group ref a future application for Wells Farm, Selson Lane.

Also in attendance were representatives from Quinn Estates who spoke about the current application for the Hammill Brickwork site.

The meeting re-opened at 7.55pm

2. DECLARATIONS

None received

3. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary meeting of the Parish Council held at 7.30pm on 12th Sept 2016 are duly signed by the Chairman as a true and correct record of the meeting.

4. 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**

Finance

Second Current account – The Clerk had the forms needed to open a second Current account, and apply for debit cards. **Action Discharged**

Pond and Parade

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**

Leisure Fields

Footpath running parallel to Wilmott Place – The Clerk had email the PROW Officer asking if the path could be added to the PROW definitive map, she was waiting for an answer. This matter to be added to the list of long term items. **Action Sarah Wells**

The Clerk had updated the ground work specification for all areas.

Action Discharged

Bowling Green & Parish Room

Letter Ref proposal for new building – Cllr Barwick had arranged for new plans to be produced.

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) Clerks and Council Direct
- ii) KALC Parish News

Noted by the members.

c) Other

- i) Complaint Ref Dog Fouling

The complaint reported that a lot of complaints had been made on social media, however the Clerk had received no reports or complaint. It was agreed that an article should be put in the Village News. **Action Sarah Wells**

- ii) Letter from Hobbs and Parker Ref Gore Lane proposal

Noted by the members.

6. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) SID Quotation – Direction of read from each location

The Clerk reported that the post agreed to at the last meeting in Lower Street would only function in one direction, entering the village. After some discussion it was agreed this would be sufficient. The Clerk to go ahead with the order. **Action Sarah Wells**

7. PLANNING

To discuss planning application received for comments from DDC

- b) **DOV/16/01026**

Proposal: Hybrid planning application: (i) Outline planning permission (with all matters reserved except access) for the erection of 18 dwellings, accesses/roads, parking, associated services, infrastructure, groundworks and landscaping; and (ii) Full application for the change of use of two engine sheds to office accommodation and 5no. residential dwellings, associated parking, services, infrastructure, sub-station, landscaping, groundworks, attenuation features and earthworks

Location: Land SW at Hammill Brickworks, Hammill Road, Woodnesborough, CT13 0FF

RESOLVED the members had no objections in principle, however they would expect an additional contribution to the local community, as this site is uncontaminated it would expect a similar level of contribution as had been made with the original application. **Action Sarah Wells**

8. FINANCE

- a) New current Account and debit card applications, the forms were signed in accordance with the bank mandate and the following resolution passed.

RESOLVED

- the Cardholder (who are also authorised signatories to the bank account) are authorised to request and be issued with Debit Card and debit card details (including replacement cards, card details and security details) for use in relation to the operation and the giving instructions in relation to the bank account.
- the Signing Rules contained in the mandate provided to operate the bank account listed be supplemented (but not replaced) by the additional cards transaction authorisation rules which will apply to the operation of the bank account using a debit card and debit card details. The current mandate to operate the bank account shall accordingly continue as supplemented and amended.
- the Customer agrees to be bound by the debit card terms contained in the application form and any amendments made to them from time to time. These terms apply in addition to the terms and conditions for the bank account, which shall not be prejudiced or affected by the debit card terms.
- the customer agrees that all transactions authorised by a duly authorised debit cards should be debited to the bank account and that the customer accept liability for any unarranged overdraft resulting from any such transaction that cardholders may use their debit card to order cheque books and statements and to obtain details of balances on an account.
- the Bank may continue to rely on this resolution until it is revoked in writing by a suitably authorised notice to the bank.

b) 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 A Wiles

9. ACCOUNTS

RESOLVED the following payments should be made, proposed Cllr Jones and seconded by Cllr Bailey.

Receipts Sept				
	0.00			
Oct Payments		Cheque No		VAT
Environmental Engineer - Sept		STO	398.75	
Toilet Cleaning Contract Sept	245.00			
Toilet Cleaning Supplies allowance Sept	5.00			
	250.00	STO	250.00	
AJL Garden Services Sept		STO	638.82	
Clerks Salary Sept 2016		STO	781.47	
H M Revenue and Customs Income Tax	0.95			
Employees NI	21.43			
Employers NI	24.10			
	46.48	STO	46.48	
Employers Pension Contribution	132.70			
Employees' Pension Contribution	46.78			
	179.48	STO	179.48	

Quality Fencing - Gun Park entrance		BACS UT	597.60	99.60
PKF Littlejohn - 2015-16 Audit		BACS UT	360.00	60.00
KCC Supplied - Stationery		BACS UT	51.96	8.66
To be paid 28-10-16				
Clerks Salary Oct 2016 + Back pay since Apr		BACS UT	824.57	
H M Revenue and Customs Income Tax	13.80			
Employees NI	29.57			
Employers NI	33.46			
	76.83	BACS UT	76.82	
Employers Pension Contribution	143.28			
Employees' Pension Contribution	50.51			
	193.79	BACS UT	193.79	
Authorise Standing Orders - Clerk Salary Nov-Mar				
Clerk Salary Nov - First payment 28-11-16		STO UT	786.84	
H M Rev and Cust - First Payment 7-12-16		STO UT	50.28	
KCC Pension Fund - First payment 7-12-16		STO UT	181.27	

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

i) Christmas Trees and Lights

Cllr Jones to source and arrange delivery of Christmas Trees for the Village Hall and the Five Bells.

Action Cllr Jones

The members had been impressed with the solar trees available to hire from plant scape, it was felt that four of these in the High Street would add to the festive arrangements. They cost between £75 and £95 each, this included installation, programming and maintenance during the hire period.

RESOLVED the Clerk should order the 4 trees and brackets.

Action Sarah Wells

b) Outside Events

i) Kent Highways Parish and Town Seminar – Fri 21st Oct 9am – Kent Spitfire Ground

ii) Dover, Deal & District Citizens Advice AGM – 6th Oct 2016 12.30pm

11. POND AND PARADE

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

a) Pond and Parade

The Parade benches are in need of work as the wood is very warped and splintered, it was agreed that the original metal frames should be utilised as removing them would be very difficult and could cause damage to the paving. Cllr Jones had spoken to some companies that specialise in woodwork however this job was smaller than they usually deal with. It was agreed the Clerk should try some local carpenters and look into a plastic wood solution.

Action Sarah Wells

12. ALLOTMENTS

The Clerk had attended a training event of Allotment Law and Management, she reported that the recommendation from the solicitor running the event is that Allotments should be run by an Allotments Association with little input from the Parish Council. This was discussed. It was agreed that the future running of the allotments should be considered at a future date.

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) Ground work Spec all area – Future of area opposite the Scout HQ.

RESOLVED the area opposite the Scout HQ, although not the property of the Parish Council should be added to the contract as it is not regularly mowed by Kent highway Services. The Clerk to send the specifications out for tender. **Action Sarah Wells**

c) Allotments Play Area

Nothing to discuss

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

Cllr Pemble reported that there are a lot of empty alcohol cans and bottles. The community warden was monitoring the situation.

b) Recreation Ground

- i) Request from Bowles club for vehicle access for Green Maintenance

RESOLVED access should be allowed provided no vehicles used the recreation ground if the ground is wet.

c) Bowling Green & Parish Room

Cllr Barwick reported that the new plans would be ready soon he intended to call a meeting with the bowls club to discuss the new plans. He would then arrange another public consultation and hoped to have a planning application in by the end of November. **Action Cllr Barwick**

15. LONGTERM OUTSTANDING ITEMS**a) Parade Layby**

The Clerk had left a message for the DDC officer asking when the work would take place, she would chase for a response. **Action Sarah Wells**

b) School Parking

Cllr Jones is still working on this.

16. REPORTS

To receive written or verbal reports from:-

a) Dist Cllrs

Cllr Manion gave a report including information on the new Dover Leisure Centre and DDC work on domestic violence support services.

Cllr Kenton reported on possible future plans for super districts and information on the Regent Cinema.

b) Parish Councillors

Cllr Read had attended the Youth Club AGM, the club had had a successful year, but now needed to attract new members from the younger 10-13 age groups.

17. COMMUNICATION

To agree Council communication to the following media:-

a) Village News Letter

Dog fouling.

b) Mercury Report

No correspondent at the moment.

c) Web Site

18. DATE OF NEXT MEETING

Scheduled dates of meetings

7th Nov 2016 5th Dec 2016 9th Jan 2017 6th Feb 2017 6th Mar 2017

The meeting closed at 9.24pm