

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD AT THE  
PARISH ROOM AT 7.30pm ON MONDAY 14<sup>th</sup> SEPTEMBER 2015**

**Present: Councillors**

A Barwick	M Jones	A Wiles (Part)	B Read
P Bailey	M Pemble	S Hooper	
M Kemp	N Wickham	L Bevan-Powell	

Sarah Wells Clerk to the Parish Council      Dist Cllr Manion      Community Warden Sue Covus

### 1. APOLOGIES

Cllr N Kenton, PCSO Tony Edwards.

RESOLVED Cllr Jones should act as Chairman for this meeting in the absence of both the Chairman and Vice Chairman.

### 2. DECLARATIONS

Cllr Barwick declared a prejudicial interest in the discussion on the toilet contract as his father in-law is the contractor.

### 3. POLICE LIASION

- a) Police report - A written report had been provided by PCSO Edwards.
- b) Anti-Social behaviour outside the Five Bells after closing hours.

The Community Warden and the Clerk had had reports of problems in the early hours of the morning, cars revving there engines, music playing, load voices and people playing football in the street. Both the Clerk and community warden had advised the complainants to ring 101 at the time of the incidents.

### 4. MINUTES OF LAST MEETING

RESOLVED the minutes of the Ordinary Parish Council Meeting held on 6<sup>th</sup> July 2015 are duly signed by the Chairman as a true and correct record of the meeting.

### 5. ACTIONS FROM THE LAST MEETING

**Anti-Social behaviour in the parish** – Cllr Manion and the Clerk had been in contact with the community safety Unit. The unit were now monitoring the situation.

#### **Pond**

*Parrot Weed* - Finding a licensed operator was proving difficult. The Clerk had contacted the Environment Agency; however they do not hold a list of licensed contractors. Cllr Hooper had contacted Hadlow College and was waiting for a response. **Action Cllr Hooper ongoing**

#### **Church Yard & Cemetery**

The Clerk had not contacted Strutt and Parker to make an offer for the land as after examination of the site plan it had been ascertained that the area was much larger than estimated. The entire field was approximately 5 acres, 2.5 each side of the footpath. This would make the initial purchase more expensive than discussed.

It was agreed Cllr Kenton should go back to the local resident and discuss the matter in more detail.

**Action Cllr Kenton ongoing**

#### **Community Resilience and Emergency Planning**

The Clerk had forwarded the names of interested parties to Cllr Jones who had made contact with them and arranged a meeting for next week. **Action Cllr Jones ongoing**

*Parish Council Computer* – This had been purchased.

**Action Discharged**

**Bowling Green & Parish Room**

Cllr Barwick reported that the plans were nearly ready but that input from the conservation officer would be helpful. Cllr Kenton said the conservation officer had now retired, but that if he had a copy of the plans he would take them into the Planning department to see if an initial view could be obtained.

**Action Cllr Kenton Ongoing**

**Finance**

*Replacement of Tulip Bins* – These had been fitted.

**Action Discharged**

*Request for funds from newly trained First Responder for equipment* - The Clerk had sent a grant application form.

**Action Discharged**

**Pond and Parade**

*Pond Warden Role* – The Clerk had written to the Pond Warden as agreed. The Warden had responded and was happy to be released from the role.

**Action Discharged**

**Allotments**

*Fencing No 4 May Mills* – The fence had been replaced.

**Action Discharged**

*Vacant Allotment Plots* – These had been advertised.

**Action Discharged**

**Leisure Fields**

*Allotment Land behind Mill Green – Quote for work to paths and spraying* - Cllr Jones had inspected with the contractor and the paths had been cut.

**Action Discharged**

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

*Bowls Club request for a handrail* – Cllr Jones had ascertained that planning permission would be required.

**Action Discharged**

Cllr Wiles joined the meeting 7.50pm

**6. CORRESPONDENCE**

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

**a) Consultation Documents**

- i) Operation Stack – Manston effect on local communities

The members did not feel able to comment on this consultation until after the briefing on the use of Manston at DDC on the 28<sup>th</sup> Sept 2015.

- ii) KCC Minerals & Waste Local Plan 2013-30 – Proposed modifications  
 iii) KCC Consultation – Kent Environment Strategy  
 iv) DDC Licensing Act 2003 – Statement of Licensing Policy

The above were noted by the members.

**b) News letters and Circulars**

- i) KALC Parish News  
 ii) Clerks and Councils Direct

The above were noted by the members.

**c) Other**

- i) Letter Ref Eastry Car Park – Request for restrictions on waiting times.

The carpark is often full which means those visiting the Doctors Surgery have difficulty parking. The disable spaces also need repainting as the lines are so faded that it is unclear if they are still in operation.

RESOLVED the clerk to request the disabled spaces are repainted.

**Action Sarah Wells**

RESOLVED the Clerk to ask DDC if parking restrictions could be imposed. 2 hour limit and the possible provision of residents parking permits for residents of High Street.

**Action Sarah Wells**

ii) Correspondence ref wooded area Brook Street

The Clerk had received complaints from two residents about the fencing of the wooded area in Brook Street. She had contacted DDC and KALC on the issue. DDC had responded to say that no tree work could be undertaken without permission as the woods are in a conservation area. KALC felt that as the land was privately owned, the owner was within his rights to fence the area provided the PROW was not blocked. Cllr Jones offered to speak to one of the complainants.

**Action Mark Jones**

## 7. PUBLIC TOILETS

To discuss and agree action relating to the operation of the Public Toilets High Street

The toilets have now been repaired and have been reopened, now door locks have been fitted and the doors are being locked morning and evening.

a) To discuss and agree the opening times for the toilets

RESOLVED the official minimum published opening hours of the Toilets should be Mon- Fri 9am to 4pm, however if the contractor wished to extend these hours and days the Council would support his decision.

b) To discuss the financial implications of the toilets having to be visited twice daily.

RESOLVED as the toilets now had to be visited twice a day the contract payment be increased to £245.00 per month back dated to 1<sup>st</sup> July 2015. The Clerk to make the necessary changes to the Standing Order.

**Action Sarah Wells**

## 8. HIGHWAYS

To discuss and agree actions relating to highways issues

a) KCC – Variance of the Kent Permit Scheme to Comply with the traffic Management Permit Scheme

Noted by the members.

b) Speed Watch – Training 15<sup>th</sup> September 13.00pm and 6.00pm – Parish Room

Funding – Grant available if applied for with other communities – Great Mongeham PC are looking for an application partner.

RESOLVED Eastry Parish Council would go into partnership with Great Mongeham PC and complete a grant application for a shared Speed Indication Device (SID) unit.

**Action Sarah Wells**

c) The introduction of parking restrictions in the lay-by on the parade – Still waiting for DDC

Cllr Manion to chase up this work that had been outstanding for over 2 years.

**Action Cllr Manion**

d) Request for the provision of a Bench by the horse trough

RESOLVED a bench to be provided in front of the Parish Council Garden by the bus shelter in High Street. The Clerk to make the necessary arrangements.

**Action Sarah Wells**

## 9. FINANCE

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

i) The Finance committee agreed to open a current account with Unity Trust bank

The Bank mandate was completed by those present. The Clerk to contact the remaining members.

**Action Sarah Wells**

ii) NALC Finance Topic

Noted

**10. ACCOUNTS**

RESOLVED the following payments should be made, proposed by Cllr Wiles, seconded by Cllr Read, Cllr Barwick was the third signatory.

<b>Receipts Jul</b>				
Contribution to Software Woodnesborough PC	70.42			
Contribution to Software Great Mongeham PC	70.42			
Interment - Hirst	250.00			
	<b>390.84</b>			
<b>Petty Cash expenditure Jul</b>				<b>VAT</b>
Fuel strimmer	6.00			
	<b>6.00</b>			
		<b>Cheque No</b>		<b>VAT</b>
<b>Jul Payments - Paid between meetings</b>				
Environmental Engineer - Jul		STO	398.75	
Toilet Cleaning Contract Jul	175.00			
Toilet Cleaning Supplies allowance Jul	8.00			
	<b>183.00</b>	STO	183.00	
AJL garden Services - Jul		STO	638.82	
Clerks Salary Jul 2015		STO	787.41	
H M Revenue and Customs Income Tax	0.11			
Employees NI	16.33			
Employers NI	11.70			
	<b>28.14</b>	STO	28.14	
Employers Pension Contribution	132.70			
Employees Pension Contribution	46.78			
	<b>179.48</b>	STO	179.48	
Eastry Village Hall Coffee Break Apr to Jun		4799	286.00	
PC World Computer and Software		4800	763.97	127.30
Live4Soccer - Football Equipment Grant		4801	256.96	42.83
KCC Supplies - Stationery		4802	61.87	10.31
British Gas - Parish Room Elect Meter 1	44.19			2.10
British Gas - Parish Room Elect Meter 2	27.17			1.29
	<b>71.36</b>	4803	71.36	
KCC Supplies - Stationary		4804	2.39	0.40
Safeplay - Playground Inspections		4805	72.00	12.00
Southern Water Allotments		4806	14.08	
<b>Aug Payments</b>				
Environmental Engineer - Aug		STO	398.75	
Toilet Cleaning Contract Aug	175.00			
Toilet Cleaning Supplies allowance Aug	8.00			
	<b>183.00</b>	STO	183.00	
AJL garden Services – Aug		STO	638.82	
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H M Revenue and Customs Income Tax	0.11			
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	<b>28.14</b>	STO	28.14	
Employers Pension Contribution	132.70			
Employees Pension Contribution	46.78			
	<b>179.48</b>	STO	179.48	
AJL garden Services - Extra Work		4807	185.00	
PJ Smith - Installation Defibrillator		4808	130.00	

## 11. FORTHCOMING EVENTS

To discuss and agree actions relating to events

### a) Council Events

Nothing coming up

### b) Outside Events

i) Briefing on Operation Stack and Manston – Mon 28<sup>th</sup> Sept 6.00pm DDC Offices

Cllr Jones and the Clerk to attend. The Clerk to RSVP.

**Action Sarah Wells**

ii) The Code of Conduct Workshop – Paddock Wood – Mon 28<sup>th</sup> Sept 7.00pm

iii) KHS – Parish and Town Council Seminar – 5<sup>th</sup> Nov 2015, Canterbury Spitfire Ground

The above were noted by the members.

## 12. POND AND PARADE

Nothing to discuss on the Parade. Cllr Barwick reported that the spraying had been completed and a lot of work had been completed by a volunteer at the pond.

## 13. ALLOTMENTS

To discuss matters raised by the Allotments Management Committee.

i) New Committee member nomination

RESOLVED Gill Ball should be appointed to the Allotments Management Committee with immediate effect.

ii) Overgrown plots – request for the PC to pay for them to be cleared

RESOLVED the two overgrown plots should be cleared at the Parish Council's expense. The Clerk to make the necessary arrangements.

**Action Sarah Wells**

## 14. LEISURE FIELDS

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

### a) Gun Park

i) Graffiti Wall replacement gravel boards

ii) Possible installation of gate next to Graffiti wall

iii) Possible infilling of gap between area in front of Skate ramp and youth club driveway.

RESOLVED the Clerk should get quotes for roll top railings to fill the gap between the footpath and the end of the skate ramp fence.

**Action Sarah Wells**

RESOLVED members of the council should attend the Youth club AGM to discuss the possible provision of speed humps on the access road to the Youth Club and fencing arrangements for the boundary between Youth Club land and Gun Park.

**Action Cllr Members**

### b) Allotments Play Area

Nothing to discuss.

### c) Correspondence

None received.

## 15. 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

- i) Complaint about new bin outside Church looking out of place.

The members discussed the comments, however they did not feel the replacement bin was out of keeping and it was far more practical than the old tulip bin that it replaced. The Clerk to respond.

**Action Sarah Wells**

### b) Recreation Ground

- a. Request for removal of vegetation overgrowing The old School House

RESOLVED the Clerk should ask the contractor to remove the vegetation.

**Action Sarah Wells**

### c) Bowling Green & Parish Room

- i) Bowls Club request for a handrail to be installed on path up to the parish room.

Cllr Barwick had spoken to the bowls club and a plan to install a new path to the green had been agreed instead of the hand rail. The path to zig zag across the grass rather than take the direct steep route.

- ii) Request from Bowls club to remove railings to allow delivery of top dressing.

RESOLVED the bowls club are given permission to remove the railings and have vehicle access to the green for top dressing, providing the weather is dry and the recreation ground will not be damaged.

**Action Sarah Wells**

- iii) Request from Bowling Club for BBQ on 26<sup>th</sup> Sept.

RESOLVED the bowling club are given permission to hold a BBQ on the 26<sup>th</sup> Sept.

**Action Sarah Wells**

## 16. REPORTS

To receive written or verbal reports from:-

### a) Dist Cllrs

Cllr Manion gave a brief report including information about operation stack.

### b) Parish Councillors

Youth Club meeting - Cllr Read had received a request for a new litter bin by the teen shelter from the youth club. This was discussed, however the members did not wish to provide a bin as the last one was vandalised and completely destroyed. The youth club AGM is on 23<sup>rd</sup> Sept 2015. Trudy Gibb is stepping down as secretary.

## 17. COMMUNICATION

To agree Council communication to the following media:-

### a) Village News Letter – Oct/Nov 2015

Defibrillator and report anti-social behaviour to 101.

### b) Mercury Report

Defibrillator and report anti-social behaviour to 101.

### c) Web Site

As above.

## 18. DATE OF NEXT MEETING

The next meeting of the Council will be a Planning Committee Meeting on Mon 21<sup>st</sup> Sept at 8.00pm, followed by the next Ordinary meeting on Mon 5<sup>th</sup> October at 7.30pm and a Finance Committee Meeting on Mon 5<sup>th</sup> October at 9.00pm

### Scheduled dates of meetings

Mon 2 <sup>nd</sup> Nov 2015	Mon 7 <sup>th</sup> Dec 2015	Mon 11 <sup>th</sup> Jan 2016	Mon 1 <sup>st</sup> Feb 2016
Mon 7 <sup>th</sup> Mar 2016	Mon 4 <sup>th</sup> Apr 2016	Mon 9 <sup>th</sup> May 2016	Mon 6 <sup>th</sup> Jun 2016

Meeting closed at 9.30pm