

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD ON  
MONDAY 7<sup>th</sup> OCT 2019 AT THE PARISH ROOM AT 7.30pm**

**Present: Councillors**            N Kenton(Chair)            M Jones            P Bailey            D Russell            M Hay  
   C Boughton                    M. Kemp            N Ellis            M Smith

Sarah Wells Clerk to the Parish Council

Dist Cllr S Manion.

Mr Martyn Hay signed his declaration of acceptance of office. Cllr Ellis had signed his previously.

**1. APOLOGIES**

Cllr A Barwick. County Cllr Sue Chandler

**2. PARISH COUNCIL VACANCIES**

To deal with current vacancies on the Parish Council

a) One vacancy following elections

RESOLVED Mr Michael Waterson-Smith be co-opted onto the Council. Mr Smith signed his declaration of acceptance of office.

b) Resignation of current Councillor

The Clerk reported that Cllr Pemble had tendered her resignation with immediate effect.

RESOLVED the Clerk should get a card and a gift for Mrs Pemble as a thank you from the Council for all the hard work she had undertaken on behalf of the Council making cakes and attending Coffee Break every Friday for the past 15 Years.

Cllr Russell had arranged a separate card and a collection from the regular Coffee Break attendees.

**3. DECLARATIONS**

None received.

**4. MINUTES OF LAST MEETING**

a) RESOLVED the minutes of the Planning Meeting held on the 9<sup>th</sup> Sept 2019 are duly signed by the Chairman as a true and correct record of the meeting.

b) RESOLVED the minutes of the Ordinary Meeting of the Parish Council held on 9<sup>th</sup> Sept 2019 are duly signed by the Chairman as a true and correct record of the meeting.

**5. ACTIONS FROM THE LAST MEETING**

**Churchyard & Cemetery**

*Self sow trees in corner of the rec by the old school building* – Waiting for planning permission to be agreed. **Action Cllr Jones ongoing**

**Parish Council Vacancies**

The Chairman and Vice Chairman had interviewed the final candidate.

**Action Discharged**

**Other**

*Community Lead Housing* – The Community housing programme officer had attending the planning meeting. **Action Discharged**

**Highways**

*Request to move the litter bin sited outside the Fish & Chip shop* – The Clerk had asked for the bin to be either moved or emptied more often, she was waiting to speak to the Officer in waste services.

**Action Sarah Wells**

The Clerk had responded to the owners of the property.

**Action Discharged**

**Finance**

*Unity Trust savings account* - the Clerk had made the necessary arrangements to open a Unity Trust  
**Action Discharged**

Grant invitations to local organisations had been advertised. **Action Discharged**

**Pond and Parade**

*Parade & High Street planted areas* – These had been tidied. **Action Discharged**

**Leisure Fields****Play Area Improvements**

The order had been placed with Playdale for the new Centenary Gardens play equipment.  
**Action Discharged**

**6. CORRESPONDENCE**

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

**a) Consultation Documents**

- i) Policy Consultation E-Briefing – 5G Mobile Coverage in Rural Areas
- ii) Policy Consultation E-Briefing – Independent Review into Local Government Audit

Noted by the members.

**b) Newsletters and Circulars**

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

Noted by the members.

**c) Other**

- i) IT Update on Parish Websites and GDPR Issues

After some discussion about the existing website Cllr Ellis agreed to look into possible ways to provide a more modern website. **Action Cllr Ellis**

**7. VILLAGE CARETAKER**

It was agreed that now the caretaker project was up and running that this item was no longer needed to be an agenda item.

**8. HIGHWAYS**

To discuss and agree actions relating to highways issues

- i) Asset Management in Highways – Forward planned Works Programme 2019/20-20/21

Noted by the members.

- ii) Felderland Lane – changes to traffic flow Consultation – Publicity

The Council agreed to ensure that the consultation was publicised as widely as possible, using whatever means were available.

- iii) Temp Closure Felderland Lane 21-23 Oct

Noted by the members.

**9. FINANCE**

To discuss Financial matters affection the Council

- a) Offer of Financial support for playarea from Village Newsletter.

The members were very grateful for the offer, however as funding was already in place and the possible effect of Brexit on the magazine printing costs it was felt that any surplus should be saved in case of possible future printing problems. The Clerk to respond. **Action Sarah Wells**

- b) 2018-19 Conclusion of Audit – No issues raised.

Note by the members,

**10. ACCOUNTS**

RESOLVED the following payments should be authorised.

<b>Receipts Sept</b>				
	Memorial	70.00		
<b>Card Payments</b>	<b>S Wells</b>			<b>VAT</b>
	Postage	16.80		
	Bickers - Leaving Card	2.15		
		<b>18.95</b>		
Post Office withdrawal				
	Coffee Break Tesco	14.43		
	Coffee Break Bicker	1.50		
	Coffee Break Float	10.00		
		<b>25.93</b>		
	<b>M Pemble</b>			
	Coffee Break - White Mill 13-9-19	11.00		
	Coffee Break - Co-op 13-9-19	20.45	Invoice to come	
		<b>31.45</b>		
<b>Sept Payments</b>			<b>Cheque No</b>	<b>VAT</b>
	Clerks Salary Sept 2019		STO	959.44
	H M Revenue and Customs Income Tax Sept	12.80		
	Employees NI Sept	42.58		
	Employers NI Sept	48.97		
		<b>104.35</b>	STO	104.35
	Employers Pension Contribution Sept	209.41		
	Employees Pension Contribution Sept	59.06		
		<b>268.47</b>	STO	268.47
	Caretakers Pay Sept 2019		STO	687.05
	Harmer & Sons Ground Work Sept		STO	698.89
	Trevor Oku-Grass Cutting Church Yard & Cemetery Sept		STO	220.00
	Everflow water Allotments 18 Oct to 17 Nov 2019		DD	41.98
	Opus Energy 5 Aug to 4 Sept 2019		DD	8.46
	Opus Energy 5 Sept to 4 Oct 2019		DD	12.70
	British Gas - Electricity 19 Aug to 18 Sept Mtr 21610		DD	18.63
	British Gas - Electricity 19 Aug to 18 Sept Mtr 21656		DD	7.81
	Playdale - New Play area Deposit		BP	8,261.15
	KCC Supplies -Stationery		BP	22.92
	PKF Littlejohn LLP - 2018/19		BP	360.00
	Coffee Break Hall Hire Jul, Aug & Sept 2019		BP	286.00

**11. FORTHCOMING EVENTS**

To discuss and agree actions relating to events

**a) Council Events**

## i) Christmas Trees

It was agreed that Cllr Jones would source the Christmas trees for the Cross and the Village Hall.

**Action Cllr Jones ongoing**

Following the vandalism to the tree in the past two years it was agreed the Clerk should order a sign labelling the tree as a Community Tree sponsored by the Parish Council. **Action Sarah Wells**

### **b) Outside Events**

i) St Mathew's Fair/Village Safari 2020 – Meeting Thur 24<sup>th</sup> Oct 2019

The above was noted but unfortunately no one was available to attend.

ii) Manstone Airport Airspace Design and Procedures – Invitation to focus group – 5<sup>th</sup> Nov

iii) Building flood resilience in Health and social care – 13<sup>th</sup> Nov

The above were noted.

iv) KALC Area Committee meeting – Wed 30<sup>th</sup> Oct 7.00pm

Cllr Bailey to attend.

## **12. POND AND PARADE**

Nothing to discuss.

## **13. ALLOTMENTS**

Nothing to discuss.

## **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) Remaining Lime Tree by school fence – Possible work required

Cllr Jones had inspected the tree and would forward a report to the Clerk so she could obtain quotes for the work. **Action Cllr Jones ongoing**

### **b) Play Area Improvements**

i) Gun Park play area

The future of the Gun Park play area was discussed, although the equipment was still fit for purpose, some refurbishment was required in the next few years. New safety surfacing and new swing seats as a bare minimum. This in conjunction with the survey earlier in the year that had said local resident would like to see a new, more modern play area were discussed.

RESOLVED the Clerk should get quotes for the following –

- Bare minimum refurbishment.
- New play area medium range
- New play area higher budget

With the view to running a consultation to see what local residents would like to see in the area.

**Action Sarah Wells**

### **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**

Monument safety - Churchyard and Cemetery – The Clerk had spoken to the Rev Ridley about the stones in the Closed Churchyard. She had also inspected and identified the memorials in question in the Cemetery. Unfortunately because of the age of the memorials the Clerk had no contact details for family members. It was agreed she should arrange for remedial action to be undertaken at the cost of the Council.

**Action Sarah Wells**

### **b) Recreation Ground**

Nothing to discuss.

**c) Bowling Green & Parish Room**

The need and extent of this project was discussed. There seemed to be a lot of negativity about the project in some parts of the community and it was felt more communications should be undertaken. Communications to be discussed at the next meeting, in the meantime the members to think about possible methods of getting information out to the wider community. **Action Sarah Wells and Cllrs ongoing**

**16. LONGTERM OUTSTANDING ITEMS**

**a) Cemetery Extension**

Email from Land Agent – Cllrs Jones and Kenton to meet and discuss with the land agent at the same time as the Pond discussions. **Action Cllr Kenton ongoing**

**b) Bench by the horse trough**

KHS permission forms - Waiting for KHS to respond.

**Action Cllr Jones ongoing**

**c) Pond Licence**

Cllrs Jones and Kenton to meet and draw up a tree management plan to be send to the Church Commissioners land agent for discussion before the Licence is discussed.

**Action Cllrs M Jones and N Kenton ongoing**

**17. REPORTS**

To receive written or verbal reports from:-

**a) Dist Cllrs**

Cllr Manion reported on the community grant scheme, taxi fare reviews and St James Church Dover.

Cllr Kenton reported on investments in Deal Pier, Kearsney tea rooms and Maison Dieu. He also reported on the new Local Plan.

**b) Parish Councillors**

Cllr Russell reported on the 900<sup>th</sup> anniversary celebrations.

**18. COMMUNICATION**

To agree Council communication to the following media:-

**a) Communication Strategy New Projects**

It was agreed that as we had new members and the Web site was under review that this should be discussed at the next meeting.

**b) Village News Letter**

Parish Council vacancy, Cllr Pemble's leaving. Christmas tree photos

**c) Mercury Report**

As needed.

**d) Web Site**

As needed.

**e) Village Notice Board**

It was reported that the public section of the board was full, the clerk to look and remove any out of date or inappropriate notices. It was also reported that the notice board was in need of repairs. The Clerk to investigate and make any necessary arrangements. **Action Sarah Wells**

**19. DATE OF NEXT MEETING**

The next meeting of the Council will be the Ordinary meeting on 4<sup>th</sup> Nov 2019

**Scheduled dates of meetings**

2<sup>nd</sup> Dec 2019

6<sup>th</sup> Jan 2020

3<sup>rd</sup> Feb 2020

2<sup>nd</sup> Mar 2020

The meeting closed at 9.23pm