

extend, discussions were held on the difficulties of moving forward with the project considering the current Coronavirus situation.

RESOLVED clerk to investigate how to extend planning permission for the new Parish Hall but the actual project to be put on hold until the Coronavirus situation has improved

Action Clerk

Highways Improvement Plan

The Clerk to ask KHS if passing place yellow line along Lower Street could be added to the scheme – a site meeting is required, currently unable to meet in person.

Action Clerk ongoing

Finance

- a) **Change to Financial Procedure** – the Unity Trust paperwork has been completed and submitted, Cllr Jones has been removed as a signatory, retired Councillors have been removed altogether and Cllrs Barwick, Hay and Smith can view the account and authorise payments, Cllr Russell was unable to be added to the Unity Trust account.

Action Discharged

Parish Council Website

The new website is up and running and all Councillors and the Clerk are using their new email addresses.

Action Discharged

New Clerk

New equipment has been purchased for the clerk, Great Mongeham Parish Council are paying for the mobile phone, Woodnesborough Parish Council are paying for the laminator, software, keyboard, monitor and shredder and Eastry Parish Council are paying for the computer, printer and monthly costs of the landline and mobile phone. The approximate cost split is 25% each from Great Mongeham and Woodnesborough Parish Councils and 50% from Eastry Parish Council.

Action Discharged

Highways

Email ref speeding Sandwich road – request for 30mph to be moved back, the Clerk emailed the householder, but no response before the meeting.

Action Clerk ongoing

Council Events

Eastry Open Day – Cllr Russell has added Neighbourhood Watch to the list of participants. With the Current Coronavirus restrictions it is not known when the Open Day may take place so it is on-hold for the time being.

Pond and Parade

Concerns had been expressed about the pond being very overgrown and nothing appeared to have been done in the area behind the bus shelter. The clerk chased the grounds work contractor and a good job has now been done.

Action Discharged

Allotments

Cllr Bailey is going to continue to try to recruit allotment holders to be on the Allotments Management Committee, an up to date list of allotment holders will be prepared for the Clerk for the end of September to enable invoices to be prepared.

Action Cllr Bailey Ongoing

Leisure Fields**Gun Park**

- i) Poplar tree roots lifting the tarmac on the path from the school gates to the gun park – Cllr Jones marked the hazard with luminous paint and coned the area, the contractor has ground the stump out and three quotes have been submitted to repair the tarmac.

RESOLVED accept the cheapest quote to repair the tarmac from Ovenden Allworks.

Action Clerk ongoing

- ii) Covid -19 Play Area Closure – the gates were locked and signs put up at the Gun Park and Centenary Garden play areas and on the website stating that the play areas are closed as the Parish Council doesn't have the resources to re-open them following Government guidelines.

Action Discharged

Play area improvements

Gun Park Play Area – The Youth Club had approached Cllr Russell as they would like to build and pay for a MUGA (multi-use Games Area). Cllr Russell will arrange a meeting with the Youth Club and Cllr Jones and the Clerk to investigate further.

Action Cllr Russell

Longterm Outstanding items

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

Bench by the horse trough

KHS permission forms – The forms had been re-submitted.

Action Cllr Jones ongoing

Pond Licence

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

Action Cllrs M Jones and N Kenton ongoing

Gun Park

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

Ground work

The Clerk explained that several contractors known to the Council will be asked to tender for the various groundwork contracts, which can be re-let from March 2021. Tenders would need to be sorted in Oct 2020, schedules and maps of what is required are available for the contractors to price from. Cllr Boughton had said that he would be willing to help with reviewing the contracts.

Action Clerk & Cllr Boughton ongoing

Reports

Cllr Kemp was concerned about the fencing in Centenary Gardens, Sarah Wells had contacted Sanctuary Housing, their Estate Manager would deal with it.

Action discharged

Communication

Village News Letter – Sarah Wells wrote a retirement piece for the Village News Letter and Jo Jones wrote an introduction as the New Clerk.

Action discharged

Web Site

Councillor Profiles – Photos still required from some Councillors and all councillors still to provide profile and duties.

Action All Councillors on-going

5. CORONAVIRUS

a) Information from DDC, KCC and Central Government

All emails received in connection with the Coronavirus had been forwarded to Council members as received. The situation changes frequently and the information is fluid in nature. NALC and SLCC continue to strongly advise local councils to continue to meet remotely, without the need for face to face contact.

6. CORRESPONDENCE

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

a) Consultation Documents

- i)NALC – EPC4 – Communities Framework & the devolution white paper – views by 17/08/20
- ii) Manston Flight Paths – RiverOak Strategic Partners & Ramsgate Town Councillors
- iii) KALC COVID-19 Financial Impact Survey – views by 24/08/20
- iv) LGA Code of Conduct Consultation 2020

Noted by the members

b) Newsletters and Circulars

- i)KCC Public Protection emails
- ii)Community Bulletin – NHS Kent & Medway
- iii)Neighbourhood Watch updates
- iv)Kent Police – Fraud updates
- v) NALC Newsletter
- vi)SLCC News Bulletin

Noted by the members.

c) Other

- i) NALC Chief Execs Bulletins
- ii) KALC – News, Chief Executive Bulletin & Email Security & Anti-spoofing
- iii) Neighbourhood watch impact survey
- iv) KALC – Updated remote meetings guidance
- v) Bring back The Buzz – Kent Wildlife
- vi)Mobile Library Services resuming in October – on website

Noted by the members

vii)KCC - Electric vehicle charging points – The clerk is to request that DDC install Electric vehicle charging points in the village car park as they own the land.

Action Clerk

viii) DDC - Parish Council Coronavirus Small Business Grants

Noted by the members.

7. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) Many emails & phonecall ref Speeding in Lower and High Street -Request for 20mph limit, more road signs & traffic calming measures, discussions were held about the problem of speeding within the village all Councillors were concerned, District Councillor Manion stated there was a speeding problem across the County. The Clerk reported that she had spoken to Highways and the Police and that the launch of a Speedwatch group was recommended.

RESOLVED Eastry Parish Council to launch a Speedwatch Group, Cllrs Boughton & Russell and the Clerk will form a working party and put posters on the noticeboard, Eastry Village News and social media to recruit volunteers.

Action Cllrs Boughton, Russell & Clerk

- b) Cycle track from Dover Rd Tilmanstone to Dover Rd, Eastry closed – 26th Aug up to 15 days
- c) KCC Pot hole weekly update

Noted by the members

- d) Zebra crossing – the clerk had reported to Highways that the Belisha Beacons on the zebra crossing were no longer working and that the paint on the crossing and zigzag lines was very worn. Parish Councillors felt that the road surface was also worn along the High Street and Mill Lane and that trees overhanging the highway on Lower Street were also a potential hazard and covered the speed limit signs, the clerk to report to Highways.

Action Joanna Jones

- e) Eastry Village Signs – t missing on signs at both ends of the village, Cllr Kemp has offered to stick them back on.

Action Cllr Kemp

- f) Bridleway Modifications – EE490/EE491

RESOLVED no objections to the Bridleway modifications

- g) Sandwich Toll Bridge – Temporary Road Closure from 21st Sept

Noted by the members

8. ACCOUNTS

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

Receipts April/May/June/July/August				
Natwest Current A/c interest - June	60.25			
Natwest Business Reserve A/c Interest - April	8.86			
Natwest Business Reserve A/c Interest - May	8.57			
Natwest Business Reserve A/c Interest - June	0.47			
Natwest Business Reserve A/c Interest - July	1.04			
Funerals - May	1,100.00			
HMRC VTR - July	5,738.42			
Funeral - July	400.00			
Memorial - August	100.00			
Paid between meetings				
Card Payments				
Buzz Networks - landline	7.96			VAT 1.33
Amazon	4.05			
Brook Leicester Ltd - Hi viz - vest & coat	31.98			5.33
Know-how Cloud storage	100.00			16.67
EE - August mobile phone contract	13.62			2.27
	157.61			
Jun/Jul/Aug Payments		Cheque		VAT
		No		

Clerks Salary Jul 2020		STO	998.57	
H M Revenue and Customs Income Tax Jul	5.10			
Employees NI Jul	37.12			
Employers NI Jul	50.97			
	93.19	STO	93.19	
Employers Pension Contribution Jul	267.63			
Employees Pension Contribution Jul	60.57			
	328.20	STO	328.20	
Clerks Salary Aug 2020		BP	722.22	
H M Revenue and Customs Income Tax Aug	186.20			
Employees NI Aug	23.27			
Employers NI Aug	35.04			
	244.51	BP	244.51	
Caretakers Pay Jul 2020		STO	701.35	
Caretakers Pay Aug 2020		STO	701.35	
Harmer & Sons Ground Work Jul 2020		STO	698.89	116.48
Harmer & Sons Ground Work Aug 2020		STO	698.89	116.48
Trevor Oku - Cemetery and Churchyard Services Jul		STO	230.00	
Trevor Oku - Cemetery and Churchyard Services Aug		STO	320.00	
Unity Bank - Service charge - June			18.00	
British Gas - Electricity 19 Jun to 18 Jul Mtr 21610		DD	14.26	0.67
British Gas - Electricity 19 Jun to 18 Jul Mtr 21656		DD	11.14	0.53
Opus Energy - Parish Rm Gas 5 Jul to 4 Aug 20		DD	11.00	0.52
Everflow Allotment water 18-8-20 to 17-9-20		DD	36.94	
Everflow Allotment water 18-9-20 to 17-10-20		DD	36.77	
Gary Boorman - Gun Park Play area repairs		BP	54.00	
Spectrum Safety - Fire equipment checks		BP	84.17	14.03
TR & FC Carpenter - caretaker consumables		BP	55.64	9.27
Safeplay - Play area inspections		BP	106.20	17.70
Robert Barwick - Allotment strimmer fuel		BP	20.00	
To pay				
Employers Pension Contribution Aug	239.58			
Employees Pension Contribution Aug	54.23			
	293.81	BP	293.81	
Currys PC World - New computer - Mr & Mrs Jones		BP	499.00	83.17
CP Services - Budget costings Parish Hall		BP	350.00	
British Gas - Electricity 19 Jul to 18 Aug Mtr 21610		DD	14.24	0.67
British Gas - Electricity 19 Jul to 18 Aug Mtr 21656		DD	11.70	0.55

- i) Items to add to next year's budget – Councillors to think about items to add to next year's budget.

Action All Cllrs

- ii) 2020-21 National Pay Scales agreed for Clerk's & Caretaker's salary
RESOLVED adopt the 2020-21 National Pay Scales and backdate to 1st April 2020.

- iii) HMRC Working from Home Allowance

RESOLVED increase the working from home allowance to the new HMCR rate of £26 per month from 1st August.

- iv) Natwest Bank Accounts – change of signatories

RESOLVED remove any retired Cllrs and the Sarah Wells from the signatory list and add Joanna Jones to the signatory list for the National Westminster Bank Accounts.

Action Joanna Jones & Natwest Authorised Signatory Cllrs

9. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

b) Outside Events

- i) KALC Online Workshop – Supporting well-being & mental health through & past Covid-19
- ii) KALC Clerk's Remote Conference – 24th September 2020
- iii) KALC Dynamic Councillor Course – 1st Oct 2020

The Cllrs noted the courses but did not wish to attend, the Clerk is booked onto the Clerk's conference.

10. POND AND PARADE

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

i) Area behind Bus shelter – the householder who backs onto the garden area has requested that the ivy is severed that is growing from the garden area as it is damaging his roof and he has also requested that the hedge is reduced in width to allow him to erect a platform in order to carry out the roof repairs.

RESOLVED Cllr Jones to check that the hedge would not be compromised by a reduction in width then the Clerk to contact Harmers to sever the ivy and reduce the hedge width and to contact the resident to give permission for the platform to be erected.

Action Cllr Jones & Joanna Jones

11. ALLOTMENTS

To discuss matters raised by the Allotments Management Committee.

- i) Triangular allotment area behind log park – A parishioner emailed requesting that the unused allotment area should be used as an enclosed dog walking area, the Cllrs were concerned about irresponsible dog owners not clearing up dog waste and decided to seek resident's views of how to use the area.

RESOLVED ask for villager's views of how the triangular allotment area behind the log park could be used. Clerk to put notices in Eastry Village News on the website and in the noticeboard.

Action Joanna Jones

12. LEISURE FIELDS

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

a) Gun Park

- i) Email requesting permission for Pop up Pilates & Zumba classes on Gun Park

Agreed between meetings, could go ahead as long as the organiser followed social

distancing rules and all government guidelines.

- ii) Wasp's nest reported in the gun park – clerk investigated with a wasp expert but wasps were not considered to be a problem and nest not found.
- iii) Safeplay Inspections Report – Cllr Boughton to review the reports and check the play areas.
Action Cllr Boughton
- iv) Play areas – Discussions were held on re-opening the play areas at the Gunn Park and Centenary Gardens, the clerk had emailed round possible signs recommending that Government guidance be followed.

RESOLVED both play areas to be re-opened, signs to be put up promoting hand sanitising and social distancing and stating that Government guidelines must be followed.

b) Play Area Improvements

c) Correspondence

None received

13. 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) Churchyard overgrown – the grounds contractor and Vicar had reported that the elder and brambles in the churchyard were now quite out of hand and needed to be cut back around the edge and around the large yew trees in the middle.

RESOLVED Clerk to source quotes for bramble and elder removal.

Action Joanna Jones

b. Recreation Ground

- i) Socially Distanced Rainbows – permission to use Recreation Ground & Parish Hall toilets (in an emergency) for socially distanced meetings was sought.

Agreed between meetings that as long as government guidelines were followed the 1st Sandwich Rainbow unit could use the Recreation Ground and Parish Hall toilets for their meetings.

c. Bowling Green & Parish Room

14. REPORTS

To receive written or verbal reports from:-

- a) **County Cllr** – Cllr Chandler emailed a report that was circulated.
- b) **Dist Cllrs** – Dist Cllr Manion reported that magistrates are being encouraged to toughen up on fly-tipping, DDC are keen for more affordable homes to be built and the pandemic means there will be pressures on local government budgets next year.
- c) **Parish Councillors** – Cllr Barwick reported that the Village Hall is still closed and the committee were meeting on Tuesday night. The defibrillator at the village hall needs to be checked, Cllr Barwick will check it.

Action Cllr Barwick

- d) **PCSO**- report emailed
- e) **Kent Police** - Rural Task Force emailed

15. COMMUNICATION

To agree Council communication to the following media:-

a) **Communication Strategy**

- i) Noticeboard – the notices on the noticeboard were out of date, the Clerk has updated with copies of the Agenda and minutes and moving forward Cllr Boughton would keep the board up to date with notices supplied by the clerk.

Action Cllr Boughton & Joanna Jones

- ii) Virtual meetings – sharing Zoom cost/Microsoft Teams

Agreed between meetings that Microsoft Teams would be purchased and used for Parish Council virtual meetings.

- iii) Communication Strategy – Discussions were held on the need for a uniform communication strategy across all platforms, Cllrs Hay, Jones and Joanna Jones will meet to discuss.

Action Cllrs Hay, Jones and Joanna Jones

b) **Village News Letter**

Clerk's retirement – Cllr Kenton would write an article thanking Sarah Wells, to go in the September edition of the Eastry Village News

Action Cllr Kenton

c) **Mercury Report**

No report

d) **Web Site**

- i) New email addresses – all Cllrs are now getting used to the new email addresses
- ii) Volunteering section – it was suggested that a volunteering section be included on the noticeboard and on the website, to show a list of volunteering opportunities in the village. The clerk will put notices on the website, noticeboard and Eastry Village News.

Action Joanna Jones

16. DATE OF NEXT MEETING

The next meeting of the Council will be 5th Oct 2020

Scheduled 2nd Nov 2020 7th Dec 2020

Closed 21.24