

Leisure Fields**Gun Park**

- i) Poplar tree roots lifting the tarmac on the path from the school gates to the gun park – stump has been ground out and tarmac repaired.

Action Discharged

Play area improvements

Gun Park Play Area – Youth Club MUGA proposal meeting – Cllr Russell arranged meeting with Cllr Jones and the Clerk and Dick Laslett & John Kemp from the Youth Club.

Action Discharged

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., still waiting to hear from KCC.

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 – Cllr Jones had inspected the tree, it did need work, he has produced a specification which he would forward to the clerk, she will obtain quotes for the work.

Action Cllr Jones & Clerk

Ground work

New Contracts from 2021 – Clerk to prepare paperwork and list of potential contractors. Cllr Boughton had said that he would be willing to help with reviewing the contracts.

Action Clerk & Cllr Boughton ongoing

Web Site

Councillor Profiles – Photos had still been required from some Councillors and all councillors still to provide profile and duties – Cllrs had provided all the information that they were happy to provide.

Action Discharged

Correspondence

KCC Electric Vehicle Charging Points – Clerk contacted DDC to request that DDC installed Electric vehicle charging points in the village car park as they own the land.

Action Discharged

Highways

Speedwatch Group – Recruitment & Launch - Speedwatch group has been advertised, registered, Cllr Boughton is the Co-ordinator, volunteers have been recruited and training started.

Action Discharged

Zebra Crossing – Belisha Beacons not flashing & paint on crossing & Zigzags worn – Clerk reported and Belisha Beacons repaired and crossing and zigzags repainted.

Action Discharged

Trees overhanging street signs on Lower Street - Clerk reported to Highways on DDC website

Action Discharged

Worn road surface on High Street & Mill Lane – Clerk had reported to KCC Highways, who stated that neither were considered to be a priority by KCC and no work is planned for the moment on these roads. The Mill Lane work would not be planned until after the hospital development is complete. KCC stated they would continue to routinely inspect the roads and that any issues should be raised through the fault reporting tool. Cllrs were still concerned about the state of the roads and the possible length of time before any improvements are made.

RESOLVED individual Cllrs, parishioners and the Clerk to use the Highways fault reporting tool to report any road issues as they arise.

Action Discharged

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 on-going

Accounts

Items to add to next year’s budget – Councillors to think about items to add to next year’s budget.

Action All Cllrs ongoing

Natwest Bank Accounts – change of signatories – Cllr signatures have been collected, Clerk completing paperwork to add Joanna Jones to the signatory list and then remove any retired Cllrs and the Sarah Wells from the signatory list.

Action Joanna Jones on-going

Pond & Parade

Area behind Bus shelter – ivy damaging neighbour’s roof, request to reduce hedge width to be able to erect scaffolding to repair roof - Cllr Jones checked the hedge and agreed that back of hedge could be reduced in width, Clerk contacted Harmers to sever the ivy and reduce the hedge width, work now completed. Clerk has contacted resident to give permission for the platform to be erected.

Action Discharged

ALLOTMENTS

Triangular allotment area behind log park – Ask for villager’s views of how the triangular allotment area behind the log park could be used, Clerk put notices in Eastry Village News on the website and on the noticeboard, suggestions include wild flower area, dog exercise area, adult fitness area so far, awaiting more responses.

Action Discharged

Gun Park

Safepay Inspections Report – Cllr Boughton to review the reports and check the play areas.

Action Cllr Boughton on-going

CHURCHYARD AND CEMETERY

Churchyard overgrown – Clerk sourced quotes for bramble and elder removal – two quotes had been submitted.

RESOLVED accept the cheapest quote from AJL Garden Services.

Action Clerk

REPORTS

Parish Councillors – Defibrillator at the village hall - Cllr Barwick had checked the defibrillator and stated that it was operational but required some new parts and the contact form needed to be updated with the new Clerk’s details. Cllr Barwick would check the defibrillator on a monthly basis from now on.

RESOLVED clerk to purchase parts and update contact form.

Action Clerk

COMMUNICATION

Noticeboard – the notices on the noticeboard were out of date – Clerk & Cllr Boughton were now regularly updating and would continue to do so.

Action Discharged

Communication Strategy – Uniform communication strategy across all platforms, Cllrs Hay, Jones and Joanna Jones to discuss.

Action Cllrs Hay, Jones and Joanna Jones

Village News Letter

Clerk's retirement – Cllr Kenton wrote an article thanking Sarah Wells, which went in the September edition of the Eastry Village News. Cllr Kenton was thanked by the members.

Action Discharged

Web Site

Volunteering section on the noticeboard and on the website - The clerk has put notices on the website, noticeboard and it will be in the next Eastry Village News, asking for organisations who need volunteers to contact the Clerk so they can be publicised.

Action Discharged

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

None received

b) Newsletters and Circulars**a) Newsletters and Circulars**

- i) Community Bulletin – NHS Kent & Medway
 - ii) Neighbourhood Watch updates
 - iii) Police – Fraud updates & crime report
 - iv) SLCC News Bulletin
 - v) NALC Chief Execs Bulletins
 - vi) KALC – Local Government Bulletin
- Noted by the members.

b) Other

- i) Solar Together Kent _ DDC & KCC Initiative – on noticeboard
- Noted by members

ii) Local Needs Affordable Housing – Action with Communities in Rural Kent - Cllr Kenton explained that this would be like the Centenary Gardens development, a philanthropic landowner would sell their land at agricultural rates for housing rather than at commercial rates.

iii) Walton Lea letter – requesting the Parish Council's support for affordable housing at Walton Lea. Cllrs discussed this proposal and although they welcomed affordable housing they felt this was an unsuitable site due to concerns about; the lack of footpath, the impact on the countryside and on the adjacent listed building, the Clerk is to reply to the letter to this effect.

Action Clerk

iv)Housing targets media release – Cllr Manion & Cllr Chandler explained that DDC & KCC were in strong opposition to the possible big increase due to the lack of infrastructure and suitable sites for housing.

v)KALC – EU Transition Threats & Risk Assessment
vi)Fundraising for Community Facilities

Noted by the members.

7. HIGHWAYS

To discuss and agree actions relating to highways issues

- i) Speedwatch – an email report from Cllr Boughton had been circulated.
- ii) Speedwatch – Road Safety Survey – Completed by Cllr Boughton & circulated to Speedwatch members for them to complete.
- iii) Email request for litter Bins in Brook Street - Cllrs discussed but were concerned that there wasn't a pavement to site it on and that there was already a bin at the top of Brook Street outside the fish and chip shop, clerk to respond to this effect.

Action Clerk

- iv) Email re: Peak Drive Vision Splays – A householder expressed concerns that the vision splays were being used for parking, clerk had followed up with the PCSO and no laws were being broken as there were no double yellow lines, Cllrs discussed.

RESOLVED clerk to add the request for double yellow lines on the vision splays at Peak Drive to the revised draft Highway Improvement Plan and inform the parishioner.

Action Clerk

- v) KCC Pot hole weekly update
- vi) Marshborough Road – Closed 21 Sept – 2nd Oct
- vii)Wingham Well Lane Closed 28 sept – 5th Oct
- viii)Whitfield Bypass – Closed 28th -30th September
- ix)Barnsole Road - Closed 30th Sept – 2nd Oct
- x)Updown Lane -Closed 2nd Oct

Noted by members

- xi) HIP – revised plan to be worked on by the clerk.

8. ACCOUNTS

To discuss and agree actions relating to any financial correspondence presented to the council.

- a) Accounts Budget v Actual to 30th September 2020

RESOLVED the budget v actual to 30th September 2020 should be adopted by the members. See Appendix A

- b) Parish Council Grant Applications – only one received so far.

9. PAYMENTS

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

Receipts August				
Natwest Business Reserve A/c Interest - Aug	0.94			

Paid between meetings -August & September				
Card Payments				VAT
Buzz Networks - landline- August	7.96			1.33
Buzz Networks - landline- Sept	7.96			1.33
	15.92			
September Payments				VAT
Clerks Salary Sept 2020	981.82	Cheque No BP		
H M Revenue and Customs Income Tax refund Sept	186.20			
H M Revenue and Customs EE NI Sept	-29.63			
	1,138.39	BP	1,138.39	
Caretakers Pay Aug 2020		BP	811.76	
Harmer & Sons Ground Work Sept 2020		STO	698.89	116.48
Trevor Oku - Cemetery and Churchyard Services Sept		STO	320.00	
Unity Bank - Service charge - September		Statement	18.00	
Opus Energy - Parish Rm Gas 5 Aug to 4 Sept 20		DD	10.95	0.52
Everflow Allotment water 18-10-20 to 17-11-20		DD	38.25	
To pay				
Card payment - Buzz Networks - landline- Oct	7.96	Card		1.33
Ovenden Allworks - Gunpark path repair		BP	771.84	128.64
Mark Jones Tree Surgery - Large Stump removal in Gun Park		BP	336.00	56.00
MAW Jones & JL Jones - HP Inc UK Ltd - Printer		BP	328.18	54.70
Employers Pension Contribution Sept	252.47			
Employees Pension Contribution Sept	57.14			
	309.61	BP	309.61	
Harmer & Sons Ground Work October 2020		STO	698.89	116.48
Trevor Oku - Cemetery and Churchyard Services October 2020		STO	140.00	

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

None planned

b) Outside Events

- i) Remembrance Sunday – The Royal British Legion had asked if EPC (Eastry Parish Council) could insure their parade but EPC’s insurers will only insure EPC events. Cllr Bailey will attend the RBL walk on behalf of EPC and lay the wreath. There will be a church service afterwards but seats have to be booked in advance.

RESOLVED Cllr Bailey to represent EPC and lay the wreath, clerk to order the wreath.

Action Clerk & Cllr Bailey

- ii) Environment Agency Flood Warning Training – Free – 13th October
- iii) KALC Nimble Courses

Noted by members

- iv) Clerk's Conference the clerk had attended the virtual conference it had been very informative

11. POND AND PARADE

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

- i) Re-opening public toilets – discussions were held by the councillors, no requests had been made to the clerk to re-open the toilets.

RESOLVED keep the toilets closed.

12. ALLOTMENTS

To discuss matters raised by the Allotments Management Committee.

- i) Triangular allotment area behind log park –awaiting more resident's views of how to use the area.
- ii) New applicants – four new applicants had contacted the clerk, Cllr Bailey reported that several allotments were not being used so he would contact the applicants.

Action Cllr Bailey

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)Eastry Football Club – had proposed that they clear the overgrown area at the back of the goal at the allotment end of the Gun Park as they kept losing footballs in it, however this land is not owned by EPC. Discussions were held on the health and safety implications of this unfenced, unmaintained piece of land that does suffer with fly tipping.

RESOLVED Clerk to write to the landowners requesting that they cut back the overhanging vegetation that is encroaching on the gun park and fence off the are to recognise their liability and responsibility as landowners.

- iii) Phone call re: trees overhanging Cooks Lea & Gun Park path -Cllrs Jones, Russell and the Clerk had reviewed the trees and advised that there was not an urgent need to do any work.

RESOLVED these trees would be reviewed again when the Gun Park survey is carried out. Clerk to inform Parishioner.

Action Clerk

b) Play Area Improvements

- i)Eastry Young People's Club proposal – MUGA – A report had been emailed from Cllr Russell re: MUGA and existing playground improvements. Cllr Russell explained that EYPC wanted to build and pay for the multi-use sports court for use by all residents in the village. Ideally the MUGA would be sited between the existing play area and the shelter, so on EPC land. Discussions were held and the Cllrs felt they would like to see photos of the proposed site and proposed court and would like more information about insurance and costs of the proposal.

RESOLVED agree in principal to the MUGA being sited on the Gunn Park. Cllr Russell to provide more details and the Clerk to provide photographs for the next meeting.

Action Clerk & Cllr Russell

ii) Existing Playground – Discussions were held on whether to replace the whole playground at a potential cost of £60,000 to £90,000 or to complete any necessary repairs, remove the roundabout and add 1 or 2 more pieces of equipment.

RESOLVED to repair where necessary, remove the roundabout and add 1 or 2 pieces of new equipment. Cllr Russell and the Clerk to investigate and put a proposal together.

Action Cllr Russell & Clerk

c) 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

b. Recreation Ground

Charity Commission Return – to be completed.

Action Clerk

c. Bowling Green & Parish Room

15. REPORTS

To receive written or verbal reports from:-

- a) **County Cllr** – Cllr Chandler emailed a report that had been forwarded, answered any questions and suggested that the Clerk contact the Wingham Parish Clerk for advice on the MUGA. Cllr Chandler responded to questions about demands on Social care and stated that if anyone knew of a parishioner in need of help to encourage them to contact her.

Action Clerk

- b) **Dist Cllrs** – Dist Cllr Manion reported that Housing is now back under the control of the local authority rather than East Kent Housing, DDC are working with the Police to tackle fly-tipping & Kent Fire & Rescue have bought enforcement action against a rogue landlord.

Cllr Kenton reported that Magistrates are being encouraged to give higher sentences for fly tipping and that cross county councils are working together against rogue traders and fly tippers. DDC has passed a revised budget as the world has changed due to the pandemic, however the robust budget policies of the past have led to good reserves and so support and investment will be continue, there will be bigger budgetary pressures next year. The budget may need to be revised again due to Brexit and Brexit may lead to the more local jobs. One hundred and sixty new council houses are planned in the DDC area, DDC are concerned about the new planning White Paper and hope that the Local plan they have been working on will be allowed to continue. The long term aim is for the planning process to be simplified.

- c) **Parish Councillors** – Cllr Jones advised that a collection had been started for a retirement gift for Sarah Wells, all donations welcome and current councillors to let past councillors know.

Action all Cllr

- d) **PCSO**- no report

16. COMMUNICATION

To agree Council communication to the following media:-

a) Communication Strategy**b) Village News Letter**

The Clerk submitted several entries to the latest edition of Eastry Village News on behalf of the Parish Council and will continue to do.

c) Mercury Report

No report

d) Web Site**17. DATE OF NEXT MEETING**

The next meeting of the Council will be 2nd Nov 2020

Scheduled 7th Dec 2020 4th Jan 2021 1st Feb 2021

Closed 21.30

Appendix A

	Predicted Out turn Jan 2020	Actual to 31-03-2020	Budget 2020/21	Actual to 30-09-2020
RECEIPTS				
Precept	55,070.60	55,070.60	56,190.00	56,190.00
Allotments	824.10	824.10	850.00	0.00
Burials	1,220.00	1,550.00	2,000.00	1,600.00
Grants	10,000.00	10,000.00	0.00	0.00
Interest Current Account	100.00	108.54	100.00	19.88
Capital Interest	380.00	384.78	380.00	60.25
VAT	2,853.67	2,853.67	3,236.10	5738.42
Other	65.00	65.06	65.00	0.00
	70,513.37	70,856.75	62,821.10	63,608.55
Current Account Funds B/F	107,259.57	107,259.57	106,187.39	106,187.39
Capital Carry Forward	68,677.24	68,667.24	69,052.02	69,052.02
	246,450.18	246,783.56	238,060.51	238,847.96
PAYMENTS - CURRENT ACCOUNT	Predicted Out turn Jan 2020	Actual to 31-03-2020	Budget 2020/21	Actual to 30-09-2020
<i>Admin</i> Clerks Salary	12,868.00	12,867.93	13,404.00	6644.19
PC national Insurance Contribution	532.00	580.62	603.00	287.89
Pension Contribution	2,290.00	2,499.68	2,614.00	1519.51
	15,690.00	15,948.23	16,621.00	8,451.59
Telephone	96.00	26.00	170.00	144.61
Office Allowance	198.00	72.00	360.00	270.00
Stationery - Consumables - Postage	350.00	190.71	300.00	87.09
Office equipment - Computer				415.83
Audit Fees	300.00	300.00	300.00	0.00
Internal Auditor	90.00	90.00	125.00	75.00
Insurance	2,100.00	2,032.86	2,400.00	0.00
Training	0.00	0.00	300.00	0.00
Travelling/Cllrs Expenses	0.00	0.00	300.00	0.00
Annual Meeting	36.00	36.00	50.00	0.00
Web-Site & Internet security & email	120.00	200.99	1,250.00	1220.33
Wreath - remembrance Sunday	20.00	20.00	25.00	0.00
Bank Charges	72.00	72.00	72.00	36.00
Contingency Pension deficit fund	0.00	0.00	5,000.00	0.00
	19,072.00	18,988.79	27,273.00	2,248.86
<i>Parish Room & Pavilion</i> Rates	81.65	81.65	90.00	0.00
Gas	350.00	357.33	350.00	149.89
Electric	350.00	364.64	350.00	111.13
Fire Extinguishers Check	54.30	54.30	150.00	70.14
Boiler Service	100.00	0.00	100.00	0.00
maintenance/improvements	85.00	0.00	250.00	0.00
Pavilion Fire Extinguisher Checks	55.80	55.80	150.00	0.00
Repair following vandalism	250.00	0.00	250.00	0.00
	1,326.75	913.72	1,690.00	331.16
PAYMENTS - CURRENT ACCOUNT	Predicted Out turn Jan 2020	Actual to 31-03-2020	Budget 2020/21	Actual to 30-09-2020
<i>Ground Work</i> Chch Yrd & CemeteryGrass	1,900.00	1,870.00	1,900.00	1700.00
Chch Yard & Cemetery hedges	695.00	696.17	695.00	347.46
Recreation Ground A3	1,132.00	1,133.79	1,132.00	625.98

	Gun Park A4	2,316.00	2,319.00	2,316.00	1158.00
	Allotments A5	1,804.00	1,805.96	1,804.00	901.98
	Highstreet A6	575.00	576.30	575.00	287.52
	Pond A7	467.00	467.63	467.00	233.52
	Tree Work All	1,650.00	1,240.00	2,000.00	0.00
	Additional Work	1,750.00	1,200.00	1,200.00	90.00
		12,289.00	11,308.85	12,089.00	5,344.46
<i>Allotments</i>	Allotment Maintenance	500.00	218.39	1,000.00	601.49
	Water Use	400.00	448.77	400.00	228.03
		900.00	667.16	1,400.00	829.52
<i>Leisure Fields</i>	Maintenance	600.00	22.00	1,500.00	214.00
	Vandalism Repairs	500.00	498.00	1,000.00	0.00
	Bins & Dog Bins	0.00	0.00	500.00	0.00
	Pond	300.00	0.00	1,000.00	0.00
	Play Equipment Inspection	400.00	373.50	500.00	88.50
	Parade	250.00	0.00	800.00	0.00
		2,050.00	893.50	5,300.00	302.50
<i>Community Services</i>	Village Caretaker	8,244.60	8244.60	8,543.00	4318.51
	Pension Contributions	0.00	0.00	257.00	0.00
	Equipment	165.00	91.93	200.00	123.99
	Toilet Supplies	65.00	45.25	65.00	17.40
	SID	0.00	0.00	250.00	0.00
	PAD Supplies	0.00	0.00	100.00	0.00
	Vounteer Support Warden	585.00	0.00	0.00	0.00
		9,059.60	8,381.78	9,415.00	4,459.90
<i>Grants</i>	Grants	1500.00	1,901.08	1,500.00	0.00
	Coffee Break	1700.00	1,766.55	1,700.00	220.00
	Section 137	0.00	0.00	500.00	0.00
		3200.00	3,667.63	3,700.00	220.00
<i>Church Yard Maintenance/works</i>	churchyard wall	0.00	0.00	1,000.00	0.00
	Monument Safety	95.80	95.80	2,000.00	0.00
		95.80	95.80	3,000.00	0.00
<i>Membership</i>	KALC	588.96	588.96	682.76	682.76
	Publications	0.00	0.00	250.00	0.00
	SLCC	101.00	101.00	110.00	0.00
	ICCM	95.00	95.00	100.00	95.00
		784.96	784.96	1,142.76	777.76
<i>Events</i>	Christmas Trees & Lights	300.00	208.15	300.00	0.00
	Parish Council elections	197.87	197.87	0.00	0.00
	Eastry open day	0.00	0.00	150.00	87.60
		497.87	406.02	450.00	87.60
<i>Contingency</i>	Other Projects	1,532.50	1,532.50	3,548.73	0
	Damage falling tree Gun Park	0.00		0.00	454.00
	HMRC Overpayment	0.00		0.00	221.44
	Professional fees link to planning applic.	0.00	0.00	500.00	0.00
	Street Furniture	1,193.00	1,395.00	1,000.00	0.00
		2,725.50	2,927.50	5,048.73	675.44
	New Parish Room/Bowling club Capital	0.00	0.00	69,052.02	0.00
	New Parish Room/Bowling club Revenue	2,500.00	250.00	62,000.00	350.00
	Playarea - Allotments	17,000.00	16,522.30	0.00	0.00
	Play equipment Gun Park	0.00	0.00	13,500.00	0.00
	New toilets	0.00	0.00	4,000.00	0.00
	VAT	3,236.10	5,736.14	0.00	1056.29
Reserves		0.00	0.00	19,000.00	0.00
	Total	74,737.58	71,544.15	238,060.51	25,135.08

