

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD ON
MONDAY 3rd APRIL 2023 AT 7.30pm AT THE PARISH ROOM**

Present: Councillors: M Jones (Chair) A Barwick N Ellis M Hay M Kemp N Kenton J McDonnell
M Smith D Russell Cty Cllr Chandler Dist Cllr Manion PCSO Debbie Bishop Joanna Jones - Clerk

1. APOLOGIES

Apologies received from Cllrs Gourlay & Wood.

2. DECLARATIONS

No declarations of interest.

3. MINUTES OF LAST MEETING

RESOLVED the minutes of Eastry Parish Council Planning Committee Meeting held on 13th March 2023 are duly signed by the Chair as a true and correct record of the meeting.

RESOLVED the minutes of Eastry Parish Council Ordinary Meeting held on 13th March 2023 are duly signed by the Chair as a true and correct record of the meeting.

4. ACTIONS FROM THE LAST MEETING

COMMUNICATION

Other -Memorial plaque - Quotes for a new wooden bench have been sourced and the Hafeez family have been updated. **Action Discharged**

LEISURE FIELDS

Play Areas inspection reports – Quote for rubbing down and re-painting Centenary Garden goal posts will be provided when the weather has warmed up. **Action Clerk On-going**

REPORTS

Dist Cllrs – New Bus stands at the Guildhall in Sandwich - Cty Cllr Chandler reported that there are no plans to change the Highways arrangements, the height of the kerbs is the correct height to get on the buses, a safety audit has been undertaken with a satisfactory conclusion and there will be a new bus shelter in due course. **Action Discharged**

POND AND PARADE

Public Toilets – Caretaker advised floor needs re-painting – Cllr Kemp will complete in the Spring.

Action Cllr Kemp On-going

Finance Committee Meeting Actions

Allotment Charges – October invoice letter to allotment holders to include income & expenditure for 2022/23 and rental costs of other local allotment plots.

Action Clerk On-going

REPORTS

County Cllr – Cty Cllr Chandler took questions on the roundabout nearest to Eastry on the bypass, would follow up the possibility of more signage with Highways **Action Cty Cllr Chandler on-going**

CORRESPONDENCE

Great British Spring Clean – Litterpick booked for 13th May with pub for refreshments and DDC for equipment, Clerk to submit required paperwork to DDC.

Action Clerk On-going

Kent Mental Wellbeing Awards 2023- Clerk to complete nomination

Action Clerk On-going

The Circuit – Defibrillator checked & reported to The Circuit

Action Discharged

HIGHWAYS

HIP – Clerk contacted Highways , updated Worth Parish Council, chased Stagecoach and will take the 30mph tool kit to the Annual Parish Meeting and Cllrs Kenton and Kemp will put up the 30mph banner on Lower Street. **Action Clerk, Cllrs Kenton & Kemp On-going**

Parishioner raised concerns – Cars parked on pavements - Include in EVN article. **Action Discharged**

FINANCE

Zurich Insurance renewal – Renewed, added to April payments list. **Action Discharged**

FORTHCOMING EVENTS

Council Events - Age Concern Eat & Heat Lunch Club – Volunteers preferred to re-start the lunches in the Winter, Clerk informed Eastry CAN. **Action Discharged**

Coffee Morning – Was promoted on social media. **Action Discharged**

Annual Parish Meeting date – 23rd May - Village Hall is booked, Stratton Land will speak, Guides will deliver agendas and Clerk will organise refreshments with Cllr Russell.

Action Clerk & Cllr Russell On-going

Outside Events

Election Update - Election packs delivered to members. **Action Discharged**

Eastry Events – Fete 3rd June queries – Clerk updated Eastry Events. **Action Discharged**

Gun Park

New Play Area – Grass seed purchased Cllr Jones will spread at the appropriate time. **Action Cllr Jones**

CHURCHYARD AND CEMETERY

Bowling Green & Parish Room - Fire Safety Risk Assessment – All actions completed and copy of risk assessment sent to the Bowling Club. **Action Discharged**

REPORTS

Parish Councillors – *June Castle funeral* – Flowers were sent. **Action Discharged**

PCSO - Electric scooter – Reported to the Kent Community Warden and DDC anti-social behaviour team. **Action Discharged**

COMMUNICATION

Communication Strategy – Higher up on agenda in April. **Action Discharged**

EVN Deadline 14th May for June/July edition – Article submitted. **Action Discharged**

Cllr Lindsay Taylor now Cllr Lindsay Wood – New DPI completed and card sent. **Actions 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) Neighbourhood Watch updates & Fraud Alerts

ii) KALC & NALC – News & CEO Bulletins & Coronation Information

Noted by members.

c) Other

None received

6. HIGHWAYS

To discuss and agree actions relating to highways issues

a) Speedwatch – currently no new leader or volunteers

b) HIP – speed surveys

Discussions were held, it was noted that the HADMs data did not support an extension of the proposed 20mph zone further down Mill Lane, KCC Highways would pay for three of the required speed surveys, Eastry Parish Council was required to pay for the other two.

RESOLVED to pay £95 each for two KCC Highways speed surveys, Clerk to organise. **Action Clerk**

c) Church Street Parking Consultation

Cllr Russell reported that the surveys had been distributed to residents of Church Street and the environs, results will be analysed by Cllrs Russell, Gourlay & the Clerk, the summary would be shared with Parish Councillors before being presented at the Annual Parish Meeting along with a report about the progress of the HIP.

Action Cllrs Russell, Gourlay & Clerk

d) Thornton Lane – closed 10 -16th May

e) Felderland Lane closed 16th May

f) Email: Overgrown Hedge on Lower Street – Has been cut back

g) Flytipping opposite Shemara Farm entrance – reported

h) PROW email- Fingerpost St.Mary's Close – on schedule of works

All of the above noted by members.

7. FINANCE

To discuss financial matters affecting the council.

a) AGAR 2022/23 – Mazars external auditors – deadline 30th June 2023

The Financial check will be carried out by Cllr Wood in April and the Internal Audit is booked for the end of April, Clerk to finalise accounts.

Action Cllr Wood & Clerk

b) Everflow – Allotments Water credit £85.23

Noted by members.

8. PAYMENTS

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

Payments April 2023				
Receipts		£	£	
Memorials & Burials Income		981.00		
Paid between meetings				
Card Payments				VAT
Lidl – Public toilet supplies	Card	11.97		2.00
Tesco – Coffee Morning Supplies	Card	3.20		
UK Office Direct– Coffee Morning supplies	Card	39.04		1.19
Bickers – Coffee Morning supplies	Card	4.20		
Bickers – stationery	Card	4.48		.42
B & Q – Grass seed for play area	Card	17.50		
The Flower Basket – Funeral Flowers	Card	34.95		
Amazon – Fire Safety Signs – Parish Room	Card	7.46		1.24
Bickers – Coffee morning milk	Card	4.20		
EE Ltd – Mobile - April	Card	14.34		2.39
DDC – Business Rates – Parish Room	Card	21.92		
To pay – Unity Trust				
Zurich Insurance Renewal	BP	2,547.06		
DDC – 2 new Litter Bins & emptying costs	BP	623.02		
British Gas 19 Feb to 16 March – Meter 1610	DD	13.75		.65
AJL Garden Services - March	BP	812.83		

9. COMMUNICATION

To agree Council communication to the following media:-

a) Communication Strategy

Thanks was given to Cllr Gourlay for producing the document but as she was unable to attend the meeting it was agreed to move it to the next agenda.

Action Clerk

- b) EVN - Deadline 14th May for June/July edition – The Chair will provide details of the new Parish Council. **Action Cllr Jones**
- c) Web Site – updated regularly
- d) Netwise Servers – Maintenance 30th March

All of the above noted by members.

10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

a) Council Events

- i) Coffee Morning – School Choir now attending in May, new start time 9.30am

Noted by members

- ii) Litter Pick – 13th May – refreshments £5.50 per head

RESOLVED to pay £5.50 per head to The Five Bells for providing refreshments for those taking part in the litter pick. Clerk to produce paperwork required by DDC and collect and drop off litter picking equipment, Cllr Hay will organise a poster and promote litter pick on social media. **Action Clerk & Cllr Hay**

- iii) Annual Parish Meeting – 23rd May 7.30pm

Discussions were held it was agreed to ask Village organisations to provide written reports to be included in the pack and speakers would be Stratton Land, Chair, Clerk- Finance, County & District Councillors, Eastry CAN and HIP report by Cllr Russell, Clerk to organise agenda/flyers. **Action Clerk**

b) Outside Events

- i) KALC Training Events

RESOLVED to book two places on the Advanced Social Media Course at a cost of £37 plus VAT each, once confirmed that both Cllrs Hay & Gourlay can attend. **Action Clerk**

- ii) Eastry Events – Fete 3rd June – nothing to discuss.

- iii) DDC – VCS Event – 31st May 5pm

Noted by members.

- iv) Church Fete – 22nd July – Request to park on Recreation Ground

It was agreed that the Church Fete can use the Recreation Ground for parking as long as it is dry as this is a whole village event, Clerk to inform committee. **Action Clerk**

- v) Caretaker Annual Leave – 11th -21st April - toilets

It was agreed that Cllr McDonnell will lock & unlock the toilets. **Action Cllr McDonnell**

11. POND AND PARADE

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

- a) Pond – Licence/lease – Nothing to discuss
- b) Bench on Cross – quotes

Four quotes were considered from; Branson Leisure, Broxap, Glasdon and Memorial Benches UK.

RESOLVED to purchase the 1800mm Kennington Seat, with dark oak stain and bolt to surface fixings for £914 plus delivery and VAT from Broxap, Clerk to organise. **Action Clerk**

12. ALLOTMENTS

To discuss matters raised about the Allotments

Nothing to discuss

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) Pipe hole reported near to goal posts – The purpose of the hole could not be ascertained so Cllr Jones filled it in with topsoil.

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

- i) Cemetery extension – Nothing to discuss
- ii) Phonecall re: Uneven ground between gravestones

Discussions were held, the Churchyard had been inspected, thought will be given to improving the paths.

- iii) Alternative Contractor to cut grass due to broken mower

RESOLVED to contract AJL Landscapes to mow the churchyard for the same cost as the original contractor while his mower is repaired.

b) Recreation Ground

- i) Nothing to discuss.

c) Bowling Green & Parish Room

- i) Fire Safety Risk Assessment

The outstanding PAT tests had been completed, fire action signs put up and the recreation ground identified as the fire assembly point, all outstanding actions complete. The Bowling Club had queried the maximum number of people in the room, confirmed as 20, as advised in the report.

15. IMPROVING THE VILLAGE

- i) Nothing to discuss.

16. REPORTS

To receive written or verbal reports from:-

- a) **County Cllr** – Cty Councillor Chandler had emailed a report and gave a verbal report covering KCC cost of living support, solar panels, blue badge enforcement and the foster carer recruitment campaign.
- b) PCSO Debbie Bishop- Gave a report covering calls, her attendance at the coffee morning, patrols and moving to the rural task force. The PCSO also offered help for the Eastry Events Fete, Clerk to forward her details to the organisers. **Action Clerk**
- c) **Dist Cllrs** – Dist Cllrs Manion and Kenton gave reports on DDC affordable housing stock, the REACH environmental awards, litter picks, the funfair strategy, Tides, the outdoor local plan strategy and the Local Plan.
- d) **Parish Councillors** – The Chair thanked Cllr Kemp for all of his hard work as a Parish Councillor over the past sixteen years and also thanked Cllr Ellis for all he had done and wished him luck with Eastry CAN. Cllr Hay thanked the Parish Council for their condolences and the flowers sent to his Aunt's funeral. Cllr Elis urged members to support the various fundraising quizzes taking place. Cllr McDonnell was concerned that the new letters on the Eastry sign were a different colour to the old, it was agreed that they should all be replaced with the new letters by Cllr Kemp.

Action Clerk & Cllr Kemp.

17. DATE OF NEXT MEETING

The next meeting of the Council will be the Annual Parish Council Meeting on 15th May at 7.30pm.

Scheduled 23rd May - Annual Parish Meeting at Village Hall 5th June 3rd July

The meeting closed at 8.40pm