



EASTRY PARISH COUNCIL

Thornton House, Thornton Lane, Eastry, Sandwich, Kent, CT13 OEU
Tel 01304 746036

To all members of the Parish Council

31st May 2023

You are hereby summoned to attend the Ordinary Meeting of Eastry Parish Council to be held on Monday 5th June 2023 at 7.30pm at The Parish Room, for the purposes of transacting the following business

Joanna Jones
Clerk to the Parish Council

AGENDA

1. APOLOGIES

To receive and approve apologies for non-attendance at the meeting

2. DECLARATIONS

To receive declarations of interests relating to matters included on the agenda.

The meeting will be closed so that members of the public can speak.

Members of the public are welcome to attend but can only speak during the designated timeslot.

3. CO-OPTION OF PARISH COUNCILLORS

4. MINUTES OF LAST MEETING

To confirm the following minutes of the Parish Council

- a) Minutes of the of the Annual Parish Council Meeting held on 15th May 2023.
- b) Minutes of the Annual Parish Meeting held on 23rd May 2023.

5. DELEGATES

To nominate Councillors to undertake the following roles

Delegates

- a) Village Hall Committee x 1

6. REVIEW OF PROCESSES AND PROCEDURES

To review and adopt appropriate procedures

- a) Communication Strategy – draft – emailed out

7. ACTIONS FROM THE LAST MEETING

To receive information resulting from actions generated at the last meeting.

8. CORRESPONDENCE

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

a) Consultation Documents

i)

b) Newsletters and Circulars

- i) Neighbourhood Watch updates & Fraud Alerts
- ii) KALC & NALC – News & CEO Bulletins

c) Other

9. HIGHWAYS

To discuss and agree actions relating to highways issues

- a) HIP

- b) Woodnesborough Lane – closed 19th May
- c) Blocked footpaths EE490/EE491/EE488 all reported to PROW
- d) Gore Lane – closed 19th July
- e) Hay Hill – closed 18th May – up to 7 days
- f) Northbourne Road patching – 30th May
- g) Felderland Lane – Road markings paint refresh requested
- h) Heronden Road – Abandoned caravan – reported to Country Eye
- i) Email re: Speeding traffic – Clerk responded
- j) Street name consultation – Former Eastry Hospital site
- k) KCC – Claimed restricted byway from Great Selson Farm to Drainless Road (C415) – request for evidence

10. FINANCE

To discuss financial matters affecting the council.

- a) 2022/23 Year End Accounts
- b) 2023/24 Budget
- c) Audit Form Section 1
 - i) Consider the findings of the review by the members meeting as a whole
 - ii) Approve the Annual Governance Statement by resolution in advance of approving the Accounting Statements.

d) Audit Form Section 2

- i) Consider the Accounting Statements by the members meeting as a whole;
- ii) Approve the Accounting Statements by resolution: and
- iii) Ensure the Accounting Statements are signed and dated by the person presiding at the meeting at which the approval is given

e) 2022/23 Grants for organisations

f) Unity Trust Mandate – to remove ex-Parish Councillors from Internet Banking and all Unity Trust Accounts altogether & add Cllrs Russell, Gourlay & McDonnell to Internet Banking.

g) Natwest Bank Mandate – We resolve that if we add or remove Authorised Signatories in the ‘Add or Remove Authorised Signatories’ section on the ‘About your request ‘ page of this form, the Bank will update our mandate accordingly for the accounts we specify in this form’s ‘About your business ‘ section – to remove ex-Councillor Martin Kemp from all Natwest accounts.

h) SLCC – Community Ownership Fund

i) Everflow – Allotments water credit - £39.86

11. PAYMENTS

To resolve the approval of payments presented at this meeting

12. REPORTS

To receive written or verbal reports from:-

- a) **County Cllr** –
- b) **Dist Cllrs**
- c) **Parish Councillors**
- d) **PCSO** - New PC Matt Hawkes

13. FORTHCOMING EVENTS

To discuss and agree actions relating to events

- a) **Council Events**
 - i) Coffee Morning
- b) **Outside Events**

- i) KALC Training Events
- ii) Eastry Events – Fete 3rd June
- iii) DDC Voluntary Community Sector Event – 15th June 5-7pm

14. POND AND PARADE

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

- a) Pond – Licence/lease – in progress
- b) Bench on Cross - ordered

15. ALLOTMENTS

To discuss matters raised about the Allotments

- a) Sheds broken into – Police attended – possible free shed alarms
- b) Email re: Boundary fences

16. LEISURE FIELDS

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

a) Gun Park

- i) Play area & Centenary Garden gates & swing tails – repair work booked 1st June
- ii) Zipwire pull handle broken – Repair completed 26th May – FOC
- iii) Grass Pitch Funding – Info session – 13th July 10am-11.30am

17. 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
- ii) Access cut through hedge near kissing gate – Police have attended
- iii) Grounds Maintenance Contractor terminated contract
- iv) Low overhanging tree over path

b) Recreation Ground

- i)

c) Bowling Green & Parish Room

- i) Stratton Land Quote – Parish Room re-build

18. COMMUNICATION

To agree Council communication to the following media:-

- a) EVN - Deadline 17th July for Aug/Sept edition
- b) Web Site – updated regularly

19. DATE OF NEXT MEETING

The next proposed meeting of the Council will be the Ordinary Meeting on 3rd July at 7.30pm in the Parish Room.

Scheduled 4th September 2nd October 6th November 4th December