

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD ON  
MONDAY 3<sup>rd</sup> JULY 2023 AT 7.30pm AT THE PARISH ROOM**

**Present: Councillors:** D Russell (Chair) A Barwick M Hay M Gourlay N Kenton J McDonnell  
L Wood K Bell (part) Joanna Jones - Clerk 2 Members of the Public

### 1. APOLOGIES

Apologies received from Cllrs Jones & Smith & Dist Cllr Manion.

### 2. DECLARATIONS

Cllr Wood declared an interest in 14a(ii) Climbing Hexagons graffitied. The meeting closed and the member of the public who wished to speak requested that the public toilets were opened at the weekends and on Bank Holidays. The other member of the public did not wish to speak so the meeting re-opened at 7.35pm.

### 3. CO-OPTION OF PARISH COUNCILLORS

To co-opt Parish Councillors

#### a) Co-option Candidate

An application for the vacancy had been received from Kirsten Bell, who had been interviewed by the Chairman and Vice Chairman and was in attendance at the meeting.

RESOLVED Kirsten Bell should be co-opted onto the Parish Council, proposed by Cllr Russell and seconded by Cllr Hay. Mrs Bell signed the Declaration of Acceptance of Office and took her place on the Council, Clerk to inform DDC and organise an email account. **Action Clerk**

Cllr Russell expressed condolences on behalf of the Parish Council to Cllr Smith for the passing of his wife, the Clerk confirmed that a sympathy card had been sent.

### 4. MINUTES OF LAST MEETING

- a) RESOLVED the minutes of the Planning Committee Meeting held on 5<sup>th</sup> June 2023 are duly signed by the Chairman as a true and correct record of the meeting.
- b) RESOLVED the minutes of the Ordinary Parish Council Meeting held on 5<sup>th</sup> June 2023 are duly signed by the Chairman as a true and correct record of the meeting.

### 5. ACTIONS FROM THE LAST MEETING

#### PLANNING COMMITTEE MEETING

PLANNING APPLICATIONS – DOV/23/00653 – Clerk responded no objections to DDC.

**Action Discharged**

#### ORDINARY MEETING

CO-OPTION OF PARISH COUNCILLORS - Interview held.

**Action Discharged**

DELEGATES - Village Hall Committee – informed of delegate.

**Action Discharged**

#### REVIEW OF PROCESSES AND PROCEDURES

Communication Strategy – Free upgrade of Netwise Email and Website package complete. Social media and IT policies and profiles of the Parish Councillors being produced. **Action Cllrs Hay & Gourlay On-going**

POND AND PARADE - Public Toilets – Floor to be re-painted in the Spring.

**Action Ex-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 to follow up on the possibility of more signage on the bypass roundabout

nearest to Eastry, with Highways

**Action Cty Cllr Chandler on-going**

## **HIGHWAYS**

HIP – 30mph tool kit distributed at Annual Parish Meeting, Cllr Kenton will leave the 30mph banner at Gladwells & Cllrs Gourlay & Bell will put it up.

**Action Cllrs Gourlay & Bell On-going**

## **REPORTS**

Parish Councillors – Eastry letters on the Eastry sign replaced.

**Action Discharged**

## **HIGHWAYS**

Parking on double yellow lines outside the shop and post office – FOI response from DDC, 13 tickets issued, ten on the High Street.

**Action Discharged**

## **CORRESPONDENCE**

Email re: Commercial uses for Chapel – Clerk responded.

**Action Discharged**

## **HIGHWAYS**

HIP – Highways & The Bull responses – The DDC Parking Manager had attended a site visit to discuss the possibility of installing a gate from the Bowling Green into the car park, awaiting response from DDC Property Services.

**Action Clerk On-going**

KCC – Claimed restricted byway from Great Selson Farm to Drainless Road (C415) – request for evidence – nothing to report.

**Action Discharged**

## **FINANCE**

Clerk to file AGAR – AGAR submitted.

**Action Discharged**

2022/23 Grants for organisations – Updated form on website

**Action Discharged**

Unity Trust Mandate – Submitted

**Action Discharged**

Natwest Bank Mandate – Submitted

**Action Discharged**

SLCC – Community Ownership Fund – Application submitted

**Action Discharged**

Parish Council Cost of Living Community Grant Scheme – Eastry CAN advised

**Action Discharged**

## **FORTHCOMING EVENTS**

**Council Events** - Coffee Morning – Social Prescriber visit booked

**Action Discharged**

## **POND AND PARADE**

Area behind Horse Trough – Brownie project – Brownies updated.

**Action Discharged**

Toilets locking & unlocking – Cllr McDonnell completed, Caretaker now back

**Action Discharged**

## **LEISURE FIELDS**

**Gun Park** - Play area & Centenary Garden gates & swing tails – Repair work had been checked, Cllr Hay will look at the gates to see if the hydraulics and springs can be repaired, Clerk to get quotes for replacement gates.

**Action Cllr Hay & Clerk**

Grass Pitch Funding – Football Club are already in discussions, no need for Parish Councillors to attend session.

**Action Discharged**

White bags of grass cuttings in play area – now gone.

**Action Discharged**

## **CHURCHYARD AND CEMETERY**

Access cut through hedge near kissing gate – Contractor instructed.

**Action Discharged**

Grounds Maintenance Contractor – New contractor instructed. Contract will go out to tender again at end of year ready for March 2024 start.

**Action Clerk On-going**

Low overhanging tree over path – Cllr Jones trimmed back.

**Action Discharged**

**Bowling Green & Parish Room - Stratton Land Quote – Parish Room re-build**

Chair to follow up enquiries with Stratton Land.

**Action Cllr Jones On-going**

## 6. CORRESPONDENCE

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

### a) Consultation Documents

i) Public Consultation – Draft Kent Minerals & Waste Sites Local Plan

Agreed that Cllr Hay would complete

**Action Cllr Hay**

ii) DDC Consultation – Draft Air Quality Action Plan

Agreed that Cllr Gourlay would complete

**Action Cllr Gourlay**

### b) Newsletters and Circulars

i) Neighbourhood Watch updates & Fraud Alerts

ii) KALC & NALC – News & CEO Bulletins

iii) Rural Policing Update

iv) Unity Trust – Online Banking Update

All of the above noted by members.

### c) Other

i) Cllr Friend – Richborough Recycling Centre Updates

ii) D-Day 80 Celebrations – 6<sup>th</sup> June 2024

All of the above noted by members.

## 7. HIGHWAYS

To discuss and agree actions relating to highways issues

### a) HIP – DDC Update

The Parish Council were very disappointed that the speed survey results did not meet the criteria for a 20mph zone in the middle of the village but pleased that average speeds recorded were below 30mph.

Discussions were held, it was agreed that a campaign would be launched to encourage people to drive more carefully, Cllrs Gourlay & Hay would promote via EVN and social media and the Clerk would request two more large 30mph banners from Highways. Lengthy discussions were also held on the double yellow line proposal for Church Street. RESOLVED to pay £2,850 to KCC Highways for the Traffic Regulation Order in order to investigate the proposal for double yellow lines on Church Street. Clerk to inform Highways and submit informal consultation results to them.

**Action Cllrs Gourlay, Hay & Clerk**

b) Woodnesborough Lane – closed 13<sup>th</sup> June

c) Northbourne Road, Betteshanger – closed 13<sup>th</sup> July

Both of the above noted by members.

d) Complaint – Overgrown hedge -footpath from Parade to Church Street

Discussions were held, it was agreed that the Clerk is to send letters to residents requesting that they cut their hedges back.

**Action Clerk**

e) Email – Further damage to Style Cottage, bollards requested – forwarded to KCC Highways as part of HIP, KCC unable to help as it is private property.

f) Overgrown hedges on Sandwich Road – reported to KCC Highways

g) Overgrown Vegetation either side of entrance to Peak Drive – reported to DDC

All of the above noted by members.

h) Speed complaints at Cooks Lea – Clerk responded, schools response

It was agreed that Cllrs Hay & Gourlay would include this area in their articles about speeding and Clerk had requested that the Community Policeman attend and investigate.

**Action Cllrs Hay & Gourlay**

i)Overgrown vegetation LHS – Gun Park to High Street footpath

It was agreed that the Clerk is to send letters to residents requesting that they cut their hedges back here and also where the hedges are overgrown on the footpath to the Mill Lane allotments. **Action Clerk**

j)Hay Lane closed – 4<sup>th</sup> July

k)Picnic Site – Overflowing bins reported to DDC

All of the above noted by members.

## 8. FINANCE

To discuss financial matters affecting the council.

a) Grant Request – Eastry CAN - £1,000

RESOLVED to pay Eastry CAN £1,000 grant from the Parish Council Cost of Living Community Grant Scheme funding.

b) Everflow – Allotments water credit - £15.24

Noted by members

## 9. PAYMENTS

a) RESOLVED the following payments should be made, proposed by Cllr Barwick and seconded by Cllr Hay

<b>Payments July 2023</b>				
<b>Receipts</b>		£	£	
Churchyard Memorials & Interments		585.00		
<b>Paid between meetings</b>				
<b>Card Payments</b>				
Bickers News – Coffee Morning Supplies		Card	6.47	VAT
Bickers News – Coffee Morning Supplies		Card	4.20	
Virtual Landline - June		Card	7.96	1.33
Shoemart UK – Caretaker safety boots		Card	24.95	
<b>Unity Trust</b>				
British Gas – Gas - 21 April – 20 June Meter 0801		DD	147.02	7.00
<b>To pay – Unity Trust</b>				
Eastry CAN - Grant		BP	1,000.00	
Gary Boorman – Wooden Play Area goal posts painted		BP	493.00	
J E Waller – Churchyard Maintenance		BP	520.00	
Eastry Village Hall – Coffee Morning rent		BP	198.00	
Clerk – Net Salary - July		BP	1080.49	
Caretaker – Net Salary - July		BP	843.05	
Employee’s Pension Contribution - July	64.44			
Employer’s Pension Contribution - July	284.69			
		BP	349.13	
HM Revenue & Customs – PAYE - July	11.80			
HM Revenue & Customs – ER NI- Caretaker - July	11.74			
HM Revenue & Customs – ER NI- Clerk - July	57.07			
HM Revenue & Customs – EE NI- Clerk - July	14.83	BP	95.44	
AJL Garden Services – Grounds Maintenance - May		BP	812.83	
AJL Garden Services – Grounds Maintenance - June		BP	812.83	
AJL Garden Services – Grounds Maintenance - July		BP	812.83	
RG Williams – New taps men’s toilets Parish Room		BP	88.00	

Unity Trust – 1/4ly Bank Charge		DD	18.00	
Reuben Crick – Skate Park Tarmac		BP	3,620.00	

## 10. REPORTS

To receive written or verbal reports from:-

- a) **County Cllr** – No report
- b) **Dist Cllrs** – No report
- c) **Parish Councillors** – No reports
- d) **PCSO** – New PC Matt Hawkes

## 11. FORTHCOMING EVENTS

To discuss and agree actions relating to events

### a) Council Events

- i) Coffee Morning – Social Prescribing Team attending on August 18th

### a) Outside Events

- i) KALC Training Events

Noted by members.

## 12. 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

Both of the above noted by members.

### c) Public Toilet opening hours

Discussions were held, **RESOLVED** to extend the toilet opening hours to include the weekends and bank holidays from April to the end of October, to ask the caretaker if he would like the extra hours and if not to advertise the position in EVN and in local shops, for 1 hour a day at the spot salary rate of SCP8.

**Action Clerk**

### d) Village Car Park refurbishment

Clerk had requested that DDC clear away the excess vegetation and re-line the car park, work planned to be completed on 10<sup>th</sup> July.

## 13. ALLOTMENTS

- a) Shed alarms distributed at coffee morning – hopefully more to come

Noted by members.

- b) Overgrown self-seeded tree damaging Neighbour's fence.

Clerk to liaise with neighbour and get three quotes for tree removal.

**Action Clerk**

- c) More allotment shed break-ins - reported to Police

The Parish Councillors were most concerned about the break-ins, discussions were held and it was agreed that Cllrs Wood, Hay & the Clerk would explore CTV and signage options with the allotment holders.

**Action Clerk, Cllrs Wood & Hay**

## 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) Skate Park tarmac patching complete

Noted by members

- ii) Climbing Hexagons graffitied – graffiti wipes etc. ordered

The School were also upset about the graffiti and either a Parish Councillor or the Community Policeman would go into the school to speak to the children, Clerk to liaise.

**Action Clerk**

iii) Trees overhanging footpaths in Gun Park – too low

It was agreed that Cllrs Russell and Jones would assess the trees in the Gun Park and Recreation Ground and Cllrs McDonnell & Jones would assess the trees in the Churchyard and produce a tree specification that the Clerk would put out for quotations.

**Action Cllrs Russell, Jones, McDonnell & Clerk**

iv) Beacon damaged

Cllr Jones to inspect and Clerk to get quotes for repair.

**Action Cllr Jones & Clerk**

v) Veolia – driving over Gun Park Clerk to report to Veolia & DDC

**Action Clerk**

vi) Damaged Gun Park Bin – reported to DDC

vii) Goal Posts vandalised – Clerk to investigate with Football Club

**Action Clerk**

viii) Email- Dart grass in Gun Park

Discussions were held, as this is not a notifiable plant and can grow anywhere, no action was deemed necessary.

#### **b) Centenary Gardens Play Area**

i) Goal posts - painting completed

### **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**

i) Cemetery extension – no action at current time

ii) Kissing Gate alterations – in hand

iii) New Grounds Maintenance Contractor – Parish Councillors are happy with a good job being done.

#### **b) Recreation Ground**

i)

#### **c) Bowling Green & Parish Room**

i) Stratton Land Quote – Parish Room re-build

ii) Taps replaced – Gent's toilets

Noted by members.

### **16. COMMUNICATION**

To agree Council communication to the following media:-

a) EVN - Deadline 14<sup>th</sup> July for Aug/Sept edition

b) Web Site – updated regularly

### **17. DATE OF NEXT MEETING**

The next proposed meeting of the Council will be the Ordinary Meeting on 4<sup>th</sup> September at 7.30pm in the Parish Room.

Scheduled

2<sup>nd</sup> October

6<sup>th</sup> November 4<sup>th</sup> December

The meeting closed at 9.20pm