

**MINUTES OF THE ORDINARY MEETING OF EASTRY PARISH COUNCIL HELD ON  
MONDAY 8<sup>th</sup> JANUARY 2024 AT 7.30pm AT THE PARISH ROOM**

**Present: Councillors:** Cllrs: Jones (Chair) Barwick Bell Gourlay Hay Kenton McDonnell  
Rollins-Gaughran Russell Smith Joanna Jones - Clerk

**1. APOLOGIES**

None received.

**2. DECLARATIONS**

No declarations of interest.

**3. MINUTES OF LAST MEETING**

- a) RESOLVED the minutes of the Planning Committee Meeting held on 4<sup>th</sup> December 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 4<sup>th</sup> December 2023 are duly signed by the Chairman as a true and correct record of the meeting.

**4. ACTIONS FROM THE LAST MEETING**

**POND AND PARADE** - Public Toilets – Confirmed that the floor will be re-painted in the Spring.

**Action Discharged**

**REPORTS - County Cllr** – Cty Cllr Chandler to follow up on the possibility of more signage on the bypass roundabout nearest to Eastry with Highways – remedial work to start in the Spring. **Action Discharged**

**CORRESPONDENCE**

Email – The History of Eastry Parish Council document – Posted on the website.

**Action Discharged**

**HIGHWAYS**

HIP – Submitted to Highways, Cty Cllr Chandler to ask KCC to look at the Sandwich Road junction onto the bypass.

**Action Cty Cllr Chandler On-going**

**REPORTS**

**County Cllr** –Cty Cllr Chandler to forward flooding near Whitfield roundabout concerns to National Highways.

**Action Cty Cllr Chandler On-going**

**CO-OPTION OF PARISH COUNCILLORS**

Georgina Rollins-Gaughran co-opted – DDC informed, email account set up. RESOLVED to pay Netwise £19.36 to set up the additional email account.

**Action Discharged**

**HIGHWAYS**

HIP & Parishioner request – Clerk updated KCC Highways about HIP requests and informed Woodnesborough Parish Council about the horse sign request.

**Action Discharged**

Thornton Lane flytipping – Cllr Hay to design a poster to promote Country Eye which will go out on social media, Clerk to put on the noticeboard.

**Action Cllr Hay & Clerk On-going**

Speed Campaign – Banner & Bin sticker & Logo quotes – order placed, proofs to be approved.

**Action Discharged**

**FINANCE**

Budget Ideas – Budget updated and Highways reported that one more pole required if two SID cameras to be used.

**Action Discharged**

**FORTHCOMING EVENTS**

**Council Events** - Christmas Trees & electricity – It was noted that the two Christmas trees had only cost

£190, the electricity charge for the lights for the Christmas trees has been calculated. **Action Discharged**

### **POND AND PARADE**

Parade – blocked drainpipe/ soakaway – Clerk updated Butcher’s landlord and Cllrs Jones & Barwick investigated further. **Action Discharged**

### **ALLOTMENTS**

Neighbouring Conifer trees - Clerk wrote to the allotment holders and neighbour. **Action Discharged**

### **LEISURE FIELDS**

**Gun Park** - Inspection reports – Clerk contacted Kompan about the roundabout and quotes sourced for repairs to the wobbly fence and step and sunken patches at skate park. **Action Discharged**

Parishioner request – Flood lights at Gun Park - Clerk updated parishioner. **Action Discharged**

### **CHURCHYARD AND CEMETERY**

Bowling Club – Cracked breeze block wall – Cllr Kenton to investigate further the liability for the wall repairs, the Clerk has found out the history of the previous wall repair, and updated the Bowling Club, Cllr Jones to find out the cost of a survey on the wall from a structural engineer. **Action Cllrs Kenton & Jones**

### **COMMUNICATION**

Web Site & Emails – Parish Councillors to continue to delete emails that are no longer required. **Action all Parish Councillors**

Communication Strategy – Social Media & IT Guidelines – Put on the website, Cllr Hay had followed up with KALC regarding policies required. More work is required on the Social Media & IT Policy, Cllrs Hay, Gourlay, Jones and the Clerk to work on it. **Action Cllrs Hay, Gourlay, Jones & Clerk On-going**

## **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

Noted by members.

### **c) Other**

None received.

## **6. HIGHWAYS**

To discuss and agree actions relating to highways issues

- a) HIP – Detailed discussions were held about the feedback from KCC Highways, it was agreed to ask for more details about the order of events if the runover build-outs are adopted. **RESOLVED** to pay either £1,068 for the design fee or £2,000 for the road safety audits for the runover build-out schemes at Sandwich Road and Lower Street, whichever cost needs to be paid first. Also agreed to ask KCC to retire item 2, Pedestrian Crossing request near Chemist and to continue to look into the Horse signs for Foxborough Hill and Clerk to request repainting of road markings at the 5-ways junctions. **Action Clerk**

- b) KCC Highways – Crash remedial measures on Eastry bypass – Start March 2024  
Noted by members

- c) Speed Campaign – Banner & Bin stickers & Logo proof - £1,020

**RESOLVED** to approve the artwork proofs and pay Mark Ansell £1,020 for banners, bin stickers and logo

work.

**Action Clerk**

- d) Speed Indicator Device – 2 devices requires another post

Discussions were held, it was agreed that Cllr Hay will look into proposed sites for an additional SID pole.

**Action Cllr Hay**

- e) Lower Street Crash – 2 emails, Clerk responded with HIP update

- f) Statenborough Lane – closed 4<sup>th</sup> December, up to 5 days

Both of the above noted by members.

- g) Fly tipping reported – Mattress on Eastry Bypass

The mattress has now been removed.

- h) Primary School Traffic Congestion – reported to Police & Community Warden who attended.

Clerk to report to PC Bowler and Community Warden that congestion still a problem. **Action Clerk**

- i) St. Mary's Close – Holly Hedge email

Discussions were held, hedge doesn't meet the criteria to be covered by The Hedgerows Regulations 1997, Clerk to inform Parishioner. **Action Clerk**

- j) Village Car Park – DDC considering parking charges

Discussions were held, agreed that Clerk and Parish Councillors are to write to District Cllr Zosseder expressing concern about the proposed parking charges which will increase the traffic congestion in Eastry as the car park is relied upon for overspill parking in the village, the detrimental effect that charging will have on local businesses as shoppers are discouraged and that additional parked cars on the street will make it more dangerous for pedestrians crossing the road and for buses. **Action Clerk and Parish Councillors**

## 7. FINANCE

To discuss financial matters affecting the council.

- a) Natwest deposit account interest – November £148.42

- b) UK Power Networks Wayleave Income - £66.45

- c) Parish Council Grants & date for Finance Committee Meeting – 15<sup>th</sup> January 2024

All of the above noted by members.

- d) Budget Ideas

Clerk reported that draft budget has been prepared, very tight if all wishes are to be accommodated.

- e) Shared Office Equipment – Goodnestone Parish Council

Discussions were agreed that Goodnestone Parish Council can share use of office equipment as long as they pay towards paper, ink cartridges and other shared costs and when appropriate contribute appropriate amount towards cost of new equipment, 10%.

## 8. PAYMENTS

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

<b>Payments January 2024</b>				
<b>Receipts</b>		£	£	
Allotment income		23.00		
Memorial Income		506.00		
UK Power Networks Wayleave		66.45		
Savings Interest – Natwest to 30 <sup>th</sup> Nov		148.42		
Savings Interest – Unity Trust - Annual		435.36		
<b>Paid between meetings</b>				
<b>Card Payments</b>				
Bickers News – Coffee morning milk	Card	4.00		
Bickers News – Coffee morning milk	Card	1.40		
Virtual Landline - Dec	Card	8.75		<b>1.46</b>
EE – Mobile phone - January	Card	15.76		<b>2.63</b>

Office Direct – Coffee morning supplies & paper		Card	57.11	<b>4.20</b>
Bickers News – Coffee morning milk		Card	4.00	
<b>Unity Trust</b>				
Netwise – Extra Parish Councillor Email Account		BP	19.36	<b>3.23</b>
British Gas – Electric – 31 Oct – 30 Nov Meter 1610		DD	24.69	<b>1.18</b>
Unity Trust – Quarterly charges		DD	18.00	
British Gas – Gas – 17 Nov – 20 Dec Meter 3101		DD	158.94	<b>7.57</b>
<b>To pay – Unity Trust</b>				
Mark Ansell – Speed Campaign Banners & Bin Stickers		BP	1,020.00	
Eastry Village Hall – Coffee Morning Hire		BP	231.00	
Five Bells – Electricity for Christmas Tree Lights		BP	38.03	
Louise Chipchase – Two Christmas Trees		BP	190.00	
Clerk – Net Salary - Jan		BP	1,134.27	
Caretaker – Net Salary - Jan		BP	908.05	
Employee’s Pension Contribution - Jan	68.73			
Employer’s Pension Contribution - Jan	303.64			
		BP	372.37	
HM Revenue & Customs – Clerk - PAYE - Jan	26.40			
HM Revenue & Customs – ER NI- Caretaker - Jan	20.71			
HM Revenue & Customs – ER NI- Clerk - Jan	67.83			
HM Revenue & Customs – EE NI- Clerk - Dec	20.16	BP	135.10	
AJL Garden Services - December		BP	812.83	
British Gas – Electric – 30 Nov – 31 Dec Meter 1610		DD	27.80	<b>1.32</b>
Village Hall - Electricity for Christmas Tree Lights		BP	4.41	

## 9. REPORTS

To receive written or verbal reports from:-

- a) **County Cllr** – No report
- b) **Dist. Cllrs** – Dist. Cllr Kenton gave a short report, advising that KCC will only deal with drainage or Highways enquiries when there have been at least three reports and that it is currently budget setting time for Dover District Council.
- c) **Parish Councillors** – Cllr Russell reported that Eastry Young People’s Club (EYPC) are very happy with the refurbished bench, Cllr McDonnell was thanked for his hard work on this. Cllr Russell also reported that EYPC are looking for a new provider for the Nursery and that they recently took a group of young people and carers to the pantomime, there is a CPR training evening at EYPC on 5<sup>th</sup> March. Cllr Hay reported that more things are going on the Parish Council website.
- d) **PCSO** – PC Jon Bowler – no report

## 10. FORTHCOMING EVENTS

To discuss and agree actions relating to events

### a) Council Events

- i) Coffee Mornings – re-start 5<sup>th</sup> January, Hi-Kent Hearing Aid Charity are back
- ii) Greet Eat Meet Age Concern lunch – 19<sup>th</sup> January 2024 – tickets on sale at Bickers

Both of the above noted by members.

### iii) Christmas Trees & electricity

RESOLVED to pay the lower price of £190 for the two Christmas trees, £38.03 to the Five Bells and £4.41 to the Village Hall for the electricity for the Christmas tree lights. Discussions were held and it was agreed that moving forward the Christmas tree outside the Five Bells should be decorated with just lights and a fairy/doll at the top, Cllr Barwick would research new LED lights for this Christmas tree.

**Action Cllr Barwick**

iv)Litterpick, DDC pop-up event

Discussions were held and it was agreed that the Clerk is to ask DDC to postpone the pop-up event until April, when the weather has improved and add to next agenda for discussion of dates. **Action Clerk**

**a) Outside Events**

i)KALC Training events & Community Prepared Training Events

Noted by members.

**11. POND AND PARADE**

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

a) Parade – blocked drainpipe/ soakaway

Cllrs Jones & Barwick had investigated the blockage and found that the drainpipe was solid with silt, they will attempt to clear it on a dry day and report back. The overflowing water has caused a number of wobbly slabs on the parade, as this is a Health and Safety issue it was agreed that the Handyman is to be instructed to carry out emergency repairs to any wobbly slabs, using sharp sand to secure them for the time being.

**Action Cllrs Barwick & Jones & Clerk**

**b) ALLOTMENTS**

To discuss matters raised about the Allotments

a) Plots available – 2 more let in December

b) Hole cut in fence – Clerk instructed Handyman to carry out an emergency repair

Noted by members.

**c) LEISURE FIELDS**

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

**a) Gun Park**

i)Inspection report repairs – Wobbly block & fence & Centenary Gardens play area fence repairs – estimate £218

RESOLVED to instruct Gary Boorman to repair the block and steel railing at the Skate Park and to repair the mesh fencing at the Wooden play area for the sum of £218. **Action Clerk**

Concerns were also expressed about the wetpour under both sets of swings, Clerk to get quotes for repairing and replacing the wetpour. **Action Clerk**

ii)Roundabout – faulty – video sent to Kompan Claims Department

Noted by members.

iii)Treeworks Specification – Winter 2023 – Quotes

Four quotes were considered, ranging from £4,000 plus VAT to £12,540, RESOLVED to instruct Leaf Tree Services Ltd to carry out the treeworks for £4,000 Plus VAT. **Action Clerk**

iv)Skatepark Tarmac – repair quote

Discussions were held, it was agreed that Cllr Barwick would inspect the sunken patches and report back. **Action Cllr Barwick**

**b) Centenary Gardens Play Area**

Nothing to discuss.

**12. 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.

**b) Recreation Ground**

Nothing to discuss

**c)Bowling Green & Parish Room**

i) Stratton Land Quote – Parish Room re-build – nothing to discuss.

ii) Bowling Club – Cracked breeze block wall

The Clerk reported that the raised soil behind the cracked wall was due to the spoil from an extension of the Church Street property being dumped there over twenty years ago and that the wall had been rebuilt in the past, but not to a high standard.

iii) Bowling Club email re: cracked wall, handrail, planning

Discussions were held, it was agreed to let the Bowling Club know that plans to repair the wall are on-going and that Cllr Jones will be in touch to discuss a possible joint project to clean the path and install a handrail.

**Action Clerk & Cllr Jones**

### **13. COMMUNICATION**

To agree Council communication to the following media:-

a) EVN - Deadline 14<sup>th</sup> Jan for Feb/March edition

Cllr Gourlay to submit an article.

**Action Cllr Gourlay**

b) Web Site & Emails

Nothing further to report.

c) Communication Strategy – Social Media & IT Guidelines

Nothing further to report.

### **14. DATE OF NEXT MEETING**

The next proposed meeting of the Council will be the Finance Committee Meeting on 15<sup>th</sup> January 2023 at 7.30pm and the next Ordinary Meeting will be on 5<sup>th</sup> February at 7.30pm, both meetings will be in the Parish Room

Scheduled	4 <sup>th</sup> March	8 <sup>th</sup> April	13 <sup>th</sup> May	3 <sup>rd</sup> June
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The meeting closed at 9.18pm