

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON MONDAY 13 DECEMBER 04

PRESENT: Cllrs: Bearman, Boyle, Crawford, Mrs Cresswell (Chairman), Mrs Curry, Gardner, Poole, Street & Whiteside

ALSO PRESENT: Mrs K Bell (Clerk), 6 members of the public & Courier Reporter

APOLOGIES: Parish Cllrs. Cresswell & Shead, Borough Councillors Rogers & Mrs Holland

1. DECLARATIONS OF INTEREST

There were none

2. SKATE PARK

Cllr Mrs Cresswell reported that she had received details of the type of facility, which the Skate Park petitioners would like but that costs of provision would be in excess of £50,000. Whilst funding of £25,000 had been guaranteed from TMBC and the Committee of Sports Hall & Playing Field Management Committee members were asked to consider including a PC contribution within the 05/06 precept. Members agreed in principal to support the project and recognised that to enable the project to go ahead additional funding was necessary from fundraising initiatives and grants i.e. Landfill Tax Credit Scheme.

3. PARISHIONERS QUESTONS

There were none

4. PARISH COUNCIL

a. Minutes

It was **RESOLVED** that the minutes of the meeting held on 22 November 04 which had been copied to members be signed as a true record of the proceedings.

b. Matters arising not covered elsewhere on the agenda

(i) Minute 3, Anti Social Behaviour

It was reported that Sgt Perryman based at Tunbridge Wells Police Station would be taking a personal interest in the matter and that arrangements would be made to visit the affected residents and the Methodist Church at the earliest opportunity. It was also reported that a CCTV system had been installed in the village centre.

(ii) Minute 5 b (i) Deployment of Community Warden

It was reported that owing to previous commitments the Community Warden and Senior Warden were unable to attend the meeting. It was noted that the warden would be commencing her duties in the village on 20 December 04. The Clerk informed members that she had met with the warden and had been impressed with her enthusiasm for the village. The warden hoped to be able to attend a meeting on either 24 January 05 or 21 February 05.

(iii) Minute 6c, Synergy Planning & Property Consultants Ltd: Proposed 3 Telecommunications Installation at East Peckham Telephone Exchange

It was reported that the PCs comments had been noted and forwarded to the client, Crown Castle (UK) Ltd for their information.

(iv) Minute 10 e, 2004 Poppy Appeal

It was reported that the amount collected in East Peckham was £2,140.18. Following a discussion, it was **RESOLVED** that a letter of appreciation would be sent to the organisers of the Poppy appeal, Mr & Mrs Buckland.

c. Parish Council Website: Update

It was reported that good progress was being made and that it was likely that the website would be 'going live' in February 05. Members were reminded to submit a photograph and biographical details for inclusion on the website.

d. Annual Parish Meeting (March 05)

Guest Speakers

The Clerk informed members that as at 13 December Kent Police had responded stating that a representative could attend on 14 March but unfortunately Mr Williams from the Crime & Disorder Partnership was unavailable but could attend on 4 April 05.

Following a discussion it was **RESOLVED** that the Annual Meeting would be rescheduled to take place on 4 April 05 and the Planning Committee would be rescheduled to take place on 11 April 05

Annual Report contributions

Members were advised that contributions for the Annual Report were to be with the Clerk by the end of January 05.

Annual Report Front Cover Photograph

Following a discussion it was **RESOLVED** that:

- (i) Consideration would be given to the possible use of two photographs one being from the Parish Councils website the other of members participating in the hedge planting at the Primary School.
- (ii) The Clerk would obtain costs for producing the front cover of the report in colour.

5. PLANNING COMMITTEE

a. Minutes

The minutes of the meeting held on 06 December 04, which had been copied to members were tabled for approval.

b. Planning Applications

TM/04/04174/FL Removal of existing garage and construction of replacement three bay carport at Mount Pleasant Farm, Seven Mile Lane, East Peckham
AGREED

TM/04/04178/RD Details of landscaping submitted pursuant to condition 16 of planning permission TM/04/01561/FL (amendments during the course of construction of roadside services, approved under planning ref: TM/03/03592/FL) to increase service building, alter elevations and amend parking layout) at Land West of Boyle Way and East of Branbridges Road, East Peckham
NOTED

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6. TONBRIDGE & MALLING BOROUGH COUNCIL

a. Report of Borough Councillors

There was none.

b. Youth Support & Development: To consider recommendations made by Scrutiny Committee It was reported that in close liaison with KCC Youth & Community, TMBC was undertaking a scrutiny review covering four key issues, which were:

- Youth activity
- Partnership projects
- Involving young people (youth forum)
- Advice and support

As part of the review process the PC had been asked to comment on the key issues and to advise TMBC of youth activities taking place in the parish. Following a discussion it was

RESOLVED that it would not be necessary to comment on the document but the Clerk would forward a comprehensive list detailing the various youth activities taking place in the parish.

c. Christmas Refuse collections and tree recycling: To receive information

It was noted that Christmas tree recycling facilities would be available at Brookside Garden Centre during the period 30 December to 14 January and that there would be no change to the normal refuse collection arrangements.

7. GROUPS & ORGANISATIONS

a. Flooding:

(i) Multi Agency Steering committee

Cllr Poole drew attention to the following:

- There had not been a recent meeting.
- The technical group were in the process of finalising the details of the dam (including funding) and negotiating with landowners.

(ii) Emergency Planning Group (EPG)

Cllr Poole reported that he was still in contact with the various emergency services in an attempt to obtain copies of their emergency plans, which were believed to be public documents.

b. Committee of Sports Hall & Playing Field Management

It was reported that a recent meeting had not been held but that it was likely that a meeting would be held during January 05.

c. Community & Police Working Group

(i) Report of Representatives

Cllrs Crawford & Street reported that:

- A meeting had been held on 25 November 04.
- Crime figures were slightly up in recent months although taking the whole year into account the number of recorded incidents was down when compared to a similar period for last year.
- Speeding motorbikes along Seven Mile Lane did not appear to be causing much of a nuisance although it was noted that issue was more of a problem over the summer months.

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- Final arrangements had not been made regarding the retirement of PCs Bryant & Goddard although they were both due to retire during Summer 05.

(ii) Report of Meeting of Crime Prevention Panel held on 06 December 04

Cllrs Crawford & Street reported that they had attended the meeting. The meeting was positive and they felt it was beneficial for the Parish Council to be involved, as it would learn more about the initiatives undertaken by the panel leading to improvements in the work of the Community & Police Working Group. It was noted that the next meeting would be held on 21 February 05.

d. Village Design Statement (VDS)

Cllr Whiteside reported that the VDS was almost complete and that as the VDS Team had disbanded he would like the PC to form a sub committee to finalise the draft and oversee the printing of the document. Following a discussion, it was **RESOLVED** that a sub committee would be formed comprising of Cllrs. Boyle, Mrs Cresswell and Gardner with the specific aim of completing the VDS by the end of the current financial year.

8. CORRESPONDENCE

It was reported that the following items had been received:

a. Ditton Parish Council: Ditton Gazette (Autumn 04)

b. Action with Communities in Rural Kent (Formerly KRCC)

- (i) Rural News (Nov 04) – copied to members
 - (ii) Annual Report 2003/04
 - (iii) RAISE, Regional Network (October 04)
 - (iv) Adventure Playgrounds Ltd (Product Information) – passed to Cllr Cresswell
- c. SW Kent NHS: Patient Advice & Liaison Service (PALS): Information received
- d. The Standards Board for England: Information received on the following:
- (i) Local Investigations: Guidance for monitoring offices and standards committees
 - (ii) Lobby groups, dual hatted members and the Code of Conduct: guidance for members (10 copies received)
- e. KAPC: Notification of Area Committee to be held on 09 December 04
- f. Age Concern: Details received on fundraising challenges
- g. KCC: Kent Rural Directory
- h. J. Clubb Ltd: 2005 Calendar
- i. Christmas Cards received from Scribe 2000 & RBS Auditing
- j. CPRE
- (i) Fieldwork (December 04)
 - (ii) Calendar 2005
 - (iii) Kent Diary (Winter/Spring 05)

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- k. Blueprint (The Magazine of the Emergency Planning Society) (Winter 04/05) – passed to Cllr. Poole.
- l. TMBC: Here & Now (December/January 05) (3 copies received)

9. Finance

- a. **Bank Reconciliation as at 30.11.04:** noted & copied to members
- b. **2005/06 Precept:** To consider budgetary provisions
- (i) **Allotments**
It was reported that two quotations had been received in respect of the installation of new fencing with details as follows:
- | | | |
|-------------------|--------|--|
| Pembury Fencing | £1,690 | (did not include the removal of the existing chain link fence) |
| Harris Landscapes | £1,525 | (did include the removal of the existing chain link fence) |
- Following a discussion, it was proposed by Cllr Boyle, seconded by Cllr Gardner and **RESOLVED** that the work would be offered to Harris Landscapes and that the sum of £1,525 would be included in the 05/06 precept.
- (ii) **Village & Churchyard Grounds Maintenance Contract 2005/06**
It was reported that four quotations had been received with details as follows:
- | | | |
|--------------------|-------------|---|
| Landscape Services | £2128.73 or | (£2,926.51 incl village) |
| Rob Edwards | £3,649 or | (£6,185 & £15/hour for ad hoc maintenance to planted areas outside Curran Hall) |

Graham Meyer	£4,020 or	£5,540 (incl Village)
Hever Landscapes	£1,620	Quotation incomplete as did not include the churchyard lime trees & weed killing or the area outside the Methodist Building.

Following a discussion, it was **RESOLVED** that in order to allow Hever Landscapes the opportunity to submit a complete quotation for the work, the matter would be deferred until 10 January when it would be considered by the Planning Committee whose recommendation would be considered at the meeting of the Parish Council to be held on 24 January. In the meantime the Clerk would include a suitable provision within the 05/06 precept

(iii) **Skate Park**

Following a discussion it was **RESOLVED** that various amounts would be included in the estimates which would members would consider at the meeting of the Finance Committee on 17 January 05. Cllr Cresswell would also provide an itemised quotation for member's consideration.

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(iv) **Litter Clearing (Playing Fields)**

Following a discussion, it was proposed by Cllr Mrs Cresswell, seconded by Cllr Boyle and **RESOLVED** that the sum of £600 would be included in the 05/06 precept which would enable additional litter clearing to be carried out to the tennis courts and the children's play areas.

(v) **Village Sign**

Following a discussion it was **RESOLVED** that the cost for a replacement sign would be included in the estimates for members consideration at the Finance Committee on 17 January 05.

c. Clerks Christmas Bonus

It was proposed by Cllr. Mrs Cresswell seconded by Cllr Gardner and unanimously **RESOLVED** that the clerk would be awarded a Christmas bonus of £100. The clerk expressed her appreciation to the PC for its generosity.

d. Financial Transactions

Receipts since Parish Council on 22.11.04

24.11.04	Allotment receipts	£60.00
19.11.04	TMBC S136 2 nd Half	£4,780.00
Total receipts		£4,846.41

Automated Payments since Parish Council on 22.11.04

22.11.04	*British Gas – Sports Hall Energy	£79.00
Total automated payments		£79.00

The following payments are for approval (incl. VAT where applicable)

Mrs K Bell	December Salary & exps (S112)	£674.82 Chq 2205
Inland Revenue	Salary deductions Nov & Dec (S112)	£262.77 Chq 2206
Sweepclean (Kent)	November 04 Litter Clear (S137)	£264.39 Chq 2207
EDF Energy	Streetlight Maint Dec 04 (S10)	£306.72 Chq 2208
Travis Perkins	*Sports Hall (S19)	£1.41 Chq 2209
Brookside Garden Centre	Village Christmas tree (S137)	£32.40 Chq 2210
Mr R Edwards	2004/05 Village Maintenance(S164)	£72.00 Chq 2211
BT	Parish Office Telephone costs (S111)	£53.50 Chq 2213
Mrs K Bell	Clerks Christmas Bonus (S112)	£100.00 chq 2214
TOTAL		£1,768.01

*Payments charged to the Committee of Management grant

Note: Payment approved following an explanation from Mr Edwards that the extra work had been necessary as a result of the longer growing season during 2004/05.

10. Matters for future Discussion

There were none

11. Date & time of Next Meeting: 24 January 05 at 1930 hours

There being no additional business the meeting concluded at 21.12 p.m. and Cllr Mrs Cresswell wished everyone a Happy Christmas.