

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON MONDAY 18 OCTOBER 04

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

ALSO PRESENT: Mrs K Bell (Clerk), Courier reporter, approximately 15 members of the public for item 3c & Mr Clymer (member of the EPG)

1. DECLARATIONS OF INTEREST

The following interests were declared:

Cllr. Shead declared an interest in item 4b, planning application TM/04/03545/RD.

Cllr. Crawford declared an interest in item 11f, allotments

2. QUESTIONS FROM PARISHIONERS

There were none

3. PARISH COUNCIL

a. Minutes

Cllr. Poole requested that amendments be made to minute 4d and 7a(ii) of the minutes from the meeting held on 20 September 04. The minutes were amended by hand. It was then **RESOLVED** that they be signed as a true record of the proceedings.

b. Matters arising not covered elsewhere on the agenda

(i) Minute 4b, Policing of East Peckham

It was reported that Supt. Price was committed to retaining local officers to police East Peckham and that it was the Chief Constables view that the force would take a more community focussed direction. The posts would be advertised in the Spring and this would provide the opportunity to identify suitable candidates in sufficient time for them to have a reasonable handover period before the current incumbents retired. It was noted that East Peckham also had the benefit of two PCSOs.

(ii) Minute 6c, Local Democracy Week 2004

It was reported that the Primary School were agreeable to PCs visiting the school on 22 October and had suggested that interested members attend for the morning assembly. Cllr. Shead confirmed that he would attend.

(iii) Minute 8, Best Village Front Garden Competition

It was reported that letters of appreciation had been received from two prizewinners and one prizewinner had verbally expressed his appreciation to the Clerk.

(iv) Minute 9, Deployment of Community Warden

It was reported that the warden would be Shirley Fiddock and that she would commence her employment on 25 October. Prior to taking up her duties in the village she would be undergoing an eight-week training course. Both the warden and senior warden would be attending the PC meeting on 13 December 04.

(v) Minute 10, NHS: Shaping Your Local Health Services

It was reported that an email had been received from Wateringbury PC regarding the proposed changes to NHS Services. The email was noted and copied to members.

(vi) Minute 14c, Holy Trinity Flower & Art Festival

It was reported that a letter of appreciation had been received.

c. Dog Byelaws: To consider members written Special Resolution

It was reported that in accordance with Standing Order 36, a formal Written Special Resolution had been received (signed by 4 members who were present when the decision had been

made on 19 July 04 for the Clerk to carry out the necessary procedures and apply to the Secretary of State for confirmation of the dogs on leads byelaws for the Playing Fields and the dog prohibition ban from the Children's Play Area).

During a discussion, the following suggestions were made:

- That the PC withdraw its decision to apply for dogs on leads and a dog ban from the children's play area and that the matter would be reviewed annually.
- That the dogs on leads byelaws be abandoned provided dog exclusion areas were widened to include the children's play area, the chat room, the ballpark and the tennis courts.

Cllr Mrs Cresswell invited members of the public to comment and the following comments were made:

- The main objections to the byelaws were reiterated these included the lack of safe areas where a lone woman could exercise a dog.
- A resident queried why the minutes from the meeting on 20th September had only stated that the main objections had been summarised. The resident was informed that the minutes were not intended to be verbatim reports of speeches made but were as short as was consistent with clarity and accuracy and the arguments used in any discussion need only be recorded if the decision could not be expressed in any other way.
- A resident queried the statement made by TMBC. The resident was informed that the statement had received by email from a Senior Officer of TMBCs Environmental Health Department.

After further debate, it was proposed by Cllr. Gardner, seconded by Cllr. Shead and **RESOLVED** that the dogs on leads and dogs prohibition byelaws would be withdrawn subject to the following conditions:

- The matter would be subject to an annual review
- New signs banning dogs from the tennis courts, the ball park, the chat room and the children's play areas were installed.

Cllr. Cresswell as Chairman of the Committee of Sports Hall & Playing Field Management agreed to make arrangements for the signs to be installed at the earliest opportunity.

-2948-

d. Parish Council Website: Update

Cllr. Poole & Street reported that good progress was being made. Training would commence on 20 October and that the January 05 launch looked realistic. Members were invited to submit a photograph & biographical details for inclusion on the website.

e. Members Code of Conduct

It was reported that additional guidance had been received from the Standards Board in respect of Freemasonry. The information was noted and copied to members.

4. PLANNING COMMITTEE

a. Minutes

The minutes of the meeting held on 04 October 04, which had been copied to members, were approved.

b. Planning Applications

RESOLVED to comment as follows to TMBC:

TM/04/00521/FL Installation of automatic sliding door to existing shop front and new air conditioning condenser at Cooperative Store, 50 Pound Road, East Peckham

Note: amended drawings and details of expected noise levels from air conditioning condenser received

AGREED

- TM/04/02246/FL** Detached garage with first floor storage at Hop Scotch Cottage, 258 Bullen Lane, East Peckham
Note: Additional drawing showing elevations of garage received
AGREED provided that the proposed development was used solely ancillary to the primary property and did not create a separate hereditament. In addition it was believed that the garage would be sited on agricultural land and the PC questioned whether a change of use for the land had been approved.
- TM/04/02901/RD** Installation of 3 No. Motor Bike Parking Bays at Roadside Services Development, Branbridges Road, East Peckham
Note: Received for information only
NOTED
- TM/04/03500/FL** Conservatory at 15 Westwood Road, East Peckham
AGREED
- TM/04/03506/FL** Single storey detached garage at Naylands, Maidstone Road, Hadlow
AGREED
- TM/04/03545/RD** Details of location of replacement trees & timetable of ecological remediation works pursuant to conditions 4 & 6 of TM/03/02257/FL (diversion of watercourse & construction of dam to provide flood protection to the garden centre & raise land levels in field to the north) at Brookside Garden Centre, East Peckham
NOTED

-2949-

c. Planning Decisions

It was reported that **TMBC HAD REFUSED TO PERMIT** the following:

- TM/04/02501/LB** Alterations to redundant farm building to provide a new dwelling at Strettitt Farm, Snoll Hatch Road, East Peckham

It was reported that **TMBC HAD GRANTED PERMISSION** for the following:

- TM/04/02594/FL** Rear conservatory at 80 Hale Street, East Peckham

d. Planning Appeal

It was reported that an appeal had been made to the Planning Inspectorate against the decision of TMBC as LPA to refuse permission for the Construction of a Farm Animal Veterinary Unit at Challops Field, Maidstone Road, East Peckham.

e. KCC: Planning for Minerals in Kent 2004 – 2021: Building The Evidence Base - First Consultation on the Main Issues & Options

Having been circulated to members and perused with much interest, it was **RESOLVED** that it would not be necessary to comment.

f. Land to the rear of Branbridges Industrial Estate: To receive information

It was reported that the land had been sold and that the details of the new landowner had been received. Following a discussion, it was **RESOLVED** that the clerk would notify TMBC & write to the new landowner seeking clarification regarding his future plans for the land.

g. Consultation Draft: Statement of Community Involvement for Tonbridge & Malling Local Development Framework

Following a discussion, it was **RESOLVED** that as comments were not required until 26 November 04, the document would be circulated to members and discussed at the meeting of the Planning Committee to be held on 15th November 04.

5. **TONBRIDGE & MALLING BOROUGH COUNCIL**

a. **Report of Borough Councillors** There was none

b. **Summer Playscheme 04: Evaluation Report**

It was reported that the 2004 summer Playscheme had been successful with 150 children attending in the fourth week at East Peckham and the PC was thanked for its continued financial support of the fourth week.

Cllr. Poole queried the ratio of children from East Peckham who attended the EP site. Whilst unsure of the precise ratio, the clerk confirmed that the majority of children who attended the EP site were pupils of East Peckham Primary School.

c. **Licensing Act 2003 – Draft Licensing Policy for TMBC**

It was reported that on 01 September 04, TMBC approved for consultation purposes a draft licensing policy. The document would explain how TMBC would exercise its licensing functions to promote the four licensing objectives when determining applications. A copy of the draft licensing policy had been received and the PC had been invited to comment thereon. Following a discussion, it was **RESOLVED** that it would not be necessary to comment. The draft policy was forwarded to Cllrs. Crawford & Whiteside for perusal by the Village Hall Management Committee.

-2950-

d. **Grants to Voluntary & Community Groups**

It was reported that TMBC had re-launched their Voluntary & Community Sector grant scheme. Copies of the application forms for both the smaller and larger grants along with a fact sheet had been received. In order that as many groups and organisations were aware of the grant schemes, the Clerk would arrange for the details to be included in the Parish Magazine.

e. **Joint Transportation Board:**

The minutes from the meeting held on 13 September 04 were received and noted.

6. **GROUPS & ORGANISATIONS**

a. **Flooding:**

Cllr. Poole was pleased to report that the DEFRA bid had been successful and that a grant of 45% had been awarded. Work would not commence until 2005/06 and it was hoped that additional funding would be made available. It was anticipated that the scheme would be in operation for the 2005/06 flood season.

Cllr. Poole took the opportunity to remind members that the successful funding bid was a result of persistent pressure being exerted by the EPG and the PC. He stressed that this was only the 'end of the beginning' and the Steering Group would continue to evaluate other projects, which would avert or alleviate flooding risks to the village such as a proper review of the ditches in Addlestead Road and the reworking of the culverts under the road.

Cllr. Mrs Cresswell publicly thanked Cllr. Poole and Mr Clymer (a member of EPG) for their continued hard work and commitment on this issue.

b. **Committee of Sports Hall & Playing Field Management**

Cllr. Bearman drew attention to the allocation of football pitches and some confusion over the role of the groundsman. Cllr. Cresswell (Chairman of the Committee) stated that both issues were the responsibility of the Committee. He confirmed that pitches were allocated on a rotation basis and that he would clarify the role of the groundsman with the groundsman directly.

c. **Community & Police Working Group**

Cllr. Crawford & Street reported that the meeting which had been scheduled to take place on 28 October had been postponed and that it would be rearranged in order that the Community Warden would be able to attend.

d. Village Design Statement (VDS)

Cllr. Whiteside reported that the VDS Team were reforming with the aim of completing the project by the end of the current financial year.

7. TONBRIDGE CRIME PREVENTION PANEL

It was reported that the Tonbridge Crime Prevention Panel was made up of a group of volunteers from the community and statutory bodies such as the Police, KCC Youth & Community, PC's and TMBC. The purpose of the panel was to reduce crime and the fear of crime and therefore improve the quality of life for all residents in Tonbridge and the surrounding areas. The Panel was seeking to increase the involvement of the community and had invited representatives from the PC to attend a next meeting to be held on 6th December at Tonbridge Police Station. Following a discussion, it was **RESOLVED** that Cllrs. Crawford & Street would attend

-2951-

8. YOUTH CLUB: PROVISION OF YOUTH FACILITY

It was reported that a letter had been received from TMBC confirming that an extension to the sports hall could be considered but that the priority was for the needs of the young people to be identified. TMBC were in the process of liaising with the KCC Area Manager for Youth & Community to determine whether any advice or assistance could be offered in identifying the needs and hopefully the next stage would be to arrange for a meeting to take place with the young people. TMBC were encouraged that the Youth Club was well attended and that the project had the support of the police.

The Clerk confirmed that she had written to Mr Fryer keeping him informed of developments and emphasised that as the project was at an early development state it was important that the Youth Club actively worked with the PC and engaged the village by promoting the project and seeking the support of all residents.

9. DEFRA

It was reported that DEFRA had launched a consultation document titled 'Clean Neighbourhoods'. The consultation documentation was available on the website www.defra.gov.uk/corporate/consult/clean-neighbourhoods/index.htm and the PC had been invited to comment. It was **RESOLVED** that members could respond on an individual basis.

10. CORRESPONDENCE

It was reported that the following items had been received:

- a. Local Councils Update (September & October 04)
- b. TMBC:
 - (i) Details of Indoor Cricket Coaching Courses, autumn/winter 2004/05
 - (ii) Here & Now: Oct/Nov 2004 (3 copies received)
- c. Wicksteed Leisure: A guide to the Disability Discrimination Act 1995 and how the October 2004 provisions relating to outdoor public play areas (passed to Cllr. Cresswell)
- d. Kent Early Years & Childcare Unit: Parents Questionnaire
- e. Transfer of Justices Licence
 - (i) Brookers Oast
 - (ii) Somerfield, Tonbridge Filling Station, Branbridges Road, East Peckham
- f. The Pension Service: Details of Information Surgeries October – December 04
- g. KRCC:
 - (i) Community Transport Information Pack

- (ii) Details on Kent Community Foundation (Local Network Fund & Community Champions Fund)
- (iii) 2003 Licensing Act: Details of Specialist Briefing Meetings to be held during November 04
- (iv) Kent Volunteers 2004 Awards: Details received
- (v) Stage Systems (Product Information)
- (vi) Oast to Coast (autumn 04)
- (vii) Raise Regional Network (Summer 04)
- (viii) Community Halls Newsletter (Summer 04)
- (ix) Rural News (September 04) – copied to members

-2952-

- h. Emergency Planning Society: Blueprint Magazine (Passed to Cllr Poole)
- i. Videk (September 04): Product Information
- j. Wealden Fine Furniture: Product Information
- k. Hospice in the Weald News: Autumn 2004
- l. SMP Playgrounds: Play equipment information (passed to Cllr Cresswell)
- m. SW Kent NHS: Annual Report 2003/04
- n. SLCC: The Clerk
- o. Kent & Sussex FWAG: Invitation for PC representatives to attend the AGM to be held on 03 November 04
- p. KAPC: Notice of 57th AGM to be held on 13 November 04
- q. KCC: ProW Information Leaflets titled 'Enhancing Access to Kent's Countryside' & Community Paths Project – copied to members

11. FINANCE

- a. **Bank Reconciliation as at 30.9.04:** noted & copied to members
- b. **Audit**
2003/04 External Audit
 It was reported that DA had completed the audit for 2003/04. The auditors report stated *that 'on the basis of my review, in my opinion the information contained in the Annual Return is in accordance with the Audit Commissions requirements and no matters have come to my attention giving cause for concern that the relevant legislation and statutory requirements have not been met'*. The Clerk confirmed that in accordance with the Audit regulations she had prepared the Notice of Conclusion of Audit and it had been placed together with the Annual Return on the PC notice board.

2004/05 Internal Audit
 Cllrs. Crawford & Cresswell confirmed that an internal audit inspection would be carried out during November 04.
- c. **Budgetary Control Statement as at 30.9.04:** noted and copied to members
- d. **Special Works Grants 2004/05**
 The Clerk reported that grant application data had been forwarded to the PCC, Village Hall and the Committee of Sports Hall and Playing Field Management and that no applications had been received for consideration. She would therefore submit a nil return to TMBC.
- e. **Emergency Planning Society**

Although not due until January 05, it was reported that the membership fees would be increased from £70 to £75. Following a discussion, it was **RESOLVED** that the PC would continue to subscribe to the society

-2953-

f. Allotments

(i) Possible installation of replacement fencing

It was reported that a quotation of £1,690 (plus VAT) had been received in respect of replacement fencing at the allotments. Following a discussion, it was **RESOLVED** that prior to a decision being made additional quotations would be obtained.

(ii) Allotment Holder

Cllr. Whiteside informed members that Mr Grenham an allotment holder who was also a member of the Allotment Panel had in addition to tending his own plots put in a great deal of time, hard work and effort in maintaining the allotment site. In recognition of this effort, it was proposed by Cllr. Whiteside, seconded by Cllr. Gardner and **RESOLVED** that a National Garden Voucher to the sum of £25 would be given to Mr Grenham.

(iii) Allotment Working Party

It was reported that two working parties had been held at the allotments with a third to be held on Sunday 24 October 04. A great amount had been achieved and the allotment site was looking much tidier. It was established that posts and plot markers needed to be replaced and Cllr Whiteside stated they he would obtain quotations for member's consideration at a future meeting. Thanks were extended to all those involved.

g. Financial Transactions

Receipts since Parish Council on 20.9.04

06.10.04	Centenary Book Sales	£5.00
10.09.04	TMBC – 2004/05 Precept 2 nd Half	£23,709.50
30.09.04	Nat West – Interest	£308.86
Total receipts		£24,023.36

Automated Payments since Parish Council on 20.9.04

22.09.04	*British Gas – Sports Hall Energy	£79.00
30.09.04	Nat West – Bank Charges	£6.22
Total automated payments		£85.22

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

Mrs J Cresswell	Mileage – BVFG Judging	£8.08 Chq 2179
Mrs K Bell	September Expenses & BVFG refreshments	£58.22 Chq 2178
Post Office Ltd	Temporary Redirections	£26.30 Chq 2180
Mrs K Bell	October Salary & expenses	£679.07 Chq 2181/ 2182
Inland Revenue	Salary Deductions	£549.91 Chq 2183
KCC (KCS)	*Sports Hall Supplies	£106.22 Chq 2184
Kent Grassland Services	*Playing Field Maintenance	£499.38 Chq 2185
SweepClean (Kent)	Sept 04 Litter Clear (S137)	£176.26 Chq 2186
EDF Energy	Streetlight Maint Oct 04 & Streetlight improvement works @ Strettitt Gardens	£1,074.42 Chq 2187
Seaboard Energy	Streetlight Energy Charges July – Sept 04	£357.99 Chq 2188
E P Methodist Church	Hire of Hall/Office	£314.43 Chq 2189

-2954-

E P PCC	Remembrance Garden Grant	£81.00 Chq 2190
M V Funnell	Sandbag container repairs	£70.50 Chq 2191
Hills Office Services	Photocopier service & repair & Toner and print cartridges	£251.24 Chq 2192
Mr P Street	Printing & laminating photos For BVFG Comp (S137)	£50.00 Chq 2193
Mr E Grenham	Garden Vouchers	£25.00 Chq 2194
TOTAL		£4,328.02
*Payments charged to the Committee of Management grant		

Note: Attention was drawn to the following payments
 MV Funnell The payment was in respect of repairs to the vandalised sandbag container situated in the public car park, Pound Road. An insurance claim could not be submitted as the cost of repairs was below the insurance excess of £100.

Post Office Ltd Temporary redirection of the PCs post whilst the clerk was on leave

12. MATTERS FOR FURTHER DISCUSSION

Cllr Poole Village Sign

Requested an update on the damaged Village Sign. It was agreed that in view of the anticipated high costs of either repairing or replacing the sign the Clerk would write to the WI and establish their views.

Hedge Cutting

Drew attention to the recent hedge cutting, which had been carried out at Stonepits Corner, Tonbridge Road. The contractors had not put a warning sign out whilst working and had left the road in a dangerous condition with hedge cuttings strewn across the carriageway. It was agreed that the incident would be referred to TMBC.

Glass on Playing Field

Drew attention to the danger hazard of glass on the Playing Fields. Cllr Cresswell stated that the Playing Field Groundsman did clear the fields of glass on at least a twice-weekly basis. It was however agreed that the Clerk would obtain a quotation from Sweepclean for member's consideration.

Cllr. Bearman

Drew attention to the number of vehicles parked in Old Road near the Travis Perkins site and a number of altercations, which had occurred between residents and delivery drivers. The Clerk confirmed that the nuisance had been referred to TMBC. Traffic Operational Support at Tonbridge Police Station had also been advised of the nuisance and they would be speaking with a representative of Travis Perkins to see if more suitable times and off road locations could be found for deliveries and despatches. In addition, it was noted that the use of a fork lift truck to load and unload within the highway was not within the remit of TMBC but under certain circumstances it was illegal and a matter for the police to deal with. Following a discussion it was agreed that the nuisance would be referred to Travis Perkins Head Office.

Cllr Crawford

Drew attention to an overgrown tree along Tonbridge Road, which was obscuring a streetlight. The matter would be reported to TMBCs Streetline.

-2955-

Cllr. Mrs Cresswell

Drew attention to memo to the Clerk forms, which had been reintroduced and stated that she hoped members would use them to report items to the Clerk in between meetings of the Parish Council and the Planning Committee.

The Clerk School Graffiti

Informed members that on 15/16 September 04 one of the Primary School boundary walls had been daubed with graffiti. The incident had been reported to the police (Crime reference BZ11172/04) and although not the responsibility of the Parish Council, the Playing Field Groundsman had assisted the school in the clear up operation.

Clubbs Quarry

Informed members that PC representatives had been invited to attend a site meeting on 21 October 04 to meet with Mr Simon Clubb to discuss a possible planned extension to the works which would require planning permission. Cllr. Poole stated that he would attend.

13. DATE & TIME OF NEXT MEETING: 22 November 04 at 1930 hours

There being no additional business, the meeting closed at 21.22 p.m.