

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD HALL ON MONDAY, 18 APRIL 05 AT 1930 HOURS

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

ALSO PRESENT: Mrs K Bell (Clerk), 3 members of the public, Courier Reporter, 4 representatives from KPA

APOLOGIES: Cllr. Cresswell

1. DECLARATIONS OF INTERESTS

There were none

2. INVITED GUEST: REPRESENTATIVES FROM KPA – ROLE OF PARISH SPECIAL CONSTABLE

Cllr. Mrs Cresswell introduced PC Jane Greenwood and her colleagues who had been invited to discuss the role of Parish Special Constables. The following issues were highlighted:

- History of the Parish Special Constable.
- Role of the Parish Special Constable whose main duties would be to provide foot patrol presence and address problems of nuisance and minor crime.
- Recruitment campaign. Although the Parish Special Constables were unpaid the job satisfaction was immense, training would be provided and a Special Constable would be required to be aged 18 – 55 and undertake to work a minimum of 21 hours per month.

Cllr Mrs Cresswell thanked PC Jane Greenwood and her colleagues for attending and promised that the PC would promote the Parish Special Constable Scheme wherever possible.

3. QUESTIONS FROM PARISHONERS

A parishioner present raised his concerns regarding the following:

- Anti Social Behaviour
- Vandalism at the Sports Hall and Playing Fields
- Money being spent on young people
- Damaged play equipment

Cllr Mrs Cresswell responded to the issues raised, reassured the resident that anti social behaviour could not be condoned and that the PC did take it seriously and was working with other organisations to overcome the problems. Cllrs. Crawford and Street confirmed that the issues would be discussed at meetings of the Tonbridge Crime Prevention Panel and the Community & Police Working Group.

4. PARISH COUNCIL

a. Minutes of Meeting held on 21 March 05

The minutes were agreed and signed as a true record of the proceedings.

b. Matters Arising not covered elsewhere on the agenda

(i) Minute 3, Skatepark

It was reported that the Clerk and Community Warden had completed an application for funding to KCC.

(ii) **Minute 4, Standards Board Investigation**
Cllr. Mrs Cresswell drew attention to recent press articles and mentioned that confidential information had been placed in the public domain. She requested that as the Standards Board had investigated the complaints that the PC move on, put the incident to rest, support the clerk and concentrate on the future good of the village and the community who members had been elected to serve.

(iii) **Minute 9, St Michaels Churchyard**
It was confirmed that the churchyard was still open. Should the PC wish to include St Michaels in the grounds maintenance schedule for 2006/07 it would qualify for a higher rate of grant. The area would be measured by TMBC who would then give an indication of the level of grant the PC could expect to receive based on the current years grant allocations.

c. Parish Council Website

Cllrs. Poole & Street reported that progress was being made and that they were waiting for only 3 biographies and photographs. Cllr. Poole asked the Clerk to email him back copies of amended minutes. It was also noted that a further training session would be arranged.

d. Report of SLCC Regional Conference held on 06 April 05 (attended by Cllr Street & the Clerk)

It was reported that Cllr. Street and the Clerk had attended the conference, which was interesting, and a lot of useful information was obtained. Topics covered included:

- The Clean Neighbourhoods and Environment Bill, an outline of the measures contained within the bill was tabled for member's information. It was noted that although the new legislation would provide the PC with additional powers there would be no additional funding. The Clerk would obtain confirmation that the Bill had been passed
- Southwater Town Council discussed how they were working with Police Community Support Officers to tackle Anti Social Behaviour.
- Crowborough Town Council discussed PC Risk Assessments
- An informal discussion on the management of meetings.
- Exhibitors included website information, planning, allotment & finance software, play equipment, illuminations

e. KAPC: New Legislation Information Day

It was reported that the event would be held on 09 May 05 and would cover The Data Protection Act 1998, The Freedom of Information Act 2000, The Licensing Act 2003 and The Disability & Discrimination Act 1998. The Clerk reported that having attended the seminar in March and April, she found it topical and a lot of important information was obtained.

5. PLANNING COMMITTEE

The minutes of the meeting held on 11 April 05, copied to members were approved.

6. ANNUAL PARISH MEETING

a. Minutes

The minutes of the meeting held on 04 April 05, copied to members were approved.

b. Matters Arising

It was reported that TMBC had delivered the green lidded bins and that the first collection under the new arrangements would take place during week commencing 25 April 05. The Clerk would request details from TMBC of any areas, which had not yet received their green-lidded bins.

7. TONBRIDGE & MALLING BOROUGH COUNCIL

a. Parish Partnership Panel

It was reported that the next meeting would take place on 09 June 05 and that TMBC had invited suggestions for the agenda. Following a discussion, it was **RESOLVED** that following the expansion of the green waste scheme in East Peckham that a progress report be presented to the panel.

b. County Council Election - Thursday 05 May 05

It was reported that details of the County Council election had been received and posted on the PC notice board. Following the KCC boundary changes a new County Councillor would be elected. The current County Councillor, Valerie Dagger had thanked the PC for welcoming her to meetings and for its professional attitude.

c. Joint Transportation Board

The minutes of the meeting held on 07 March 05 were received and noted. Attention was drawn to the carriageway-surfacing programme, which summarised the programme of road surfacing in the borough for 2005/06, it was noted that as far as East Peckham was concerned the following areas had been listed to receive attention:

- Stanford Lane to Bush Road - Surface Dressing
- Old Road to end - SMA (thin surface dressing)
- West of River Bourne bridge to access to Stilstead House - as above

8. GROUPS & ORGANISATIONS

a. Community & Police Working Group

It was reported that the next meeting would be held on 12 May 05 and that Cllrs. Crawford & Street would raise the current anti social behavioural issues. Cllrs. Crawford & Street were also due to attend the next meeting of the Tonbridge Crime Prevention Panel on 25 April 05.

b. Committee of Sports Hall & Playing Field Management

Cllrs. Bearman drew attention to the following:

- The vacancies for a groundman and cleaner had not yet been filled.
- The next committee meeting would be held on 25 April 05.
- Tonbridge Angels FC were interested in renting a pitch for 01 May 05.

c. Village Design Statement

Cllr. Mrs Cresswell reported that following a meeting of the VDS Team she had been tasked with compiling a draft VDS. The next meeting of the VDS Team would be held on 22 April 05.

d. **Allotments: Report of meeting between allotment panel & allotment holders held on 03 April 05**

Cllrs. Gardner & Whiteside drew attention to the following:

- The meeting was positive and allotment holders had praised the working group for tidying up the allotment site.
- The water had been turned back on.

The Clerk confirmed that the new fencing would be installed shortly.

9. **THE STANDARDS BOARD FOR ENGLAND: A CODE FOR THE FUTURE** – An Introduction to the review of the Code of Conduct for members

Following a discussion it was **RESOLVED** that the issue would be discussed at the next meeting of the PC and that members could if they wished respond on an individual basis.

10. **CORRESPONDENCE**

It was reported that the following items had been received:

- a. KAPC: Parish News March 05) – copied to members
- b. Farming & Wildlife Advisory Group – Environmental Stewardship (Seminar details)
- c. Transfer of Justices License: Co-operative Store, Pound Road, East Peckham
- d. Action with Communities in Rural Kent
 - (i) Rural News (March 05) – copied to members
 - (ii) Oast to Coast (spring 05)
- e. Malling Holiday Play Scheme: Request for financial assistance
The Clerk informed members that she had written to the organisation requesting details of how many participants in the past had benefited from the play scheme and had advised that the PC normally considered requests for financial assistance in February of each year.
- f. The University of Greenwich: Details of Booking Collection Workshops on Period Architectural Features
- g. Product Information received from:
 - (i) Amberol Limited: Environmental Products
 - (ii) MK Water: surfacing & installation of street furniture
 - (iii) Coldingly Industries: signs, banners, engraving etc
 - (iv) Record Playground Equipment Limited
 - (v) Sovereign Play Equipment
 - (vi) Hi Kent: Promoting facilities for deaf or hard of hearing people (passed to village halls)
- h. Emergency Planning Society: Blueprint (Spring 05)
- i. SERPA
 - (i) Details of 2005 Conference & AGM
 - (ii) Newsletter (Spring 05)
- j. Government Computing (April 05)
- k. TMBC:
 - (i) Details of 05 cricket courses
 - (ii) Here & Now (April/May 05) (3 copies)
 - (iii) A – Z Guide to Services (3 copies)
- l. 2005/06 Business Rates Account: Precept information received from the Office of the Deputy Prime Minister, Kent & Medway Fire & Rescue Authority, Kent Police Authority, TMBC & KCC
- m. DEFRA: Quality Town & Parish Council Scheme – details copied to members
- n. Local Councils update (April 05)
- o. Trafalgar Weekend: Whilst the details were noted it was **RESOLVED** that no action be taken

11. **FINANCE**

a. **Bank Reconciliation as at 31.3.05:** noted & copied to members

b. **Internal Audit Inspection**

Following a discussion it was **RESOLVED** that following the Clerks preparation of the 2004/05 accounts; Cllrs Crawford & Cresswell would carry out an internal audit inspection.

c. **Insurance of Holy Trinity War Memorial**

It was reported that further enquires had suggested that the war memorial belonged to the church and therefore the PC did not have an insurable interest. Following a discussion, it was **RESOLVED** that the PC would take no further action and the PCC would be informed.

d. **2005/06 Subscriptions**

Following a discussion it was **RESOLVED** that the following subscriptions would be renewed:

• KAPC & Local Council Review (2 copies)	£758.67 (incl VAT)
• CPRE	£25
• DIS (email service)	£105.75 (incl VAT)
• Action with Communities in Rural Kent	£35.00

e. **Financial Transactions**

Receipts since Parish Council on 21.3.05 - There were none

Automated Payments since Parish Council on 21.3.05

31.3.05 Nat West – Bank Charges	£6.13
22.4.05 *British Gas – Sports Hall Gas charges	£79.00
Total automated payments	£85.13

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

SweepClean (Kent)	March 05 Litter Clear (S137)	£176.26 Chq2254
TMBC	Stationery £24.64 (S112)	
	Annual Reports £478.60 (S112)	£503.24 Chq 2255
Seaboard	Street light energy (Jan – March) (S10)	£357.99 Chq 2256
Mrs K Bell	April 05 Salary less deductions Incl expenses & training costs (S112)	£891.75 Chq 2257/58
S. Water	*Sports Hall Rates 05/06 (S19)	£354.41 Chq 2259
KCC	*Sports Hall supplies (S19)	£38.47 Chq 2260
Kent Grassland Svcs	*Playing Field Maintenance (S19)	£423.00 Chq 2261
EDF Energy	Streetlight Maint April 05 (S10)	£324.18 Chq 2262
TMBC	05/06 NNDR (S112)	£100.69 Chq 2263
EP Methodist Church	Hire of Office (April/June 05) (S112)	£275.72 Chq 2264
KAPC	Subscription 05/06 (S143/111)	£758.67 Chq 2265
CPRE	Subscription 05/06 (S143/111)	£25.00 Chq 2266
NALC	Subscription DIS 05/06 (S143/111)	£105.75 Chq 2267
ACRK	Subscription 05/06 (S143/111)	£35.00 Chq 2268
TOTAL		£4,370.13

*Payments charged to the Committee of Management grant

f. Parish Council Assets

It was reported that there was a computer in the parish office, surplus to requirements. Following a discussion, it was **RESOLVED** that an article would be placed in the Parish Magazine inviting interested groups or organisations to contact the Clerk.

g. 2006/06 S136 Village & Open Spaces Allocation

Following a discussion, it was **RESOLVED** that pending the costing of the proposed skatepark facility no action would be taken regarding the allocation of the 2005/06 S136 fund.

12. MATTERS FOR FUTURE DISCUSSION

Cllr. Poole

Drew attention to the following:

- Faulty street light at the rear of Curran Hall. The matter would be referred to Streetline.
- Footway in The Freehold (Marvillion Court Side) – an order had been placed for the footway to be repaired.
- Suggested the need for a bollard to be installed at the corner of The Freehold (No. 72) in order to deter HGVs from using the road.
- Illuminations at the Somerfield Store, which were dazzling drivers. The matter would be referred to TMBC.

Cllr. Mrs Cresswell

Drew attention to a further recent road traffic accident, which occurred, on Tonbridge Road. The incident would be reported to TMBC as further evidence that a 40 mph speed restriction was required.

- 13. DATE & TIME OF NEXT MEETING:** Annual Meeting of the Parish Council 09 May 05 @ 7.30 p.m.

There being no additional business, the meeting concluded at 21 10 hours
