

**MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON MONDAY 21 FEBRUARY 05**

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

**ALSO PRESENT:** Mrs K Bell (Clerk), Borough Cllr. Mrs Holland & Reporters from Courier & KM Newspapers

**APOLOGIES:** Cllr Whiteside

**1. DECLARATIONS OF INTEREST**

Cllr Shead declared an interest in planning application TM/05/00429/LDCE on the basis that he was the planning applicant. Cllr. Crawford declared an interest in planning application TM/05/00496/FL on the basis that he was a neighbour.

**2. PARISHIONERS QUESTION TIME**

There were none

**3. PARISH COUNCIL**

**a. Minutes**

Cllr. Poole requested that the following amendment be added to minute 13 '*Cllr. Mrs Cresswell responded by stating that she understood that someone else was arranging the repair. She had gathered this from a press report of some fundraising by the youth club. Cllr Cresswell stated that they the (SH & PFMC) were waiting to see what further vandalism would occur before taking any action*'. It was **RESOLVED** that the amendment would be made following which it was further **RESOLVED** that the minutes of the meeting held on 24 January 05, which had been copied to members be signed as a true record of the proceedings.

**b. Matters Arising**

**Minute 12b, Village & Churchyard Grounds Maintenance 2005/06**

It was reported that a favourable reference in respect of Hever Landscapes had been received. It was **RESOLVED** that the contract would formally be offered to Hever Landscapes

**Minute 12c (ii), East Peckham Parish Magazine**

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

**Minute 12d, MVCP: Medway Valley Walk Project – Grant from PC**

The Clerk reported that a letter had been received from MVCP confirming that the PC grant would be used solely on East Peckham. It was **RESOLVED** that the funding cheque would be released.

**Minute 12f, Village Christmas Tree Expenses**

It was reported that an expression of appreciation had been received.

**Minute 13, Hadlow boundary marker posts**

It was reported that Hadlow PC were of the opinion that the boundary markers were in an adequate condition.

**c. Parish Council Website**

It was reported that progress was being made. Members were reminded to submit their biographical details and a photograph to Cllr. Street. Cllr Poole drew attention to minor editing problems.

**d. Annual Parish Meeting (04 April 05)**

**Guest Speakers**

It was confirmed that the guest speakers would be David Williams (Crime & Disorder Partnership), DCI Martin Very (WK Police) & Shirley Fiddock (Community Warden)

**Annual Report**

It was reported that work on the Annual Report was in progress and it was anticipated that the report would be available for distribution by mid March.

**e. Redundant Churches: to consider maintenance of St Michaels**

It was reported that St Michaels was maintained by the Churches Conservation Trust (formerly The Redundant Churches Fund) who were mainly funded by the Dept. for Culture, Media & Sport. East Peckham PCC made an annual donation to the trust towards the maintenance of the church and churchyard. The Clerk confirmed that the PC received no funding from TMBC in respect of the maintenance of St Michaels churchyard and that the S136 funding was specifically for the Holy Trinity Churchyard.

Following a discussion members were of the opinion that St Michaels was an important village asset and consideration should be given to reflect its role in the life and history of the village, it was therefore **RESOLVED** that the clerk would:

- (i) Write to the Churches Conservation Trust in order to ascertain their remit as far as the maintenance of St Michaels was concerned.
- (ii) Write to TMBC in order to ascertain whether additional funding could be made available for the maintenance of St Michaels Churchyard.
- (iii) Ask Hever Landscapes for a quotation in respect of clearing the churchyard

Members also the discussed the possibility of forming a working party to clear the churchyard

**f. Annual Review of Risk Assessment**

A revised risk assessment had been prepared by the Clerk and copied to members. Following a discussion, it was **RESOLVED** that the Risk Assessment would be approved as a working document and would be subject to an Annual Review/

**g. Annual Review of Financial Procedures & Standing Orders**

The Clerk reported that having consulted with KAPC she had been informed that there had not been a recent update to either document. As the PCs documents had already been amended and approved to take into account the latest recommendations from NALC & SLCC, it was **RESOLVED** that it would not be necessary to update either document and that both would remain subject to an Annual Review.

**4. FINANCE COMMITTEE**

**Minutes**

It was **RESOLVED** that the minutes of the meeting held on 17 January 05, which had been copied to members be signed as a true record of the proceedings.

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**Matters Arising**

**Minute 2d (Item 5), Sports Hall**

Members were provided with a breakdown of the 2004/05 PC grant expenditure as at 31 December 04.

**5. PLANNING COMMITTEE**

**a. Minutes**

The minutes of the meeting held on 07 February 05, which had been copied to members, were approved.

**b. Planning Applications**

**RESOLVED** to comment as follows to TMBC:

**TW/04/03724/AT**

2 no. illuminated gantry signs; illuminated canopy and car wash fascias; 4 no. illuminated shop fascia logos at Land West of Boyle Way and East of Branbridges Road, East Peckham

**Note: Amended plans detailing advertisements as installed**

**NO COMMENT**

<b>TM/04/04310/RD</b>	<p>Details of external materials (joinery and roof lights) submitted pursuant to conditions 2, 3 and 4 of consent ref: TM/99/02408/LB (part conversion of existing barn to residential use, new garden room/laundry and 3 no. dormers to roof and first floor addition to music room) at Bells Farm, 501 Bells Farm Road, East Peckham</p> <p><b>Note: Correct elevations of approved barn conversion</b> <b>NOTED</b></p>
<b>TM/05/00319/ORM</b>	<p>Amended roof design to that approved under planning permission ref: TM/04/00873/FL (single storey extension to side and rear) at 94 Snoll Hatch Road, East Peckham</p> <p><b>NOTED</b></p>
<b>TM/05/00353/FL &amp;</b>	<p>Change of use from C1 to C3 and extension of existing <b>TM/04/00357/LB</b> Grade 11 house. Extension of existing residential Bothey Building. Upgrading of two existing residential flats in Chapel building. Erection of a new garage and erection of new estate office at Roydon Hall, Roydon Hall Road, East Peckham</p> <p><b>AGREED however it was requested that following the completion of the work that arrangements be made for members of the PC to have a site visit.</b></p>
<b>TM/05/00336/FL</b>	<p>Demolition of existing garage and construction of side extension to form new kitchen, utility room and garage together with conservator to rear at 25 Henham Gardens, East Peckham</p> <p><b>AGREED provided materials matched those of the existing building. In addition, it was noted that it appeared that no provision had been made for a bin store and details were requested on this matter.</b></p>
<p><b>-2982-</b></p>	
<b>TM/05/00367/TNCA</b>	<p>Fell nine trees including two Cherry, two Ash, two Silver Birch, one Elder, one Maple and one Prunus Sp at Roydon Hall, Roydon Hall Road, East Peckham</p> <p><b>AGREED</b></p>
<b>TM/05/00370/FL</b>	<p>Change of use of small section of land from agricultural to residential to enable car turnaround at 2 Millstream Cottages, 217 Tonbridge Road, East Peckham</p> <p><b>OBJECTION on the grounds that this would be further encroachment into the green belt which would set a precedent for additional similar proposals</b></p>
<b>TM/05/00429/LDCE</b>	<p>Lawful Development Certificate Existing: Use of land as domestic garden at Land to Rear of Brookside Garden Centre, Seven Mile Lane, East Peckham</p> <p><b>AGREED</b></p>
<b>TM/05/00446/FL</b>	<p>Demolition of existing house and construction of new building containing 11 flats plus parking at Red Roses, 46 The Freehold, East Peckham</p> <p><b>OBJECTION</b></p> <ul style="list-style-type: none"><li>• <b>Inappropriate use of the land by virtue of the size, scale, mass and bulk of the proposal</b></li><li>• <b>The plans appeared to indicate an inadequate bin store for 11 flats</b></li></ul>

- Inadequate parking provision
- The proposed development would be out of character with the existing street scene
- There was already very little off road parking in The Freehold causing problems and the proposed development could only exasperate the situation

If permission was to be granted then the PC requested the provision of additional parking and for the building to be sited further back from the road with a planted area at the front, which would soften the impact of the development

**TM.05/00496/FL**

Conversion/alteration of existing building to offices and storage accommodation and associated parking (resubmission of planning ref: TM/04/01944/FL) at Stilstead Farm, Tonbridge Road, East Peckham

**AGREED the PC was of the opinion that the existing building would be considerably improved after the alterations had been carried out**

**6. TONBRIDGE & MALLING BOROUGH COUNCIL**

**a. Report of Borough Councillors**

There was none.

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**b. Glass Recycling Facilities**

It was reported that in an attempt to increase the number of recycling facilities in East Peckham, TMBC had written to The Village Hall, Somerfield Stores, The Harp Public House, The Bush, Blackbird and Thrush Public House and The Sports Hall.

**c. Standards Committee: Annual Report 2004**

It was reported that two copies of the report had been received for information.

**7. GROUPS & ORGANISATIONS**

**a. Flooding:**

**(i) Multi Agency Steering committee**

Cllr. Poole drew attention to the following:

- It was likely that the next meeting would be held during March 05.
- It was anticipated that construction of the dam would commence in April and that it should be completed prior to the onset autumn/winter 05.

**(ii) Emergency Planning Group (EPG)**

Cllr. Poole reported that work continued on the Emergency Plan and that the EPG were keen to ensure that following the construction of the dam other flood related matters were not ignored.

Cllr. Mrs Cresswell drew attention to the run off from the culvert opposite the Rose & Crown and TMBC would be asked to deal with the matter.

**(iii) Letter from Sir J Stanley**

It was reported that a letter had been received in which Sir J Stanley had expressed his gratitude to the East Peckham Community for contributing towards the successful outcome of the East Peckham Flood Relief Scheme.

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

Cllr. Cresswell drew attention to recent incidents of vandalism, which resulted in the damage to 2 waste bins (burnt) & the fire alarm (glass casing broken). Cllr. Bearman requested a copy of the constitution; Cllr. Mrs Cresswell would supply this.

**c. Community & Police Working Group**

Cllrs. Crawford & Street reported that they had attended a meeting of the Parish Partnership Panel (21 February 05) and drew attention to the following:

- Cold Calling Scheme
- Grant from TMBC & Compact
- Graffiti
- Neighbourhood Watch. It was hoped that the Neighbourhood Watch trailer would be available at the Annual Parish Meeting.

**d. Village Design Statement (VDS)**

In the absence of Cllr. Whiteside there was no report. It was however **RESOLVED** that the clerk would contact Cllr. Whiteside and request that a meeting to discuss the draft VDS be arranged between himself and Cllrs. Boyle, Mrs Cresswell and Gardner.

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**8. CORRESPONDENCE**

It was reported that the following items had been received:

- a. KAPC
  - (i) Parish News (January 04) - copied to members
  - (ii) Citizens Advice Bureau: Details received on MK Money Advice Project
- b. Action with Communities in Rural Kent (formerly KRCC)
  - (i) Rural News (January 05) – copied to members
  - (ii) RAISE Regional Network (January 05) & Network News (January 05)
  - (iii) Rural Community Funding Meetings: Details received of forthcoming meetings
- c. Farming & Wildlife Advisory Group Ltd: Details received of Environmental Stewardship Workshops
- d. Glasdon: Local Councils News-sheet & product information – passed to Cllr. Cresswell
- e. Salvation Army, Annual Quiz Night (19.3.05) – Details received
- f. Transfer of Justices Licence & The Granting of a S34 Gaming Act 1968 Permit: The Bluebell, Beltring Road, Paddock Wood
- g. DEFRA: Clean Neighbourhoods & Environment Bill: Outline of Measures – copied to members
- h. Hospice in the Weald: News January 05
- i. Local Council Update: February 05
- j. KCC: Your Guide to Road Safety in Kent 2004/05
- k. NHS: Shaping Your Local Health Services: Orthopaedic Consultation: further information received  
The Clerk reported that KCC had invited the PC to comment on the proposed changes to Local Health Services. Following a discussion, it was **RESOLVED** that it would not be necessary to comment.
- l. The Hop Farm Country Park: Events Guide 2005 (4 copies)  
Following a discussion it was **RESOLVED** that Mr Pollard would be invited to attend either the March or April meeting of the PC.
- m. TMBC
  - (i) Here & Now, Feb/March 05 (3 copies)
  - (ii) Weekend household bulky refuse service 2005 (Feb – May) – copied to members

**9. ACTION WITH COMMUNITIES IN RURAL KENT**

**a. Completion of Community Questionnaire**

It was reported that in conjunction with KCC Rural Regeneration, Action with Communities in Rural Kent were undertaking an opinion survey of representative rural communities and organisations and had sought the views of the PC. The purpose of the questionnaire was to identify current issues and trends to enable Action with Communities to work to specifically targeted themes. The questionnaire was completed during the meeting.

**b. Village of the Year Competition**

It was reported that an entry pack had been received and there were six competition categories (Building Community Life, Business, Young People, Older People, Environmental Action and Information Technology). The Clerk indicated that the entry process did not appear to be too onerous. Following a discussion, it was **RESOLVED** that an entry would be

submitted if the Clerk was happy to complete the necessary paperwork and meet with the judging panel.

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10. **OFFICE OF THE DEPUTY PRIME MINISTER**

It was reported that as part of the development of local vision (the strategy for the future of local government) two discussion documents had been received with the aim of stimulating a discussion.

**Citizen Engagement and Public Services: Why Neighbourhoods Matter**

A document, which:

- Suggested that there should be opportunities for people everywhere to act in their neighbourhoods.
- Suggested the creation of a national framework which would be the foundation for a neighbourhoods charter
- Suggested a menu of options from which neighbourhoods could choose appropriate options for neighbourhood action.

**Vibrant Local Leadership**

A document, which looked at:

- The development of a council's role in leading the whole locality and reinforcing a distinctive role for local councillors as neighbourhood champions, leaders and advocates for their wards and communities.
- Greater discretion on models of governance and leadership and consultation on proposals to develop, in partnership with local authorities a new approach to create more mayors with more powers to transform major cities.
- A move to whole elections every four years for all councils in England to provide greater clarity to voters and stability for councils.
- Action to attract a more diverse range of councillors and managerial leaders and means to retain and develop able people to represent and lead their communities.

Following a discussion it was **RESOLVED** that no action need be taken.

11. **FINANCE**

a. **Bank Reconciliation as at 31.1.05:** noted & copied to members

b. **Budgetary Control statement as at 31.1.05:** noted & copied to members

c. **Donations 2004/05**

It was reported that the sum of £250.92 was available from the 2004/05 Free Resource budget to allocate as donations and that requests had been received from the following organisations:

CAB (Tunbridge Wells & District)  
Malling Holiday Play Scheme  
Kenward Trust  
Winged Fellowship Trust  
Kent & Sussex FWAG (Farming & Wildlife Advisory Group)  
The John Aspinall Foundation  
Victim Support  
SERPA (South East Regional Play Association)  
CROP (Citizens Rights for Older People)  
Age Concern Malling

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Following a discussion, it was proposed by Cllr. Cresswell, seconded by Cllr. Boyle and **RESOLVED** that the following donations would be paid:

Citizens Advice Bureau (Tunbridge Wells & District)	£150.00
SERPA	£20.00
Kent & Sussex Farming & Wildlife Advisory Group	£35.00
Age Concern Malling	£50.00
Hospice in the Weald	£50.00

**TOTAL** **£305.00**

It was further **RESOLVED** that the difference between the amount available and the amount awarded (£54.08) would be vired from the contingency fund

**d. Holy Trinity War Memorial: Insurance**

It was reported that for insurance purposes the War Memorial had been valued at £30,000 and the cost of insurance would be either £324.45 (All Risks) or £214.20 (Impact Only). Following a discussion it was **RESOLVED** that advice would be taken from KAPC and the Clerk would ascertain from the PCs insurers precisely what was included within the PCs public liability insurance cover.

**e. Financial Transactions**

**Automated payments made since 24.1.05**

24.01.05 \*British Gas – Sports Hall Gas Energy Supply £79.00

**Automated receipts received since 24.1.05**

27.01.05 Customs & Excise – Vat Refund Oct–Dec 04 £662.09

**The following payments are for approval:**

EP Parish Mag.	Publications	£25.00	Chq 2228
Mrs K Bell	Clerks Salary (Feb 05)		
	Less deductions, incl expenses (S112)	£687.46	Chq 2229
Sweepclean	Litter clear (Jan 05) (S137)	£176.26	Chq 2230
EDF Energy	Streetlight Maintenance (Feb 05) (S10)	£306.72	Chq 2231
KCC (KCS)	Stationery £28.20 (S112)		
	*Sports Hall £69.74 (S19)	£97.94	Chq 2232
KAPC	Training Course – 23.2.05 (S112)		
	New Legislation Information Day	£47.00	Chq 2233

**TOTAL** **£1,315.38**

\* **Payments to be charges to the Parish Councils Sports Hall grant**

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**12. MATTERS FOR FUTURE DISCUSSION**

**Cllr. Bearman**

Drew attention to a faulty streetlight outside Marvillion Court, The Freehold. The matter would be referred to EDF Energy.

**Cllr. Poole**

Reported that he had attended a Parish & Town Councils Conference on 18 February 05 and that the conference had discussed the SE Plan and Highways Issues. Cllr. Poole would present a full report to members at the meeting of the Planning Committee on 07 March 05.

Although Cllr Whiteside was not present at the meeting, Cllr. Poole wished to compliment him on the hedge, which had recently been planted on his land.

**Cllr. Boyle**

Drew attention to the sight lines at the Somerfield Store, Branbridges Road. Cllr. Poole also commented on the distracting lighting of the site. It was agreed that Highways would be asked to carry out an extensive safety audit of the development.

Asked whether it would be possible for public buses to stop at the Somerfield Store. The request would be referred to the bus operator.

Drew attention to inaccessible public footpaths at The Hop Farm Country Park. The issue would be raised with Mr Pollard at either the March or April meeting to which he would be invited to attend.

Drew attention to a complaint he had been received regarding the dumping of animal feed and the untidy state of the Friends Animal Sanctuary. The Clerk also informed members that the Parish Office had

received an anonymous phone call where the same allegation had been made and that the matter had been referred to TMBCs Environmental Health Department.

**Cllr. Mrs Cresswell**

Thanked Cllr. Boyle and the Salvation Army for the use of the Salvation Army Hall on 07 February and 21 February. Cllr. Boyle confirmed that it would be acceptable for the meeting of the Planning Committee to also be held in the Salvation Army Hall on 07 March 05 pending the Parish Councils consideration of its long-term meeting room arrangements.

13. **DATE & TIME OF NEXT MEETING:** 21 March 05 at 1930 hours