

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE OLD HALL, METHODIST BUILDING, POUND ROAD ON MONDAY 21 NOVEMBER 05 AT 19.55 HOURS

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

ALSO PRESENT: Mrs. K Bell (Clerk) & County Councillor Long (for item 2)

APOLOGIES: Cllr. Mrs. Curry

1. **Declarations of Interests** – There were none

2. **Report from County Councillor Long**

Attention was drawn to the following:

- Highways Reorganisation – In order to encourage KHS to respond on a more rapid basis with to PCs he had written to the KCC Cabinet member. The Clerk advised that EPPC had a good working relationship with its Highway Inspector who had made his mobile telephone number available for the routine reporting of highways issues.
- He felt that the recent meeting between the PC and Mr. Kwakye of KHS had been positive. It was noted that several new signs had been erected on Tonbridge Road and the Clerk would write to Mr. Kwakye thanking him for the prompt action in this respect.
- Structure of the new KCC Cabinet

3. **Parishioners Question time**

Members were informed that a copy of a letter had been received from a resident who was concerned about the timing of doorstep milk deliveries and the vehicles in which deliveries were conveyed. The Clerk had advised the resident that:

- The nature of the complaint was outside the jurisdiction of the PC and that as no other complaints had been received the PC would not intervene.
- Several positive comments had been received from residents were happy that deliveries were being received earlier.

Members were informed that a letter had been received from Rev'd Carr who was seeking information on setting up a Social Car Service. The Clerk had advised Rev'd Carr to contact KCC for specialist advice

4. **Parish Council**

a. **To confirm the minutes of the meeting held on 17 October 05**

The minutes of the meeting, which had been copied to members, were agreed and signed as a true record of the proceedings.

b. **Matters Arising not covered elsewhere on the agenda**
Minute 4, Street Light Energy Referral to Energy Watch

It was reported that a reply had not been received.

Minute 4, Kent Village of the Year Competition

It was reported that discussions were taking place with TMBC regarding the streamlining of the village recycling facilities so that the various recycling banks were in one location.

Minute 4, Summer Playscheme 2005: 4th Week Payment

It was reported that Mr Styles (TMBCs Leisure Services Officer) was unable to attend the meeting but had invited members to meet with him during the day at TMBCs offices. The Clerk had advised Mr Styles that members led busy professional lives and a daytime visit would be difficult to arrange she had instead invited him to attend a December meeting.

Minute 10, Council Tax Payable on Second Homes

In response to the PCs enquiry, TMBC had confirmed that the council tax payable in respect of second homes was subject to a 10% discount and that the small amount of additional revenue was subsumed within TMBCs general funds. It was noted that the more significant amount of revenue generated from second homes which accrued to KCC was allocated towards projects in the T & M area.

c. Parish Council Website: Progress Report

Cllrs. Poole & Street reported and drew attention to the following:

- The website would be going live as soon as the promotion cards had been received and delivered, certainly by the end of the year.
- The website was available for viewing at www.eastpeckham-pc.gov.uk/newindex.htm.
- Members provided Cllr. Poole with their email addresses. The Clerk would be given a copy.
- Minor adjustments were being made to both the home page and the mapping.
- Access to the website by disabled users was discussed.

d. Annual Parish Meeting (03.04.06): To consider Guest Speaker & content of 2005/06 Annual Report

(i) Content of Annual Report

Members were informed that in advance of her maternity leave the Clerk had prepared three quarters of the Annual Report. Members were asked whether there were any items, which they specifically wished to be included within the body of the document. Following a discussion it was **RESOLVED** that as per usual the content would highlight PC achievements throughout the year and that reports from both the Community & Police Working Group and the Emergency Planning Group would be included. The Residents Association would be invited to submit an article for inclusion within the document.

(ii) Guest Speaker

Members were asked to consider who they wished to invite as the guest speaker and the following suggestions were made:

- Following on from the 2005 Annual Meeting, representatives be invited to give a policing & Community update
- Representative from KCC to advise on the role of Trading Standards
- Representative from TMBC to discuss the newly created Youth Forum
- Representative from Small Change (Global Action Plan) to advise on a project which would work with householders to help them make small adjustments to their lifestyles in order to live in a more environmentally friendly way and save money. Following a discussion it was **RESOLVED** that representatives from all four organisations would be invited to attend the meeting as Guest Speakers.

5. **Planning Committee**

a. **Minutes of meetings held on 17 October 05 and 07 November 05**

The minutes of the meetings, which were copied to members, were approved

6. **TMBC**

a. **2005 Scrutiny Review: Youth Play & Development:**

It was reported that the review had been completed & that a copy of the Action Plan had been received. The document was noted with interest, copies of which would be forwarded to the Youth Club & the Committee of Sports Hall & Playing Field Management. It was noted that the following areas had been identified & formed the basis of the review:

- Organised youth activities supported by KCC Youth & community
- The Y2-Crew summer activity programme
- The annual Try Angle Award Scheme
- Involving Young People – Youth Forum
- Advice & support for young people

b. **TM Youth Forum**

It was reported that the first meeting would be held on 30 November. The details had been forwarded to the Youth Club and representatives would be attending.

c. **Christmas Recycling Facilities: to receive details**

It was reported that TMBC hoped to set up and open the site at Brookside Garden Centre on 29 December with the collection of trees taking place between 05 January 06 & 09 January 06 with the site being closed on 13 January 06. Cllr. Shead confirmed that he had no objection to the recycling facilities operating from his property.

7. **Groups & Organisations**

a. **Flooding: Report of Opening of the East Peckham Dam held on 18 November 05**

It was reported that the event had been a well-attended and enjoyable occasion. Speeches were given by Steve Humphrey, (TMBCs Director of Planning & Engineering Services), David Hughes (TMBCs Chief Executive), Sue Chalkley (EP Flood Group), Derek Still (Mayor) & Sir John Stanley MP, there then followed the burial of a time capsule by the children from EP Primary School and the unveiling of a commemorative stone.

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

Cllr. Bearman drew attention to the following:

- New children's play equipment had been ordered and would be installed shortly
- Faulty outside lights were to be fixed ASAP
- The incidents of dog mess on the playing fields was getting worse
- Showers had been recently left on for four days; those responsible had been identified and spoken to.
- Finance the current account held £3,599.02 and the deposit account held £30,750
- Accounts for the financial year ended 31st March 05 had been finalised and a copies would be circulated to members

c. **Community & Police Working Group**

(i) **Report of Meeting which took place on 20 October 05**

Cllrs. Crawford & Street informed members that a report would be presented at the next meeting.

(ii) **Report of Meeting of Tonbridge Crime Prevention Panel held on 07 November 05**

Cllrs. Crawford & Street reported that they had attended the meeting and drew attention to the following:

- Graffiti - There had been no news regarding the prosecution for graffiti.
- Logo for the Panel – The logo designed by Cllr Street would be used provided it was not similar to any other logo.
- Proof of Age Card Scheme – The scheme was available to young people aged 16- 19 and retailers could use Card Readers to measure the integrity of the Proof of Age cards and check the age of the young people.
- Keep Christmas Crime Free – a leaflet would be produced giving tips on how to keep safe over the Christmas period.
- Y-2 Crew Evaluation – The Crime Prevention Panel had given some funding to the Y-2 Crew Scheme.
- Trickster Report - a report was circulated to the panel from the Trickster performances which had been shown in two venues in the Borough
- Date of next meeting - 20th February

(iii) **Speedwatch**

- It was reported that additional information would be included within the next issue of KAPC Parish News
- The PC had been invited by Kent Police to submit a Speedwatch application in respect of any roads within the area where the PC was of the opinion that a Speedwatch would be useful. Following a discussion it was **RESOLVED** that applications would be submitted in respect of Old Road/Pound Road and Hale Street.
- Members were informed that two Speedwatch meetings would be held at Tonbridge Police Station on 24th November 05 at 4.00 p.m. & 7.00 p.m. Members would advise the Clerk if they were interested in attending.

d. **Action with Communities in Rural Kent: Report of 82nd Annual Meeting held on 19 October 05**

Cllr. Mrs. Cresswell reported that she had attended the meeting.

e. **Allotments: Report of Working Party held on 05 November 05**

Cllr. Gardner reported that the Working Party had been very well attended and a lot of work was done especially to the vacant plots. The Clerk informed members that in recent weeks, two of the vacant plots had been let.

Cllr Whiteside confirmed that rather than install a non-concussive tap it was felt better to install two water troughs. Following a discussion, it was **RESOLVED** that provided sufficient funds were in the 2005/06 allotment fund then the troughs could be purchased.

8. **Friends of St Michaels: Details of Christmas Tree Festival to be held on 16-18 December 05**
It was reported that the Friends of St Michaels had been launched and that the aim of the organisation was to work in partnership with The Churches Conservation Trust in order to increase the awareness of the ancient parish church and its history. The Friends would like to encourage greater use of the church for community events and were planning a Christmas Tree Festival to be held over the weekend of 16 – 18 December. The PC had been invited to join in by decorating a tree and the event would close with carol singing. Following a discussion it was **RESOLVED** that whilst the PC hoped that the event would be successful it would not be decorating a tree. Members would however attend the Carol Service if they were able to do so.
9. **Finance**
- a. **Bank Reconciliation as at 31.10.05**
The information, which had been prepared by the Clerk & copied to members, was noted.
- b. **Village Christmas Lighting: For further consideration**
Following a discussion it was **RESOLVED** that either the balcony above the Village Stores would be provided with the Village Christmas Tree or alternatively the Silver Birch trees outside the Merry Boys Public House would be illuminated with Christmas Lights.
- c. **2005 Poppy Appeal**
Following a discussion, it was **RESOLVED** that the PCs contribution would be £75. It was noted that the total amount collected for 2005 had not yet been made available.
- d. **2005/06 Donations**
Following a discussion, it was **RESOLVED** that in view of the impending start of the Clerks maternity leave the PC would bring forward the consideration of 2005/06 donation requests to December.
- e. **2006/07 Budget**
- (i) **Precept Considerations**
Members were advised that work in respect of the 2006/07 precept was in progress and that the Clerk was to be informed of any specific items for inclusion in the precept together with estimated expenditure costs by 05 December 05. Following a discussion it was **RESOLVED** that the following items would be included in the precept:
- | | |
|-------------------------------------|-----------------|
| Provision for Festive Lighting 2006 | £2,000 |
| Contingency Fund | To be increased |
- (ii) **Meeting of Finance Committee**
Following a discussion, it was **RESOLVED** that in view of the impending start of the Clerks maternity leave and subject to the budget being prepared by 06 December 05 the Finance Committee would meet to determine the precept on 14 December 05 as opposed to 16 January 06

f. 2006/07 Village & Churchyard Maintenance Contract

It was reported that three quotations had been received with details as follows:

Landscape Services	£1,854.02
Hever Landscapes	£3,296 (Current contractor had advised more cuts throughout the growing season plus at least one cut earlier in the year, each additional cut/trim of the churchyard would cost £238.67, the PC currently received 9 cuts per year)
All Seasons	£4,012

The quotations were considered carefully following which it was **RESOLVED** that:

- (i) The 2006/07 Village & Churchyard Grounds Maintenance Contract would be offered to the current contractor, Hever Landscapes.
- (ii) An additional £716.01 would be included within the 2006/07 budget to cover the cost of three additional cuts of the churchyard should they be required.

g. Financial Transactions

Receipts since 17.10.05

31.9.05	Nat West Interest	£389.00
14.10.05	British Gas – S/Hall gas refund	£140.00
October 05	Allotment receipts	£232.50
November 05	Allotment receipts	£123.00
Total		£884.50

Payments made since 17.10.05

24.10.05	*D/D British Gas S/Hall Gas (S19)	£79.00
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The following payments were approved (VAT included where applicable)

Mrs. K Bell	November 05 Salary less deductions plus Expenses (S112)	£850.14 Chq 2346/2348
Mr. P Street	BVFG Competition P/graphs (S137)	£54.00 Chq 2347
EDF Energy	Streetlight Maintenance Nov (S10)	£324.18 Chq 2349
Kent Grassland SVC	*October PF Maintce. (S19)	£446.50 Chq 2350
Sweepclean	Litter Clearing Oct 05 (S137)	£88.13 Chq 2351
KCC (KCS)	*Sports Hall supplies (S19)	£2976.70 Chq 2352
Hills Office Services	Office Equipment (upgrade, monitor service & repair) (S111)	£470.59 Chq 2353
Hever Landscapes	Village/churchyard maintce November 05 (S164)	£427.39 Chq 2354
Allianz Cornhill	Temporary insurance cover for loan Of projector & laptop (S111)	£42.00 Chq 2355
Invicta Services	*Sports Hall Services (S19)	£90.48 Chq 2356
Burlite Ltd	Cleaning of East Peckham War memorial (War Memorials (LA's Powers Act) 1923 S1 & 3)	£141.25 Chq 2357
EP Parish Magazine	Annual Editorial Contribution (S111)	£25.00 Chq 2358
Royal British Legion	PC Donation to 2005 Poppy Appeal	£75.00 Chq 2359
Total approved		£6,011.36

***Payments to be charged to the Committee of Sports Hall & Playing Field Grant**

10. **Correspondence**

It was reported that the following items had been received:

- a. CPRE
 - (i) Countryside Voice (autumn 05)
 - (ii) Notice of AGM held on 18 November & minutes from AGM held on 19 November 04
 - (iii) CPRE Kent (Autumn 05)
 - (iv) 2006 Calendar

- b. KAPC
 - (i) Minutes of Area Committee Meeting held on 15 September 05
 - (ii) Parish News (October 05) – copied to members
 - (iii) Traffic Information & Roadwork's for the SE (September/November 05)
 - (iv) LEPR Health in Action: Details of Cookie for a Cure 2006 campaign

- c. TMBC
 - (i) Minutes of Council, Cabinet & Committee Meetings 2005, Vol 4 July/ September
 - (ii) Weekend Household Bulky Refuse Service (October 05 – February 06) – copied to members

- d. Product Information received from
 - (i) LaMIS: Details of CD ROM containing aerial photography and OS mapping of East Peckham together with environmental data held by the government and KCC – passed to Cllr. Poole
 - (ii) W E Manning Ltd: Details of Periodic Electrical Test & Inspection facility
 - (iii) Kensington Specialities: Advertising pens
 - (iv) Ernest Doe: Turf Show 2006
 - (v) Redlynch Leisure: Safety Surfaces – passed to Cllr. Cresswell
 - (vi) SMP: Play Equipment – passed to Cllr. Cresswell
 - (vii) Miracle: Play Equipment – passed to Cllr. Cresswell
 - (viii) Matta Products: Safety Surfaces – passed to Cllr. Cresswell
 - (viii) Stortford Interiors: Partitioning Systems

- e. NALC: Local Council Review (November 05)

- f. Kenward Trust
 - (i) New Life: The Newsletter of the Kenward Trust
 - (ii) Details of New Building Appeal
 - (iii) Details of Carol Service to take place on 10 December 05

- g. The Standards Board for England: Town & Parish Standard 05 – copied to members

- h. FWAG: Farming & Wildlife Conservation (autumn/winter 05)

- i. Kent Police Authority: Proposals by the Government for a national restructuring of police forces in England and Wales - copied to members

- j. Action with Communities in Rural Kent
 - (i) 2005 Annual Report
 - (ii) Details on Rural Housing inquiry event for the SE to be held on 21 November
 - (iii) Rural News; October 05 – copied to members
- k. Local Councils Update: October 05 & November 05 – passed to Cllr. Mrs Cresswell
- l. Kent Youth: Invitation to a service of lessons and carols to be held at All Saints Church Maidstone on 03 December 05
- m. SLCC: The Clerk (November 05) – passed to Cllr. Mrs Cresswell
- n. Maidstone & Tunbridge Wells NHS Trust: Annual Report 2005
- o. Clerks & Councils Direct (November 05) – passed to Cllr. Mrs Cresswell
- p. Direct Information Services: Extract from issue 618/8 – copied to members

11 Matters for future Discussion

Cllr. Poole

Drew attention to faulty streetlights at the rear of Curran Hall and the fact that the Public WC lights were constantly left on. The matter would be referred to TMBC.

Cllr. Shead

Requested a progress report on the Village Sign. The Clerk confirmed that she had been dealing with the company 'Signs of the Times' who had advised that the old sign might be usable with a new post. Signs of the Times had collected the sign from Cllr. Whiteside and Cllr. Street had provided photographs of the existing post. We should hear more within the next couple of weeks.

Cllr. Crawford

Drew attention to the erection of the wall outside Snoll Hatch Road, which was still posing a problem to a resident who lived at the rear of the property. The Clerk would ascertain the current status with regard to the Planning Application.

- 12. Date & time of Next Meeting:** In order to afford Mrs. Jones the opportunity to attend the December meeting it was **RESOLVED** that the meeting would be held on 14 December 05

There being no additional business, the meeting closed at 2200 hours.