

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL ON MONDAY, 19TH JUNE 2006 AT 20.22 HRS

PRESENT: Cllrs: D Boyle (Vice-Chairman) Bearman, Mrs Curry, Gardner, Poole, Shead, Street, & Whiteside

ALSO PRESENT: Mrs. E Jones (Temporary Clerk) Borough Cllrs Mrs Holland and Mr Rogers (until 21.20hrs)

1 Apologies for absence

Apologies were NOTED from Cllr Crawford

2 Declarations of Interests

There were no Declarations of Interest

3 Casual Vacancies

The Clerk reported on advice obtained from the Electoral Registration Department at the Borough Council, and from the Kent Association of Parish Councils. It was NOTED that, if no written resignation is forthcoming from members who are no longer present, the Council has no alternative than to wait six months from the date of their last attendance before declaring any vacancies. The Council may then fill the vacancies by co-option for the remainder of the term, but no election may be called, as there will be a Parish Council Election on 3rd May 2007.

4 Questions from Parishioners

There were no members of the public present.

5. Simon Hume Kendall representing the Hop Farm

An appointment had been made for Mr Simon Hume Kendall to address the Council at approximately 8.00pm, at his own request. Mr Hume Kendall was not present.

6 Reports from County & Borough Councillors

Borough Cllr Mrs Holland reported on the following:-

- **Bewl Water:** It was NOTED that the raising of the water barrier at Bewl Water by 10 feet is being considered.
- **Composting Centre:** A site in the chalk pit is being considered for a composting centre. If agreed this would be completely undercover, although there are some concerns regarding increased traffic on the bypass.

7 Parish Council

a. To confirm the Minutes of the meeting held on 8th May 2006

Minutes of the Parish Council Meeting held on Monday 8th May 2006 were **CONFIRMED & SIGNED** as a correct record of the meeting.

b. **Matters arising not covered elsewhere on the agenda**

i. **Meeting Dates for 2006/2007** (Page 3099, Item 9)

The Clerk advised that Monday 7th May 2007 will be a Bank Holiday; it has been established that the room is available on Wednesday 9th May 2007.

RESOLVED that next year's Annual Parish Council Meeting be held on **Wednesday 9th May 2007** and that the meetings time-table be amended accordingly.

c. **Sports Hall & Playing Field** – current situation and AGM

Cllr Boyle reported on a meeting held on Monday 12th June 2006 and thanked those who had attended. Some flyers which Cllr Boyle has produced were distributed to members for delivery to as many households as possible; these are an invitation to join a new Support Group for the facilities.

Cllr Poole suggested that the Parish Council should take over responsibility for mowing the field, together with maintenance of the hall itself. Cllr Street felt that those present at the AGM should be told of the advice given to the Parish Council and that Terms of Reference will be drawn up in due course.

Cllr Whiteside felt that, once the Support Group is in place, a Management Committee will naturally evolve. It was generally felt that the Management Committee should run the facilities, but not be required to maintain the property. The Committee will start with a "clean sheet", appointing its own Officers, but the Parish Council will pay the bills. The Council envisages that the operation will be simplified.

There was some discussion regarding the Committee's Bank Account and the signatories. Cllr Boyle did not anticipate any problem with this, provided people come forward at the AGM who will be willing to take over. He assured members that, in the event of any problem arising, he will seek professional advice. Cllr Whiteside thanked Cllr Boyle for the splendid job which he is doing.

d. **Parish Council Website:**

Cllr Boyle advised that he has received positive comments about the website since it went live. Cllr Poole advised that he intends to pursue his search for 2004 Minutes on the Parish Council computer.

e. **Best Village Front Garden Competition**

Cllr Street reported that he requires a driver to accompany him whilst taking the photographs. It was NOTED that Cllr Shead has agreed to be a judge. Cllr Street relayed comments by the judges for the Village of the Year competition that they hoped the floral display on the wheelbarrow roundabout receives 'grey' water. Cllr Shead advised that the display is not watered, as it contains water retaining gel.

f. **Christmas Lights**

Cllr Gardner reported on his discussions with Gala Lighting and it was NOTED that each light would cost approximately £600 to purchase and erect. As most of the streetlights in East Peckham are not on their own column, it will be necessary to obtain permission from companies such as BT to install any seasonal lights. It was NOTED that the Parish Council has a budget of £2,000. Cllr Gardner has explored

the Grant situation and has established that Tonbridge & Malling Borough Council have a restricted budget and it might be possible to apply for up to 2/3rds of the cost, although the Borough Council members present felt that it would be more likely to be 50%. Their advice was to make an application on behalf of small local traders. The possibility of obtaining donations from some of the larger businesses in the area was discussed but Cllr Mrs Holland felt that such companies would not contribute. It was NOTED that Hadlow ask shopkeepers for a donation of £25, which they are proposing to increase this year. Cllr Rogers advised that the next Meeting of the Scrutiny Group will be in September and that a Grant would need to be applied for by August.

Further discussion covered the question of leasing as opposed to buying, combining with another village, and the possible problems of storage of equipment.

It was suggested that the Council could, perhaps, purchase four lights this year and budget for a further four next year, gradually building up a display. Cllr Gardner reminded members that the necessary permissions must be sought before any application is made and that this will be an ongoing commitment once it is started

g **CCTV** - report of visit to Hadlow

Cllr Street reported that he had visited Hadlow Parish Council with Cllrs Gardner and Poole and they were very impressed with the CCTV equipment. There is an inclusive cost is £1,000 per camera, of which Hadlow has twenty, erected in groups of four. Hadlow report that their installation has been effective in reducing anti social behaviour. The cameras transmit via broadband and record everything on disk. Cllr Boyle felt that the system could be useful at the Sports Hall and in the Village centre. It was agreed that the scheme needs careful review and that professional people should be involved, together with the Parish Warden.

RESOLVED that the Clerk at Hadlow be asked for the name of the company who installed their system and that a letter of thanks be sent to all those people at Hadlow, who were involved in the visit.

h. **Speedwatch**

Members were not totally convinced that the purchase of expensive equipment is necessary to deter speeding motorists and felt that the Council should consider investing in some luminous clothing.

i. **Commemorative Tree: Philip Russell**

Cllr Shead advised that he has obtained pictures of several species of tree which may be suitable, but apologised that he had left them at home. As it is not the right time of year for planting, this item can be discussed at the July Parish Council meeting.

8 **Planning Committee:** To receive the minutes of meetings held on 22nd May & 5th June 2006

These Minutes were approved during the meeting of the Planning Committee.

9 Tonbridge & Malling Borough Council:

The following, which were received for informative purposes, were READ & NOTED:-

- a. Minutes of Council, Cabinet & Committee Meetings 20.02.06 -06.04.06
- b. Weekend Household Bulky Refuse Service April – July 2006
- c. Summer Playscheme 2006
- d. Activate: Summer Activities for 8-16 year olds 2006
- e. Food on the Go 'Pride' Campaign
- f. Poulit Wood Squash & Racketball Club – Junior coaching Course

Where appropriate, copies of the above information have been placed on the Parish Notice Board

10 Kent County Council:

The following, which were received for informative purposes, were READ & NOTED:-

- a. Changes to the Local Government Pension Scheme
- b. Notes of Local Board Meeting held 10th May 2006

11. Groups & Organisations: To receive reports from representatives

- a. **Committee of Sports Hall & Playing Field Management:**
Agreed this item had been adequately covered earlier in the meeting
- b. **Community & Police Working Group**
NOTED this Group meets on Thursday next
- c. **Tonbridge & Malling Crime Prevention Panel**
NOTED this Group meets on Thursday next
- d. **Village Design Statement: Progress Report**
Cllr Whiteside advised that a meeting has still to be arranged
- e. **KAPC: Agenda for Annual Meeting, 22nd June 2006**
No member is available to attend this meeting, due to other commitments on the same date.

12. Finance

- a. **Bank Reconciliation as at 31st May 2006 for Information**
NOTED and copied to members
- b. **Section 137 Report from 2005/2006**
The following information was NOTED:

DONATIONS:	Try Angle Awards	50.00	
	Royal British Legion	75.00	
	Citizens' Advice Bureau	150.00	
	Hospice in the Weald	50.00	
	SERPA	20.00	
	Age Concern Malling	<u>50.00</u>	395.00

SUMMER PLAYScheme:	848.70
BEST VILLAGE FRONT GARDEN COMP:	238.10
SUBSCRIPTION: Kent Men of Trees	<u>25.00</u>
	£1,506.80
BUDGET FIGURE:	<u>1,500.00</u>
	OVERSPENT: <u>6.80</u>

c. **Request for Financial Assistance**

In view of the fact that the allocation for 2005/2006 was fully spent, it was agreed that the following requests should be dealt with at the September Meeting of the Parish Council:-

- East Peckham Village Hall Committee
- Kenward Trust
- Hospice in the Weald
- Try Angle Awards

d. **2005/2006 Annual Financial Return:**

The following information had been circulated to all Members:-

- o A copy of the Annual Return for the year ended 31st March 2006
- o A Receipts and Payments balance sheet in support of the Annual Return
- o Year-end Cash to bank Reconciliation for 2005/2006 (showing comparative figures for 2004/2005)
- o An end-of-year statement from NatWest Bank in support of the bank reconciliation

PROPOSED by Cllr Boyle, **SECONDED** by Cllr Street, that the accounts for the Financial Year 2005/2006 be **APPROVED** and the Annual Return be duly signed. **CARRIED UNANIMOUSLY**

e. **New Bank Mandate:**

It was **PROPOSED** by Cllr Boyle, **SECONDED** by Cllr Poole that, in view of the fact that the vacancies may not be filled until six months have elapsed, the amended Mandate to include Cllr Peter Crawford as a signatory be duly signed by the remaining members (excluding Cllrs Poole and Street, who undertake the internal audit) **CARRIED UNANIMOUSLY**

f.. **Financial Transactions:**

Payments made since 08.05.06

22.05.06	*British Gas: (BACS payment)		87.50
	Sweepclean (Kent) Ltd: £75.00 + 13.13 VAT Chq. 2443		88.13
	*Zurich Municipal: Insurance premium Chq. 2444	2118.57	
05.06.06	*H. Jenner: Cleaning/Maintenance May'06 Chq. 2445		346.46
	*D. Boyle: Reimbursement of expenses Chq.2446		348.91
19.06.06	*H. Jenner: Cleaning/Maint. to 26/06/06 Chq.2447		360.00

The following payments were approved:-

Mrs K Bell:	Maternity Pay June 2006	530.39
Mrs E Jones:	Expenses 09.05.06 – 19.06.06 (S112)	50.39

*Kent Grassland Services: Gangmowing/Strimming – April 2006		665.00	
Gangmowing – May 2006		<u>475.00</u>	
		1140.00	
		VAT <u>199.51</u>	1339.51
Sixpenny Services:	Supply & install stopcocks to Allotments	276.88	
		VAT <u>48.45</u>	325.33
EDF Energy:	S/L Maintenance June.'06	275.90	
		VAT <u>48.28</u>	324.18
Scribe 2000:	Annual Licence Renewal due 1 st July 2006		245.00
Summers Hosting:	Retention payment of 10% - PC Website		220.50
*SSG Emprise:	Patrols for April 2006 Sports Hall & Field	182.00	
		VAT <u>31.85</u>	213.85
*Poyntell Ltd:	Work to locks & doors – Sports Hall	155.33	
		VAT <u>27.18</u>	182.51
Sweepclean (Kent) Ltd:	Litter Picking 02/05/06	75.00	
	Litter Picking 30/05/06	<u>75.00</u>	
		150.00	
		VAT <u>26.26</u>	176.26
*KCC Commercial Services:	Sports Hall materials collected 5 May	43.44	
	Sports Hall materials collected 31 May	<u>94.26</u>	
		137.70	
		VAT <u>24.10</u>	161.80
Signs of the Times:	Sum underpaid on 24-04-06		100.00
*Mr H Jenner:	Purchase of Strimmer		99.99
*Electrographics:	Audit accounts for SH & PF Management C'ttee:		55.00
KCC Commercial Services:	Protective Gloves & Refuse sacks	16.89	
		VAT <u>2.96</u>	19.85
*Mr A Sales:	Reimbursement for Model Lease	11.50	
		VAT <u>0.26</u>	11.76
Upr. Medway Internal Drainage Board:	Agricultural Drainage Rates		1.12

g. **Temporary Clerk**

It was NOTED that it has not been possible for the Temporary Clerk to take any Annual Leave during her six month Contract with this Parish Council and the Council's approval was requested to add the sum due in respect of accrued leave to her final salary cheque It was **PROPOSED** by Cllr Poole, **SECONDED** by Cllr Boyle, that the following payment be approved by way of a cheque post-dated for 3rd July 2006:-

CARRIED UNANIMOUSLY

Mrs Eileen Jones:	Pay for Quarter April – June 2006.	3,279.61
	Holiday pay for 6 months (7.32 days)	<u>660.91</u>
		3,940.52
	Less Tax	<u>418.46</u>
		<u>3,522.06</u>

The hours for the final two weeks have been estimated as per the contract, if necessary any adjustments may be made to whatever is earned when the Temporary Clerk attends for Audit purposes.

13 Correspondence

It was reported that the following items have been received:-

- a. Parish News, Issue 316 – 21st May 2006
- b. Local Councils Update - issue 79 – May 2006
- c. Office of the Deputy Prime Minister: Local Authority Byelaws Discussion Paper
- d. Shaw's: Books, Forms, Records & Registers for Local Councils
- e. The Playing Field: Kent County Playing Fields Association Newsletter: Spring 2006
- f. Local Works Campaign for the Sustainable Communities Bill plus Charter 88 and letter to be sent to the local MP
- g. Medway Valley Countryside Partnership: Giant Hogweed Control Programme
- h. Action with Communities in Rural Kent: Agenda for Meeting on 22nd June 2006 + Minutes of Meeting held 19th October 2005
- i. SLCC: Membership Card etc.
- j. Farming & Wildlife Advisory Group: Issue 1 of magazine – Spring/Summer 2006 + SE Directory
- k. CPRE: Fieldwork : June 2006 + attached papers
- l. Local Councils Update: Issue 80, June 2006
- m. Action with Communities in Rural Kent: Oast to Coast – Summer 2006

14 Matters for future Discussion

Cllr. Bearman: The "Keep Left" Sign at Snoll Hatch Road has been knocked over and has been removed to the "Merry Boy" car park (behind the fir tree) for safe keeping.

Complaints have been received regarding the grass maintenance at the Church.

The hedge at No 26 Grange Road is causing an obstruction and is badly in need of cutting.

Hale Street is becoming a rat-run.

There is noise coming from Mid-Kent Scaffolding Company in Pound Road at 6.30am.

Cllr Street: More litter bins are needed

Cllr Poole: asked members to advise him of anything they wish to be added to the Highways "wish list" spreadsheet, which he will complete and submit.

HGV Deliveries to the Japanese Gardens are taking place out of hours on

Sundays.

Footpaths at the rear of the Church and at other locations are overgrown and cannot be walked. Need reporting to PROW Dept at Borough Council

Cllr Mrs Curry: There is ponding on the pavement opposite Strettitt Gardens.

Cllr Shead Advised that all stiles on his premises have been replaced.

The Clerk was asked to refer the above items to the appropriate authority or to place them on a future Parish Council Agenda if necessary.

15 Date & time of Next Meeting: 17th July 2006

There being no additional business, the meeting closed at 21.50hrs

NOTE: All regular meetings of the Parish Council & its committees are open to the press and public
