

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 19.40 HOURS ON MONDAY 18 JANUARY 2010

PRESENT: Cllrs. Mrs. L Baseden, P Crawford (Chairman), J. Crowley, Mrs. B. Curry, W. Gress, Ms. L. Picknett, D. Poole, T. Shead, P Street

ALSO PRESENT: Mrs. K Bell (Clerk), County Councillor. R. Long, Community Warden. Ms. S. MacKay & 1 resident

APOLOGIES: Cllrs. A. Gardner & Mrs. J. Macdonald & Borough Cllr. H. Rogers

Cllr. Crawford opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllrs: Crowley & Gress declared an interest in item 9e.

2. **County Councillor**

County Councillor Long was welcomed to the meeting. The Parish Council expressed its gratitude to both KCC and County Councillor Long for all their efforts in keeping the roads open during the recent snow and icy conditions. County Councillor Long thanked the Parish Council for its support. Mr. Long felt that whilst KCC had done a reasonably good job it could have done better and said that in future would seek advice from communities and parish councils. County Councillor Long drew attention to the County's Winter Policy Statement and the Salt Bin Assessment Form.

3. **Community Warden**

Ms MacKay was welcomed to the meeting; Ms Mackay had prepared a report outlining her activities over the past month. The report was copied to members and **NOTED WITH INTEREST.**

Ms MacKay drew specific attention to the following:

- A support warden would be shadowing her for a period of six months. It was noted that the support warden would have a similar uniform the only noticeable difference being the ties.
- A forthcoming Sports Leadership Course which was an ideal course for anyone aged 16+ interested in sports coaching, volunteering or completing further leadership awards. It was noted that the cost of the course was £10. Cllr. Shead stated that Brookside Garden centre would sponsor up to 5 individuals to attend the event. Following a discussion, it was:

RESOLVED: That the Parish Council would match Cllr. Sheads' offer and would also sponsor up to 5 individuals.

4. **Minutes**

a) **Minutes of the meeting held on 14 December 2009**

RESOLVED: That the minutes of the meeting be approved and signed by the Chairman as a correct record.

b) Matters Arising

Minute 5b, Village Diary: The diary had been deposited in the library. An article would be in the Parish Magazine and on the PC's website alerting groups and organisations to its existence.

Minute 5b, East Peckham Primary School: Confirmation had been received that the local Children's Centre would use existing buildings located in Hadlow.

Minute 7b (i), Christmas 2009 - Christmas Lights

It was reported that the village Christmas lights had been taken down and that the Clerk was liaising with PFL regarding the final account in respect of the Christmas Lights. It was noted that some reduction was expected in recognition of the disappointment over the sporadic working of the lights on the Christmas tree. It was further noted that some of the light bulbs had been damaged.

Minute 7b (ii), Village Christmas Carols

It was reported that the Street Collection had raised £95.79 (Hospice in the Weald £58.72 and MND £37.07)

5. Public Questions, comments or representations

Attention was drawn to the following:

- A letter had been received from Marden Parish Council who was looking at updating the play equipment in Marden and having been impressed with the facilities in East Peckham sought funding information.
- The caravan on land adjacent to the Rose & Crown, Branbridges Road. The resident was advised that the Parish Council was aware of the caravan and had requested TMBC to undertake a planning enforcement investigation.
- The Rose & Crown Public House which had recently been boarded up. The resident was advised that the Parish Council was aware and believed that a new licensee would be installed shortly.

6. Business Items: Meeting Room arrangements

It was reported that further discussions with the Methodist Church had taken place the outcome being that the Methodist Church were unable to compromise on any of the points raised by the Parish Council, namely the setting up of the meeting room, the provision of additional storage and the redecoration of the Parish Office. It was further reported that the room was booked for 2 ½ hours for each meeting and the Parish Council charged accordingly. In view of the fact that some meetings were shorter in duration and some longer in duration the Clerk was maintaining a log of meeting hours and would ensure that the Parish Council would only charged for the actual time that the room was used. The Clerk would also be seeking a reduction in the room hire fee for 04 January 2010 as the meeting room was not heated.

7. Planning Committee

RESOLVED: That the minutes of the meetings held on 14 December 2009 and 04 January 2010 which had been copied to members be **RECEIVED & NOTED.**

8. **Finance Committee**

a) **Minutes**

RESOLVED: That the minutes of the meeting held on 11 January 2010 be **RECEIVED AND NOTED**. Subject to a minor amendment the minutes would be **APPROVED** at the next meeting.

b) **Matters arising:** There were none

c) **2010/2011 Precept for 2010/2011**

RESOLVED that the precept for 2010/2011 be set at £73,295.

9. **Groups & Organisations: Reports from representatives**

a) **Community & Police Working Group**

Cllr. Street reported that the next meeting would be in late January 2010.

b) **Tonbridge & Malling Crime Prevention Partnership**

Cllr Street reported that the next meeting would be held in February 2010.

c) **Parish Plan**

Cllr Street reported that progress had been delayed pending the receipt of various contributing reports. It was still hoped however that the Parish Plan would be published before the end of March 2010.

d) **Youth Panel**

A discussion took place on the possible acquisition of a village youth shelter, following which, it was:

RESOLVED: That in order to assist further consideration of the matter, Monster Play would be invited to a meeting where they would advise members on the types of youth shelter that were available.

e) **East Peckham Playing Field Committee**

(i) **Financial Information**

2009/10 PC Grant: Information as at 31.12.09

It was noted that the position was as follows:

2009/10 Grant	£11,897
Less Expenditure	£9,265
Less adjustment in lieu of rent	£1
Plus Refund	£1,620
Balance of 09/10 grant	£4,251

EPPFC Financial statement as at 31.12.09

A statement was provided, summarised as follows:

Balance at 31.03.09	Credit Account	£13,764
	Deposit Account	£20,442
2009/10 Income		£10,534
2009/10 Expenditure		£21,011
Deposit Account Interest		£9
Balance	Credit Account	£10,287
	Deposit Account	£13,451

Note: £7,000 transferred from the Deposit a/c to the credit a/c.

(ii) **Sports Hall Repairs:** The Chlorination work had been completed.

- (iii) **Arrangements Post May 2010:** The post May 2010 arrangements would be discussed at a Parish Council meeting on 25 January 2010. It was noted that the Sub Committee consisting of Cllrs. Crowley, Gardner, Gress and Poole would be meeting in advance of the meeting scheduled to take place on 25 January 2010.

10. Tunbridge Wells B. Council: Draft Sustainable Community Strategy

It was reported that the Draft Sustainable Community Strategy had been developed by TWBC and the local strategic partnership. It was noted that the strategy set out a vision and priorities for the borough for 2010 through to 2026. It was noted that the consultation was online and TWBC had requested views by 16 April 2010. Following a discussion, it was **RESOLVED:** That the documentation be **NOTED WITH INTEREST**

11. Finance

a) Bank Reconciliation as at 31 December 2009

The information, which had been prepared by the Clerk & copied to members, was **APPROVED.** It was noted that as at 30.12.09 the balances held were; Current Account £250, Reserve Account £93,662 and Capital Account £14,565

b) Budgetary Control as at 31 December 2009

The information, which had been prepared by the Clerk & copied to members, was **APPROVED.** A report into any variances would be presented to members at the next meeting.

c) Financial Transactions: The following were **APPROVED**

Receipts

1.12.09	EDF Energy – Refund of Sports Hall Electricity	£612.37
31.12.09	Nat West – Bank Interest	£14.30
05.01.10	Mrs M Lawrence – Centenary Book Sales	£20.00
07.01.10	EDF Energy – Streetlight wayleave	£11.28
Total		£657.95

Payments (includes VAT where applicable)

PWLB	Loan repayment	£2,930.21 DD
Mrs. K Bell	Clerks Christmas Bonus	£150.00 Chq 3056
Mrs K Bell	Clerks Salary plus expenses less	£1,030.62 Chq 3057 /3059
MND	Street Collection	37.07 Chq 3058
PFL	Streetlight maintenance	£293.25 Chq 3060
Mr P Hartley	Litter Warden Salary: December 09	£72.00 Chq 3061
Hills Office Services	Office Equipment/software	£458.85 Chq 3062
Aldous & Stamp	Sports Hall chlorination	£1,362.75 Chq 2063
EDF Energy	Streetlight energy	£828.07 Chq 3064
EP Methodist Church	Hire of hall & office	£371.52 Chq 3065
NET TOTAL		£7,534.34

The following payments were **NOTED**

*EDF Energy	Sports Hall Electric Supply 2009/10	£240.00 DD
*KCC	Sports Hall supplies	£76.77 Chq 3066
TOTAL		£7,851.11

*Denotes charged to the Sports Hall PC Grant

d) District Audit - Change of External Auditor:

It was reported that the policy of the Audit Commission was to rotate appointed auditors every five years and the Audit of East Peckham Parish Council had been transferred to another Distinct Auditor.

12. Correspondence

The following items were **RECEIVED AND NOTED:**

- a. Dis: Issues 724 (14.12.09)
- b. Local Gov.co.uk: e bulletins dated: 01.12.09, 09.12.09, 11.12.09, 17.12.09, 22.12.09 & 07.01.10,
- c. Kent Association of Local Councils
 - i. Chairmanship Training Day: Postponed until 04 March 2010
 - ii. Power of Well Being Training: 28 January 2010
 - iii. Certificate in Local Council Administration: Training information (Feb 2010)
 - iv. Learning & Development Survey 2009
 - v. Parish News (December 2009) – copied to members
 - vi. 2009 Christmas Card
 - vii. Area Committee: Agenda for meeting held on 17 December 2009 (Forwarded to Cllrs. Crawford and Crowley)
- d. KCC
 - i. Kent Top Travel (Subsidiary of KCC): Coach Hire
 - ii. Trading Standards Alerts
 - iii. Community Safety Unit Newsletter
 - iv. Explore Kent (Autumn/winter 2009) - copied to members
- e. TMBC
 - i. Mayors Charity Evening: Blues Brothers Little Brother (26 March 2010)
 - ii. Electoral Register 2010
 - iii. National Benefit Fraud Awareness Campaign
 - iv. 2009 Christmas Card from Leader of the Council
 - v. Wise Up (Food, Safety and Health Matters): December 2009
 - vi. 2009/10 Diary: Handbook amendments
- f. Rural Kent
 - i. Oast to Coast (Winter 2009)
 - ii. Parish Plan News
 - iii. SE Region: ESF Community Grants
 - iv. Rural News (December 2009) – copied to members
- g. NALC: Conference & Events Survey
- h. Clerks in Kent: Circulated emails regarding bank charges
- i. MVCP: River Medway Walk Leaflets – copied to members
- j. NHS: Changes to Local Ambulance Service (information)
- k. Community Safety Partnership: Monthly Bulletin (January 2010)
- l. Society of Local Council Clerks
 - i. 2010 Practitioners Conference (Stoke-on-Trent, February 2010)
 - ii. Kent Branch Newsletter (December 2009)

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- m. Auditing Solutions: 2009 Christmas card
- n. CPRE: Recruit a new member scheme
- o. Notts Sport UK: Play Services

13. Matters for future Discussion

It was reported that the next meeting of the Parish Council would be on 25 January 2010. It was noted that the main agenda item would be regarding the Sports Hall and Playing Fields.

14. Urgent Items: There were none

15. Matters for consideration in Private

Confidential minute book refers

16. Date and Time of next meeting: Confirmed as 25 January 2010

There being no additional business, the meeting concluded at 21.05 hours.