

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 19.45 HOURS ON MONDAY 21 SEPTEMBER 2009

PRESENT: Cllrs. Ms L Baseden, P Crawford (Chairman), J. Crowley, B. Gress, Mrs. J Macdonald, D. Poole, & P. Street.

ALSO PRESENT: Mrs. K Bell (Clerk), County Councillor. R. Long, Borough Cllr. Mrs. E. Holland, Sgt Sergeant, Community Warden. Ms. S MacKay & 2 residents

APOLOGIES: Cllrs. Gardner & Shead, 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 10f.

2. **County Councillor**

Mr Long was welcomed to the meeting; attention was drawn to the following:

- Mr Long wished to receive copies of the Parish Highways Report and to be informed of any issues where KHS were slow to respond.
- The possibility of some money being available through KHS to fund highway improvements within villages. The Clerk would obtain further details regarding this possible funding stream.
- Mr Long was thanked for supporting the grant towards the additional fitness equipment.

3. **Borough Councillors:**

Mrs. Holland was welcomed to the meeting she drew attention to the recent burglaries at Clubbs Quarry. It was noted that the police were aware and were monitoring the situation.

4. **Community Warden**

Ms MacKay was welcomed to the meeting; Ms Mackay had prepared a report outlining her warden activities over the past two months which was copied to members, she drew attention to the following:

- Additional Community Warden Surgeries
- Streetlights. Ms Mackay was asked to forward all issues regarding village streetlights to the Clerk.
- She hoped to create a Village Volunteer Group whereby residents would do voluntary DIY or gardening for someone in need. Ms Mackay was advised of the Parish Councils Adopt a Garden scheme and that the Clerk would work with her with regard to an article for the Parish Magazine.

5. **Police Liaison**

Sgt Sergeant was welcomed to the meeting: he drew attention to the following:

- The burglary at the Co-op, Pound Road which occurred on 17 September 2009. A witness appeal had been issued by West Kent Police.
- Crime statistics were down slightly compared to the same period in 2008.

6. **Minutes**

- a. **Minutes of the meeting of the Parish Council held on 20 July 2009**
RESOLVED: That the minutes of the meeting, which had been copied to members be approved and signed by the Chairman as a correct record.

b. **Matters Arising**

Minute 6b, Christmas Lights Energy: Part Refund of 2007 account
It was reported that matter remained outstanding.

Minute 6b, Pound Road Bus Shelter

Arriva had settled the invoice in respect of the insurance excess.

7. **Councillor Vacancies**

a. **Resignation**

Mrs Gillian Singleton's resignation which took effect on 07 September 2009 was accepted. It was noted that although Mrs Singleton's time on the Parish Council had been short she had been thanked for her service to the village and the council. It was further noted that the vacancy notice had been placed on the Parish Councils notice board and TMBC informed. TMBC would of course notify the Clerk in due course whether there had been a call for an election or if the Parish Council could fill the vacancy by co-option.

b. **Co-option**

As TMBC had confirmed that there had been no request for a parish election within the statutory period and therefore the vacancy created by the resignation of Mr. D Ireland could be filled by co-option. Cllr. Street reported that although former Parish Councillor Mrs Barbara Curry had not been able to attend the meeting she was keen to rejoin the Parish Council. It was therefore proposed by Cllr. Poole, seconded by Cllr. Crawford and:

RESOLVED: That Mrs Curry be co-opted.

8. **Public Questions, comments or representations**

a. **Correspondence from residents**

Attention was drawn to the following:

- A resident had expressed concern regarding the sale of land between Whitebine Gardens and Hale Street. The Clerk had obtained and circulated to members copies of the sale particulars, it was noted that the land was currently protected within TMBC's Local Development Plan from development for a period of 30 years and that without planning permission the land could only be used for agricultural or equestrian purposes.
- A resident had requested double yellow lines in the area between the drop head kerb at No 16 and the side gate of No 22 Old Road. It was noted that the request had been referred to TMBC who had advised that the matter would be considered during 2010/2011.
- A resident had complained about the condition of the Coult Stream Footpath. It was noted that the matter had been referred to KCC PROW who had advised that remedial repairs had been approved and would be carried out.

- A resident had thanked the PC for liaising promptly with KCC PROW and as a result a footpath was cleared straight away.
- Two residents had complained about noise from The Hop Farm during the War and Peace Event.
- A letter from a resident expressing her disappointment following Mrs Singleton's resignation, the resident also drew attention to her concerns regarding events at the Hop Farm. The president's comments were noted.
- A resident had complained about motor cars racing along the bypass and doing handbrake turns at Brookside Roundabout. The clerk confirmed that the resident had been advised to contact the Community Warden and the Police.

b. Questions from Parishioners

A resident advised that the repairs to the Village Hall roof had been completed and thanked the Parish Council for contributing towards the cost of the roof repairs.

c. Village CCTV

Cllr. Poole reported and drew attention to the following:

- During July 2009 Chroma Vision had carried out their first maintenance inspection of the village CCTV. Chroma Vision was of the opinion that some of the CCTV signs might be a potential health and safety issue. On balance it was considered best if the signs remained in place.
- Keys were needed in order to access the interior workings of the cameras. Chroma Vision would be contacting the manufacturers in this respect.

Cllr. Mrs Macdonald questioned whether the CCTV was needed. A discussion followed when it was concluded that:

- The CCTV acted as deterrent.
- Provided valuable information in respect of incidents
- Having been purchased outright the upkeep costs were minimal
- The benefits of having the system outweighed the costs.

d. Action with Communities in Rural Kent

(i) 85th AGM: There was no report.

(ii) Village of the Year 2009: Results

It was reported that Cllrs. Crowley, Gardner and Poole had attended the results evening which had been held on 01 September 2009 and that it had been another successful year for East Peckham. The results were as follows:

| | |
|----------------|------------------|
| Community Life | Commended |
| Business | Runner Up |
| Communication | Runner Up |
| Sustainability | Highly commended |

It was noted that the overall winning village was Minster-in-Thamet.

The Clerk and Councillors were thanked for part they played in this year's competition from the initial submission of the entry, meeting the judges and attending the awards presentation

evening. It was suggested that rather than submit an entry in 2010 the village re-enter the competition again in 2011.

e. New Village Bus Shelters

It was reported that the Clerk and Cllr. Gardner had met with a representative from Queensbury Shelters regarding the installation of two new bus shelters at the lower end of Old Road, i.e. opposite 120/122 Old Road and at the junction of Old Road with Crown Acres. Subsequent to that meeting a quotation for the sum of £3,266.00 had been received. The following were noted:

- The sum of £3,500 had been included within the 2009/10 budget.
- A grant in respect of 50% of the project costs had been applied for from KCC.
- The Clerk was looking at the possibility of a further 50% funding being made available from TMBC.
- The Clerk had made a provisional order with Queensbury Shelters

Following a discussion, it was:

RESOLVED: That the order be confirmed.

f. 2009 Bash The Trash Event:

Following a discussion, it was:

RESOLVED: That members were of the opinion that in view of the fact that the Community Warden had organised a BTT event which took place on 07 September 2009 without consulting either the Parish Council or the EPPFC, there would be little benefit in holding another similar event so soon afterwards. The Parish Councils Annual Bash the Trash Event would therefore be put on hold for 2009 and considered again in the spring of 2010.

g. Community Payback

Attention was drawn to the following:

- The organiser was keen for a Parish Council representative to meet with the Supervisor in the village one Sunday.
- Work to be referred to Community Payback would include; the removal of nettles at Bush Road, removal of litter from the hedge opposite Holy Trinity, cutting back the footpath leading between Caysers Croft and Little mill, bulb and tree planting
- An additional map would be forwarded to the Community Payback Team Leader.

h. East Peckham War Memorial Renovation

Attention was drawn to the following:

- Cllrs. Gardner and Poole together with the Clerk had attended the site meeting on 04 September; also in attendance were representatives from the Diocese of Rochester, the East Peckham Parochial Church Council and Burlite (War Memorial Restorations) Ltd.
- The outcome of the meeting was successful in that both the Diocese and the PCC were now agreeable to the planned renovations. The next stage in the process would be for the PCC to formally agree the planned renovations at their next meeting

whereupon the Diocese would be informed and at that stage an application can be submitted to the Diocese Faculty.

- Burlite had agreed at no extra charge to supply and install replacement posts and paving slabs to be put around the war memorial site.

As an aside it was noted that Mr Newton and his colleague from Burlite would make interesting, fascinating and entertaining speakers for the 2010 Annual Meeting and they appeared keen to attend and talk not only about the planned renovations of the East Peckham War Memorial but to talk also about their work on local and national memorials.

Following a discussion, it was:

RESOLVED: That subject to allowing Mrs Lawrence the village historian time to complete her research and following the receipt of formal approval of the planned renovations from the PCC, the Diocese would be informed that the PC would be proceeding with the work.

It was further **RESOLVED** that Headland Garden Services would be asked to tidy up the war memorial site in advance of this years Remembrance Day.

i. 2009 Village Christmas Event

It was reported that a grant of £560 would be available from TMBC by way of a Grant for the 2009 Christmas Lighting Display provided an equivalent sum was raised locally including a minimum contribution from the Parish Council of £2,000. It was noted that the sum of £2,100 had been included within the 2009/10 budget. Following a discussion, it was:

RESOLVED: That:

- The Christmas lights would be switched on the last weekend on November/the first weekend of December
- There would be a village Christmas Tree in the village centre
- The Clerk would invite businesses to contribute.
- On 08 December 2009 at 7.00 p.m., there would be carol singing in the centre of the village.
- Collections would be held for two charities; the Hospice in the Weald and Motor Neurone.
- The Street Singers, the East Peckham Silver Band, Mr and Mrs Boyle and the Salvation Army would be asked to participate.
- After the carol singing guests would be invited into the Merry Boys.

j. Councillors Training

Cllr. Baseden reported that the Councillors Information Day which she had attended on 29 July 2009 had been interesting and informative; however, she was of the opinion that although the day was intended for and targeted at new councillors the programme would be more of use to a Clerk.

k. 2009 Village Tree Inspection

Cllr. Shead had prepared a written report which was tabled for members. Attention was drawn to the following:

- Cllr Shead had met with the area representative on 01 August 2009. This was the first visit for four years.
- The visit provided value to the village in that comments, positive or negative would be passed onto those responsible for the trees in the village.
- The tree inspector was impressed with the Walnut Tree located behind the Methodist Church which was donated by the Kent Men of Trees approximately 20 years ago and the Playing Fields were also highly regarded. However, many trees had been identified as in need or pruning and this would be pointed out in the report.
- A suggestion was made that a group of volunteers be formed to go around the village pruning trees but as this might have health and safety implications it might be prudent to include some financial provision for this work within the 2010/2011 village maintenance budget.

Following a discussion, it was:

RESOLVED: That not only would it be interesting to see what the Kent Men of Trees report said about the trees in the village it would be useful to have an assessment from TMBCs Tree Inspector with regard to the trees on both the playing fields and in the village.

l. Parish Website

It was reported that the domain name eastpeckham-pc.gov.uk had been re-registered by the Parish Councils website service provider. As the website was running well there was nothing further to report.

9. Planning Committee

RESOLVED: That the minutes of the meetings held on 20 July 2009 and 07 September 2009 which had been copied to members be **RECEIVED, NOTED AND APPROVED.**

10. Groups & Organisations

a. Community & Police Working Group

Cllr. Street reported that the next meeting of the Group would be held on 08 October 2009. He also informed members that the minutes from the meeting held on 18 June 2009 were available.

b. Tonbridge & Malling Crime Prevention Partnership

Cllr. Street reported that he had attended a meeting on 20 September 2009 and drew attention to the following:

- Forthcoming Internet Awareness event. It was suggested that representatives from the Primary School attend the event and Cllr. Mrs Macdonald agreed to liaise with the school in this respect.
- Kent Keylink Service that could be arranged through Kent Police.
- The CRP Group were discussing events for the forthcoming year

c. **Parish Plan**

Cllr. Street to report

- Good progress continued to be made and a draft document would be available shortly
- Members were encouraged to forward their outstanding contributions to Cllr. Street at the earliest opportunity.
- The Parish Plan Group would shortly be meeting with a representative from Rural Kent to ensure that the proposed plan would be acceptable to both DEFRA and Rural Kent. It was noted that this was a cautionary action as the project had been funded by DEFRA to the sum of £2,131.
- Sample Parish Plans (Community Led Plans) had been received for information (copied to Cllr. Street).
- As soon as the Parish Plan was nearing completion, the Parish Plan Group would liaise with Rural Kent.

d. **Youth Panel**

Cllr. Mrs Macdonald drew attention to a youth Shelter in Wrotham which was proving successful and being used not only by youths, but by parents and the school. It was noted that the shelter had a solar powered light and cam complete with a radio which had a pre set volume and was turned off automatically at 10.00 p.m. It was suggested that if a similar shelter was to be considered for East Peckham that representatives from the PC visit it.

e. **East Peckham Primary School**

Cllr. Mrs Macdonald to report

- The latest newsletter was **RECEIVED, NOTED AND FORWARDED TO MEMBERS VIA EMAIL.**
- An update on the East Peckham Children's Centre would be given at the next meeting.

f. **East Peckham Playing Fields Committee**

(i) **2009/10 PC Grant: Information as at 31.08.09**

It was noted that the position was as follows:

| | |
|---------------------------------|---------------|
| 2009/10 Grant | £11,897 |
| Less Expenditure | £4,784 |
| Less adjustment in lieu of rent | £1 |
| Plus Refund | £1,008 |
| Balance of 09/10 grant | £8,120 |

(ii) **EPPFC Financial statement as at 31.08.09**

A statement was provided, summarised as follows:

| | | |
|--------------------------|-----------------|---------|
| Balance at 31.03.09 | Credit Account | £13,764 |
| | Deposit Account | £20,442 |
| 2009/10 Income | | £5,063 |
| 2009/10 Expenditure | | £17,110 |
| Deposit Account Interest | | £9 |
| Balance | Credit Account | £8,717 |
| | Deposit Account | £13,451 |

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

(iii) Sports Hall Repairs: Chlorination Testing

It was reported that during the 2007 Sports Hall renovation period, Thermodiffusion Limited had been contracted to carry out the inspection and rectification of the mechanical systems within the hall and that the work included the cleaning and sterilization of the waste systems. Thermodiffusion subsequently contracted out the chlorination work to Aldous & Stamp who then carried out the work and issued the appropriate certificates. In August 2009, as part of the ongoing maintenance programme, Aldous & Stamp were requested to carry out the chlorination testing again. They carried out the work and identified certain defects within that required immediate attention. The engineer who carried out the work was the same engineer who had done the work for Thermodiffusion in 2007. The EPPFC were informed that the defects he found in August 2009 were the same ones he had identified when carrying out the previous inspection for Thermodiffusion in 2007. Aldous & Stamp have provided an estimate for the sum of £1,185 to carry out the rectification work. The EPPFC feel that neither they nor the Parish Council should be responsible for the rectification work to be carried out as this could have been covered within the 2007 renovation programme and have asked that the Parish Council write to Thermodiffusion and request that they responsibility for the work that should have carried out in 2007. Following a discussion, it was:

RESOLVED: That in the first instance it would be established what was paid for as part of the repair works following which a letter would be sent to Thermodiffusion asking for them to comment.

It was noted that if the Chlorination work had not been carried out the sum of £4,335 had been carried forward from 2008/09 and had been specifically earmarked towards Sports Hall Repairs.

(iv) Other Matters

Attention was drawn to the following:

- EDF Energy had overestimated the electricity consumption at the Sports Hall as a result the monthly direct debit had been reduced from £510 to £340 and a refund of £1,008 had been received.
- The Car Park barrier had been damaged by Veolia who have agreed to rectify the damage.
- Three new items of fitness equipment had been installed.
- Community Payback had completed the decoration works to the Sports Hall. It was noted that the work included the decoration of the Hallway and toilets and that Community Payback might be asked to return after the football season ends in order to decorate the changing rooms.
- There was some concern that some of the trees on the Playing fields were becoming too tall and might need some

work. It was agreed that Cllr. Shead and TMBCs Tree Inspector would be asked to assess the situation.

11. TMBC: Parish Partnership Panel

It was reported that unfortunately no one had been able to attend the meeting and that the minutes had not yet been received. It was noted that the next meeting would be held on 05 November 2009.

12. Medway Valley Countryside Partnership - Riverside Communities Project

It was reported that the way marker had been installed at the junction of Pinkham Lane with Old Road and that as the project had been completed MVCP were in the process of issuing a press release and arranging for a finale event in the village to be held.

13. The Hop Farm

a. Liaison between the Hop Farm and the Parish Council

Following a discussion, it was:

RESOLVED: That a letter would be sent to Mr Bull the owner of the Hop Farm suggesting that dialogue and liaison meetings between the Hop Farm and the Parish Council resume.

b. The Hop Farm Festival 2009 – Post Festival Report

It was reported that Entertee the Festival organisers were in the process of compiling a post festival summary report which would be sent to the PC upon completion.

c. Master Plan

Following a discussion it was:

RESOLVED: That TMBC would be asked to clarify the following:

- Their response to the Master Plan
- The current situation with regarding to outstanding planning applications in respect of the Hop Farm.
- The number of complaints received, the Hop Farm events to which they relate and TMBCs response
- Future monitoring of Hop Farm events.

14. Finance

a. Bank Reconciliation as at 30.08.09

The information, which had been prepared by the Clerk & copied to members, was **APPROVED**. It was noted that as at 30.08.09 the balances held were; Current Account £460, Reserve Account £74,323 and Capital Account £14,560.

b. Nat West Bank

It was reported that credits totalling £3,280.58 representing backdated interest had been credit to the Parish Councils accounts and that the only matter outstanding was clarification of the interest rate that was to be applied to the Parish Councils accounts. It was noted that the Financial Services Ombudsman had been advised to this affect.

c. TMBC Financial Arrangements with Parish Councils 2010/11

It was reported that a letter had been received from TMBC outlining the 2010/2011 allocation. The following were noted:

- (i) Basic Allocation £2.52 per elector (2,553)
- (ii) Churchyards. £34.19 per sq metre, (Holy Trinity 7,787 Sq metres, St Michaels 5,600 sq metres)
- (iii) Footway Lighting £23.34 per streetlight (66)
- (iv) No grants would be made available towards special works grants other than for some exceptional cases

d. Waitrose Community Matters

It was reported that the East Peckham Playing Field Committee had been selected to be one of the Community Matters competitors in the August Waitrose Community Matters campaign and to receive a proportion of £1,000 as voted by customers of Waitrose. At the time of the meeting although the Clerk had contacted Waitrose to see how much would be received, the amount had not yet been made known but it was felt that voting had gone well.

e. 2009/10 TMBC Special Works Grant in respect of the Older Children's Play Equipment

It was reported that a grant of £6,625.75 had been received calculated as per the Parish Councils contribution towards the project which was £14,303. It was noted that the original grant of £7,500 had been based on the original project costs when it had been anticipated that the Parish Councils contribution would be £17,975. TMBC had advised that whilst £6,625.75 had been paid based on costs of £14,303 it would authorise an additional £874.25 if the Parish Council revised upwards its proportion of costs to a maximum of £17,975, i.e. an additional outlay of £3,672. It was noted that the PC costs of £14,303 had been calculated as follows:

| | |
|--------------------------------------|----------------|
| Balance of 2008/09 Sports Hall Grant | £3,180 |
| 2008/09 S136 Grant | £1,623 |
| TMBC Special Works Grant | £7,500 |
| 2009/10 S136 Grant | £2,000 |
| Total | £14,303 |

Following a discussion, it was:

RESOLVED: That although the shortfall to the Parish Council in respect of the project would be £874.25, i.e. the difference between the grant approved by TMBC and the maximum grant available the project had been completed under budget and therefore it made no financial or economic sense to spend an additional £3,672 in order to receive an additional grant of £874.25.

f. 2009/10 County Member Community Grant

It was reported that KCC had approved the application in respect of the Member Community Grant for the extension of the adult fitness park for the sum of £2,000. It was noted that the Clerk had accepted the terms and conditions of the grant which would be received by the Parish Council shortly.

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- g. **Financial Transactions:** The following transactions were **APPROVED**

Receipts

| | | |
|--------------|--------------------------------------|-------------------|
| 17.07.09 | (S111) Nat West Interest | £3,280.58 |
| 27.07.09 | (S111) Refund of VAT | £3,053.81 |
| 30.07.09 | (S111) Refund of bank charges | £5.00 |
| Aug/Sep 09 | (S26) Allotment Rents | £166.50 |
| 05.08.09 | (S19) EDF Refund (Sports Hall) | £1,008.00 |
| 07.08.09 | (S19) TMBC Special Works Grant 09/10 | £6,625.75 |
| 25.08.09 | (Sct 4) Arriva – Bus Shelter damage | £125.00 |
| Total | | £14,264.64 |

Automated payments

| | | |
|--------------|--|------------------|
| 25.06.09 | (S111) Bank charges | £10.00 |
| 06.07.09 | (S19) *EDF Energy Sports Hall Electric 2009/10 | £510.00 |
| 22.07.09 | (S19/S111) PWLB Repayment | £2,930.21 |
| 06.08.09 | (S19) *EDF Energy Sports Hall Electric 2009/10 | £340.00 |
| 24.08.09 | (S19) *British Gas Sports Hall Gas 2009/10 | £137.00 |
| Total | | £4,064.21 |

The following cheque payments are for approval (includes VAT where applicable)

| | | |
|--------------------------|---|----------------------------------|
| Mr M Edwards | (S101/136) S136 Grant to Salvation Army PC Approved | £500.00 Chq 2998 |
| KCC (KCS) | (S19)*Sports Hall Cleaning & Maintenance | £104.89 Chq 2999 |
| Mrs K Bell | (S111) Clerks Salary plus expenses Less Deductions | £1,101.34 Chq 3000/ 3001/3014 |
| Kent Grassland Services | (S19)*Playing Field Maintenance | £1,477.75 Chq 3002 |
| KALC | (S111) Publications | £11.15 Chq 3003 |
| Travis Perkins | (S19) *Sports Hall maintenance | £27.46 Chq 3004 |
| PFL | (S10) Streetlight maintenance | £293.25 Chq 3005 |
| South East Water | (S19) *2009/10 Water Rates: Sports Hall (S26) 09/10 Water Rates (Allotments) | £259.27 Chq 3006 |
| BBS Construction Ltd | (S101/136) S136 Grant to East Peckham Village Hall – PC approved | £4,054.90 Chq 3007 |
| KCC (KCS) | (S19)*Sports Hall Cleaning & Maintce | £43.25 Chq 3008 |
| Headland Garden Services | (S124/111/101) Village & Churchyard Maintenance | £426.25 Chq 3009 |
| Brookside Garden Centre | (S137) BVFG Competition Prizes 09 | £200.00 Chq 3010 |
| TMBC | (S137) 2009 Summer Playscheme | £973.83 Chq 3011 |
| BT | (S111) Parish Office telecoms | £149.21 Chq 3012 |
| Inland Revenue | (S111) Salary deductions June/Sept | £930.92 Chq 3013 |
| Mr P Hartley | (S137) Litter Warden Salary: Sept. 09 | £72.00 Chq 3015 |
| TOTAL | | £10,625.47 |

*Denotes charged to the Sports Hall PC Grant

15. Correspondence

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

- a. DisExtra: Issues 713 (13.07.09), 714 (27.07.09), 715 (10.08.09), 716 (24.08.09) & 717 (09.09.2009)

- b. Local Gov.co.uk: e bulletins dated: 16.07.09, 23.07.09, 28.07.09, 30.07.09, 06.08.09, 13.08.09, 14.08.09, 20.08.09, 21.08.09, 24.08.09, 26.08.09, 03.09.09, 07.09.09 & 10.09.09
- c. Government Computing Magazine (Sept. 09) – Passed to Cllr. Poole
- d. Kent Association of Local Councils
 - (i) Minutes of a meeting of the Area Committee held on 18 June 2009 (passed to Cllrs Crowley & Crawford)
 - (ii) Agenda in respect of the meeting of the Area Committee held on 17.09.09 (Passed to Cllrs. Crawford & Crowley)
 - (iii) Parish News (July & September 2009)
 - (iv) KALC Website: Updated resources advice
 - (v) Power of Wellbeing Training (Forwarded to members via email)
 - (vi) Devolved Powers: Request for Information
 - (vii) Finance Information Day: Details of event being held on 17 September 2009
- e. Product & Service Information:
 - (i) Littlethorpe (Bus Shelters)
 - (ii) Saltex (Play Equipment) – Passed to EPPFC
 - (iii) Moat Housing
 - (iv) Easifit (Flooring)
 - (v) Eibe (Play Equipment) – Passed to EPPFC
 - (vi) S & C Slatter Ltd (Play surfaces) – Passed to EPPFC
 - (vii) Hi Kent: Lip reading courses – passed to Website and Parish Magazine
 - (viii) Royal Mail: Temporary Redirection confirmation
 - (ix) Age Concern Malling: Wine & Wisdom Evening
 - (x) Salvation Army: Invitation to Hall Reopening Service held on 13 September 2009
 - (xi) Nat West: Banking Information
 - (xii) Kent Grassland Services
 - (xiii) Bore Place, Nr Edenbridge (Heritage Event, summer 2009)
 - (xiv) Timberline (Play Equipment)
 - (xv) Clamber Boulders (Play Equipment)
 - (xvi) Kompan (Play Equipment)
 - (xvii) Local Government News: Subscription Offer
 - (xviii) BT
 - (xix) Blachere: Festive Lighting
- f. KCC
 - (i) Trading Standards Alerts
 - (ii) UKTV Show information
 - (iii) Legal Services Procurement Law Seminar
 - (iv) Kent Volunteers Grant Information
 - (v) Kent Free Trees Scheme: Application submitted for village tree planting
 - (vi) Kent Families Survey Link: Questionnaire completed and returned online
 - (vii) Adult Education Centre: Service Information received
 - (viii) Inside Track (July 2009)

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- (ix) Coult Stream Footpath Repairs: Update received
 - (x) Kent Greeters Scheme
 - (xi) Community Safety Newsletter: June 2009
- g. CPRE: Fieldwork September 2009
- h. TMBC
- (i) 2009 Playscheme literature
 - (ii) 2009 Summer Activate literature
 - (iii) Register of Electors: Notice of Alterations August & September 2009
 - (iv) Spotlight: TMBCs Corporate Performance Plan 2009/10
 - (v) Temporary postal redirection confirmation
 - (vi) Stonecastle Farm: Liaison Group enquiry
 - (vii) Business Rates: Information
 - (viii) 2009 Remembrance Day: Notification of approval of road closure
 - (ix) 2009 Heritage Open Days
 - (x) Electoral Registration: Advanced promotional literature
- i. Medway Valley Countryside Partnership
- (i) River Medway Photo Competition (Passed to Library and placed on PC notice board)
 - (ii) Countryside Events 2009
- j. NALC
- (i) Leadership Academy (September 2009)
 - (ii) 2009 Awards for Local Councils
 - (iii) Local Council Review (Autumn 2009)
- k. SLCC
- (i) Clerks & Councils Direct (September 2009)
 - (iii) CPD & Regional Conference Programme 2009
 - (iv) The Clerk (September 2009)
 - (v) 2009 AGM Notice
- l. Kent fire & Rescue Service: Service Performance Plan 2009/109
(Information available from the website www.kent.fire-uk.org)
- m. Local Councils Update: August & September 2009
- n. Highways Agency: Planned roadwork's (June to August 2009)
- o. Rural Kent
- (i) Community Shops in Kent and How to Create One
 - (ii) Rural News (July 2009)
 - (iii) Parish Plan Drop In Sessions (September & October 2009)
 - (iv) Community Halls Conference (October 2009 at East Peckham Village Hall)
 - (v) Parish Plan: Extract from recent edition of Oast to Coast
 - (vi) Comic Relief Grant to Sports Projects (Passed to EPPFC via be held on 21 September 2009 (Passed to Cllr Street) email)
 - (vii)

- (viii) Smarden Parish Council: Elderly in the Community Model (Extract from Local Council Review)
- p. South East Regions: ESF Community Grant Information
- q. Shaw's: Forms, records and registers for local councils
- r. Community Safety Partnership
 - (i) Crime Prevention Events (September to December 2009)
 - (ii) Bulletin (August & September 2009)
 - (iii) Newsletter (Summer 2009)
 - (iv) Crime Prevention Panel: Agenda in respect of meeting to
- s. Try Angle Awards: Receipt and gratitude for Parish Councils £50 donation towards the 2009 awards
- t. East Peckham Scout Group: Notification of arrangements for 2009 Remembrance Parade
- u. Farming & Wildlife Advisory Group: Invitation to 40th Anniversary Party & Fundraising Evening

16. Matters for future Discussion

Signage at Crown Acres

Cllr. Crowley reported that a resident had thanked the PC for arranging for the new signs to be installed.

Medway Valley Walk

Cllr Poole suggested that either Community Payback or PROW be asked to clear the footpath.

Article in Here & Now

Cllr Poole drew attention to a recent article in TMBCs Here & Now attributed to Mr S Humphrey. Mr Humphrey would be asked to clarify the source of the information on which the article was based.

BT Scam

Cllr Poole drew attention to a BT Scam. It was noted that a KCC Trading Standards Alert had also been issued.

Hospitality

Cllr Poole suggested that if members were minded to accept hospitality if offered that it be accepted only for themselves and a guest.

KHS Funding

It was suggested that if funding was available for village projects that it might be used towards the following:

- Bollards on the grass verge near Travis Perkins in order to prevent and restrict HGVS from cutting the corners
- Replacement with bollards or repainting of the green posts on Old Road. As well as signs to discourage motorists from parking on the grass verges.

2010/11 Precept

Members were advised that the Clerk had started preparing the 2010/2011 Precept and that she would be including provisions towards future sports hall repairs and the 2012 Village Olympic/Jubilee fund. Members were asked to start thinking about projects that might require funding in 2010/11 so that it could be considered and estimates obtained well in advance of the budget being completed.

Use of Salvation Army Hall for Planning Meetings

It was suggested that the Salvation Army Hall could be used for future Planning meetings. It was agreed that the matter would be discussed at a future meeting.

17. **Urgent Items: Any other items with the Chairman decides are urgent due to special circumstances and of which notice has been given to the Clerk**
There were none
18. **Matters for consideration in Private: Exclusion of the press and public. Confidential minutes refer**

There being no additional business, the meeting concluded at 22.55 hours.