

**MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 20.25 HOURS ON MONDAY 16 FEBRUARY 2009**

**PRESENT:** Cllrs: R. Bearman, P. Crawford (Chairman), J. Crowley, A. Gardner, B. Gress, D. Ireland, Mrs. J. Macdonald, D. Poole, Mrs. P. Relf, T. Shead & P. Street

**ALSO PRESENT:** Mrs. K Bell (Clerk), TMBCs Dog Warden, Community Warden & 3 residents

**APOLOGIES:** There were no apologies

Cllr. Crawford opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllrs: Crowley, Gress & Ireland declared interests in item 8f.
2. **County Councillors Report**

Mr Long was welcomed the meeting, he drew attention to the following:

  - KCC would agree its 2009/10 budget on 17 February 2009; it was likely that the budgetary increase would be 2.44%. It was noted that KCC would be making savings of £39 million and that salary increases for 2009/10 would be limited to 1% plus PRP.
  - Efforts were continuing to improve the service delivered by KHS. It was noted that an additional £15 million would be spent on Kent's highways during 2009/10.
3. **KCC Community Warden**

Martin Sherwood was welcomed to the meeting; he reported that following its refurbishment, the library was due to re-open on 20 February 2009. The library would be officially re-opened on 20 March 2009.
4. **TMBCs Dog Warden**

The dog warden was welcomed to the meeting. She drew attention to the following:

  - The PNAT event, which would take place on 03.03.09. Members agreed that they would be supporting the event. It was noted that an assembly had been held recently with dog fouling as the topic and that the schoolchildren would be designing some posters advertising the event for which prizes would be awarded to the best ones.
  - Dog bags would be available free of charge from the library and an additional supply would be delivered to the village stores.
  - A FPN was due to be issued shortly.
5. **Parish Council Minutes**
  - a. **Minutes of the meeting held on 19 January 2009**

Following a discussion, it was  
**RESOLVED:** That the minutes of the meeting, which had been copied to members be approved and signed by the Chairman.
  - b. **Matters Arising**

**Minute 5, The Hop Farm – Music Festival**  
Attention was due to the following:

    - No information had been received from TMBC regarding the implementation of an action plan to oversee the event.

- A letter had been received from Kent Police outlining the reasons why they did not object to the licence application at the recent Appeal Hearing. Cllr. Crawford informed members that he had replied to the Police asking for details of their plans to control the event.

**Minute 6b, Comma Fund application for Older Children's Play Equipment**

It was reported that no new information had been received

**Minute 6b, Icy Footpaths near the Primary School**

It was reported that the school was prepared to salt/grit the path off Pound Road and the slope leading to the main entrance off Church Lane. However, owing to time constraints the Primary School would be unable to salt/grit the path leading from the Sports Hall car park. Members were satisfied with the response from the Primary School. The school would be asked to notify the PC when the current supply of salt/grit was running low and to inform parents not to use the path from the sports hall car park in icy conditions but to use an alternative route or to walk across the grass.

**Minute 6d, Bus Shelter**

It was reported that on 09 February 2009, an Arriva bus demolished the bus shelter in Old Road and that KHS had rapidly deployed a crew who had removed the debris and repaired the footpath. It was noted that the bus shelter would be replaced under insurance during April 2009 and that the PCs insurers would be reclaiming the costs from Arriva. Cllr. Bearman informed members that the PCs CCTV cameras had recorded the incident.

**c. Village CCTV**

(i) **Update:** There was no new information to report

(ii) **Maintenance Contract**

It was reported that details of a maintenance contract had been received from the PCs supplier, Secure Engineering. Following a discussion it was:

**RESOLVED:** That in order for the PC to make informed decision details would be obtained from other suppliers. Following receipt, the PC would consider all potential contracts.

**d. Community Payback**

Attention was drawn to the following:

- The Community Pay Back crew were in the village each Thursday and each Sunday at the Sports Hall.
- As the PC was required to provide sufficient work for 6-8 people, members were asked to forward on an ongoing basis details of any litter or maintenance work to the Clerk so that she could incorporate all work in a weekly schedule. Various suggestions for future work were put forward.
- With regard to the disposal of the collected refuse. Members were informed that TMBC would be delivering three large wheelie bins, which would be emptied every four weeks at no charge to the PC.

**e. Streetlight Maintenance**

It was reported that EDF Energy had confirmed that the PCs lighting stock would be maintained and in working order as at 31 March 2009. The PC would receive quotations for the repairs to any lights, which were out of order at that date. The lights would be checked prior to the termination of the contract.

f. **Annual Parish Meeting**

Following a discussion, the following were confirmed:

**Guest Speakers** Mr P Beddoes, TMBC Chief Environmental Health Officer.  
Martin Sherwood Community Warden  
TMBCs Dog Warden

**Room Layout** Informal arrangement. It was noted that the sound system would not be required.

**Refreshments** The Boys Brigade would be asked to provide volunteers to make teas and coffees.

**2009 Billy Can Awards**

It was reported that this year's recipients would be Mrs V Corke the warden of Marvillion Court and Mr S Grainger who started and still worked with the East Peckham Junior Football Team. It was noted that either Mrs Joan Boyle or Mr David Boyle would be attending the meeting to present the awards.

g. **2009 Annual Report**

Members were advised that in order to meet TMBC print deadlines it was important that all contributions for the Annual Report were forwarded to the Clerk by 20 February 2009...

h. **Meeting Dates (April 2009)**

Following a discussion, it was

**RESOLVED:** That the meeting dates would be amended as follows:  
Annual Parish Meeting would be held on 30.03.09  
Planning Committee would be held on 06.04.09 & 20.04.09  
Parish Council would meet on 20.04.09

i. **War Memorial Renovations**

It was reported that additional information had been received from Burlite (War Memorial Restoration) Ltd confirming that having re-examined the memorial, they remained of the opinion that the fixing of bronze plaques would be the best course of action. The information had been forwarded to the Diocese who would now hopefully accept the expert's recommendations. The matter would be raised at the next meeting of Holy Trinity PCC.

6. **Finance Committee: Minutes of the meeting held on 12 January 09**

Following a discussion, it was:

**RESOLVED:** That the minutes of the meeting, which had been copied to members be approved and signed by the Chairman. It was further **RESOLVED** that the PCs precept for 2009/10 be confirmed as £71,542.

7. **Planning Committee: Minutes of the meetings held on 19 January 2009 and 02 February 2009**

**RESOLVED:** That the minutes which had been copied to members be **RECEIVED, NOTED & APPROVED**

8. **Groups & Organisations**

Reports were received as follows

a. **Community & Police Working Group:** The next meeting would be held during March 2009.

- b. **Tonbridge & Malling Crime Prevention Partnership:** The next meeting would be held on 23 February 2009.
- c. **Parish Plan:** Good progress was being made.
- d. **Youth Panel:** There was no report
- e. **East Peckham Primary School:** A Governors meeting would be held during week commencing 23 February 2009.

f. **East Peckham Playing Fields Company**

(i) **2008/09 PC Grant: Information as at 31.01.09**

The information, which had been prepared by the Clerk and copied to members, was **APPROVED**. It was noted that the position was:

2008/09 Grant	£11,330
Less Expenditure	£7,206
Less adjustment in lieu of rent	£1
<b>Balance of 08/09 grant</b>	<b>£4,123</b>

(ii) **Report from representative from the EPPFC  
Financial statement as at 31.01.09**

A statement of the accounts for 08/09 was provided, summarised as:

Balance at 31.03.08	Credit Account	£9,850
	Deposit Account	£20,066
2008/09 Income		£12,973
2008/09 Expenditure		£9,780
Deposit Account Interest		£376
Balance	Credit Account	£13,043
	Deposit Account	£20,442

(iii) **Playing Field Footpath: Overhanging trees and trip hazard**

It was reported that the overhanging trees had been dealt with and that the trip hazard caused by a protruding tree root would probably be dealt with by tarmac over the affected area.

(iv) **Other Matters**

Attention was drawn to the following:

- The interior decorating was progressing well. It was noted that the materials had been provided by the EPPFC whilst Community Payback was providing the labour. It was noted that the Community Payback crew would be moving onto external decoration works when the Sports Hall had been completed.
- It remained hopeful that funding would be obtained for three new pieces of junior play equipment. Subject to funding being confirmed, the primary school children and their parents would be asked to choose three items of play equipment from a selection of six.
- It was hoped that fitness equipment would be installed in the fenced off area at the entrance of the Sports Hall.
- Starting on 03 March 2009, Age Concern Malling would be holding 'Poppin Clubs' at the Sports Hall each Tuesday. The club was aimed at the over 60-age group and would consist of light exercises followed by a healthy lunch.

9. **Tonbridge & Malling Borough Council**
- a. **Public Nuisance Action Team**  
Members were reminded that TMBCs PNAT would be carrying out a dog fouling/enforcement day in East Peckham on 03 March 09 between 7.00 a.m. – 10.00 a.m. As well as officers from TMBC, participants would include the Community Warden. Throughout the duration of the event, teas, coffees and toilet facilities would be available at the Sports Hall.  
**RESOLVED:** That members would also participate in the event.
- b. **Heritage Open Days 2009**  
It was reported that TMBC would be participating again in the Heritage Open Days during the weekend of 12<sup>th</sup> & 13<sup>th</sup> September 2009 and that the PC had been invited to nominate potential participating venues. Following a discussion, it was:  
**RESOLVED:** That St Michaels would be nominated.
- c. **Dog Control Orders**  
It was reported that TMBC proposed to introduce new Dog Control Orders on land within its ownership utilising powers under the 2005 Clean Neighbourhoods and Environment Act 2005. Under the Act a range of new Orders could be considered by local authorities covering the following issues:
- Requiring the removal of dog faeces
  - Requiring that dogs be kept on leads
  - Requiring the person in charge of a dog to put and keep a dog on a lead when directed to do so by an authorised officer
  - Excluding dogs from land
  - Specifying the maximum number of dogs that a person could take onto land
- It was noted that TMBC was aware that some PCs had already taken steps to introduce Orders and had suggested that it might be advantageous for the PC to be aware of TMBCs proposals should the PC be in a position to take it into consideration it might achieve a more co-ordinated approach across the borough. Following a discussion, it was:  
**RESOLVED:** That the information be noted.
10. **Communities & Local Government: Communities in Control – Real People, real power; Code of Recommended practice on local authority publicity: A Consultation**  
Following a discussion, it was:  
**RESOLVED:** That the document having been circulated to members be received and noted with interest, it would, however, not be necessary to comment.
11. **Medway Valley Countryside Partnership - Riverside Communities Project**  
Attention was drawn to the following:
- The interpretation board had been installed
  - MVCP had advised that the waymarker should be installed shortly.
12. **Finance**
- a. **Bank Reconciliation as at 31.01.09**  
The information, which had been prepared by the Clerk & copied to members, was **APPROVED**. It was noted that as at 28.11.08 the balances held were; Current Account £250, Reserve Account £70,941 and Capital Account £13,812.
- b. **Budgetary Control as at 31.12.08: Variance Statement**  
The information, which had been prepared by the Clerk & copied to members, was **APPROVED**.

c. **2009/10 TMBC Funding to Parish Councils**

(i) **To consider allocation of S136 funding to Village Halls and Open Spaces**

Following a discussion, it was:

**RESOLVED:** That village halls and organisations would be invited to apply for funding. It was noted that the sum available for 2009/10 was £6,526.

(ii) **To receive grant information**

It was reported that T & M Borough Councillors were due to meet on 19 February 2009 in order to formally confirm the grant of £7,500 in respect of Older Children's Play Equipment

d. **2008/09 Donations**

It was reported that the 2008/09 free resource budget for 2008/09 was set at £4,000, £2,000 of which had been earmarked towards the renovation of the village war memorial reducing the 2008/09 budget available to £2,000. It was noted that as at 16.02.09, the following payments had been made:

Try Angle Award	£50.00
BTCV (Tree and pond warden schemes)	£50.00
Kent Men of the Trees	£25.00
Royal British Legion	£90.00
Tonbridge Crime Prevention Panel	£50.00
Best Village Front Garden Expenses	£300.00
Summer 08 playscheme	£931.89
Bash the Trash Expenses	£20.00
<b>Total Free Resource expenditure to date</b>	<b>£1,516.89</b>
<b>Budget remaining to allocate</b>	<b>£483.11</b>

It was further noted that:

- As at 16 February 2009, requests for financial assistance/donations had been received from the East Peckham Boys Brigade, Victim Support, Tonbridge Volunteer Bureau, Vitalise, Samaritans, Age Concern Malling, Citizens Advice Bureau, West Kent Mediation and the Kenward Trust.
- The following donations were made during 2007/08:

Try Angle Award	£50.00
BTCV	£50.00
Royal British Legion	£80.00
Tonbridge volunteer Centre	£100.00
Hospice in the Weald	£100.00
Age Concern Malling	£100.00
Kent Air Ambulance Trust	£100.00

Following a discussion, it was proposed by Cllr. Crawford, seconded by Cllr. Gardner and **RESOLVED** that the following donations would be made:

East Peckham Boys Brigade	£250.00
Samaritans	£50.00
CAB	£50.00
Kenward Trust	£50.00
Age Concern Malling	£50.00

e. **Nat West Banking Arrangements**

It was reported that a further apology had been received from Nat West but that the backdated interest remained unpaid. The Clerk informed members that she had submitted a complaint to the Financial Services Ombudsman.

f. **Financial Transactions:** The following transactions were **APPROVED**

**Receipts**

13.01.09	(S10) BT – Wayleave	£8.82
16.01.09	(S4) TMBC – Bus Shelter Grant	£1,505.00
16.01.09	(S111/144/142) TMBC – Christmas Lights Grant	£560.00
16.01.09	(S111) Customs & Excise – Refund of VAT	£1,311.63
20.01.09	(S111/142) Centenary Book Sales	£10.00
<b>TOTAL</b>		<b>£3,395.45</b>

**Automated payments**

02.01.09	(S111) Emergency Planning Society – Subscription	£110.00
07.01.09	(S19) *EDF Energy Sports Hall Electric 08/09	£11.00
22.01.09	(S19) *British Gas Sports Hall Gas Supply 2008/09	£75.00
23.01.09	(S19) PWLB – Loan repayment	£2,930.21
<b>Total</b>		<b>£3,126.21</b>

**The following payments are to be approved (includes VAT where applicable)**

Mrs K Bell	(S112) Clerks Salary January 09	£1,022.44	Chq 2906/2908
	Plus expenses less deductions		2908
Mr P Crawford	Members expenses	£12.91	Chq 2907
Travis Perkins	(S19) *Sports Hall maintenance	£11.49	Chq 2909
KCC (KCS)	(S19) *Sports Hall maintenance	£42.21	Chq 2910
EDF Energy	(S10) Streetlight maintenance	£565.84	Chq 2911
Sweepclean (Kent) Ltd	(S137) Litter Clear – January 09	£86.25	Chq 2913
<b>TOTAL</b>		<b>£2,587.87</b>	

\*Denotes charged to the Sports Hall PC Grant for 2008/09

It was **RESOLVED** that the following payment would not be paid on the grounds that the invoice had been challenged:

EDF Energy	Christmas lighting energy	£846.73
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13. **Correspondence**

It was reported that the following items **HAD BEEN RECEIVED:**

- a. DisExtra: Issue 701 dated 26.01.09
- b. Local Gov.co.uk: e bulletins dated 27.01.09 & 29.01.09
- c. KCC:
  - TS Alerts (Forwarded to members via email)
  - Parish Website Training
  - Kent Health Watch
- d. Farming & Wildlife Advisory Group: Ferret Racing event being held on 12.02.09 – Passed to Cllr. Shead
- e. Local Councils Update: January/February 09
- f. Action with Communities in Rural Kent
  - Kent Calor Village of the Year Competition 2009: Application Pack
  - Climate Change: Details of event being held on 14.03.09
  - Parish Plans and Small Projects Grants for East Kent: Grant Information
  - Oast to Coast (Winter 2008)
  - Affordable Rural Housing
  - SE Region: ESF Community Grants

- g. Kent Association of Local Councils
  - Minutes of a meeting of the Area Committee held on 11.12.08
  - Younger Parish Councillors Forum (18 – 21 years): Details of new initiative
- h. Product & Service Information:
  - Sentry: Landscape & Environment Contractor
  - Direct Technical Services: Streetlight Maintenance
  - Timberline: Play Equipment
  - SMP: Play Equipment
  - Complete Landscapes: Landscaping
  - Blachere: Festive Lighting
  - The Courier
- i. TMBC
  - Electoral Register: Latest Amendments
  - The Standards Committee: Minutes of meeting held on 02.07.08 and agenda in respect of meeting held on 28.01.09
- j. Government Computing Magazine (February 09): Passed to Cllr Poole
- k. Environment Agency: River Basin Bulletin (January 2009)
- l. Allianz: Revised insurance documentation
- m. The Standards Board for England: Research Papers (Completed & returned by the Clerk & Cllr. Gardner as per random selection criteria)
- n. SLCC: Agenda in respect of branch meeting held on 10.02.09

**14. Matters for future Discussion**

Cllr. Crawford, drew attention to the following:

- He thanked Mrs Relf who announced her resignation effective from 16.02.09 after the meeting agenda had been prepared for her contribution to the PC.
- A pamphlet which had been produced by SE Water titled 'Planning Future Water Supplies, Stakeholder Update (February 2009)

**15. Parishioners Question Time**

**a. Correspondence from and to Residents**

Attention was drawn to the following

- A letter had been sent to Mrs Baker of Drage Road congratulating her on winning a Russett homes Good Neighbour competition.
- A letter had been sent to Mr & Mrs Quinton advising them that Smithers Lane had been assessed by County wide Improvements for resurfacing during 2010/11 and that in the meantime KHS would monitor and maintain the highway.
- An email had been received from a resident concerned with the condition of the Coult's Stream Footpath. The matter had been referred to KCC PROW. KCC PROW had been asked whether they would like the Community Pay Back Crew to undertake some of the work.
- A letter of condolence had been sent to former Parish Councillor Mrs M Sorfleet following the death of her husband.

**b. Parishioners Questions**

A parishioner advised members that he was corresponding with Sir J Stanley MP regarding his dissatisfaction with the way in which the conditions imposed on the Hop Farm would in his opinion be monitored.

**16. Date of Next Meeting: 16 March 2009**

There being no additional business, the meeting concluded at 22.15 hours.