

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 19.45 HOURS ON MONDAY 16 MARCH 2009

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

ALSO PRESENT: Mrs. K Bell (Clerk), County Councillor R. Long, L Baseden (Dog Warden), M. Sherwood (Community Warden) & Mr. A Sales

APOLOGIES: There were none
Cllr. Crawford opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllrs: Crowley, Gress & Ireland declared interests in items 7f and 9b (i) & (ii).

2. **County Councillors Report**

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

- KCC had put an additional £35million into the 2009/10 budget for road repairs.
- Liaison difficulties between some parish councils and KHS. It was possible that the liaison difficulties would cease when KHS made available the portal system to parish councils.

3. **Police Representatives**

PC Vince Mott was welcomed to the meeting; he drew attention to the following:

- Kent Police were obliged to withdraw their objection to the Licence application when the Hop Farm agreed to accept the conditions put forward by the Police. As the Hop Farm were able to convince the police that they could address all concerns, the police no longer had any grounds on which to base an objection.
- He had attended a meeting with The Hop Farm where it was confirmed The Hop Farm had revised its plans for the July 2009 Music Festival. Whilst a music event would still be held, it would not be on the scale of that which had been subject to a controversial application. It was noted that live music would only be on two days, the maximum capacity audience would be 30,000 and the maximum number of campers would be 10,000. It was understood that the plans had been revised because The Hop Farm had been unable to book sufficient artists to appear at a 53,000 capacity music festival. It was noted that the Hop Farm had indicated that the smaller scale music festival would operate subject to the conditions, which had been imposed by the magistrates in January 2009 for the much larger event even though the event now planned could be held under the existing licence.

4. **Community Warden**

M Sherwood was welcomed to the meeting; he drew attention to the following:

- The theft of garden ornaments from a property in Hop Bine Close. It was noted that the victim was reluctant to report the theft to the police and it was believed that the theft formed part of neighbour dispute.
- With effect from mid April 2009, the new Community Warden, Ms S McKay would be working alongside M Sherwood.

5. **Parish Council Minutes**

a. **Minutes of the meeting held on 16 February 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

It was reported that a letter had been received from Sir J Stanley MP in which he had enclosed a copy of a letter, which had been sent to him by Kent Police (the PC had already received a copy of that letter). Sir John advised that he would write again when he had received a reply to his letter from the SoS for Justice.

Minute 5b, Comma Fund application for Older Children's Play Equipment

It was reported that a response had been received from COMMA in which details had been provided on why the funding application had not been successful.

Minute 12e, Nat West Banking Arrangements

It was reported that no new information had been received from Nat West. However, the Financial Services Ombudsman had acknowledged receipt of the PCs complaint and confirmed that an adjudicator would be looking into the issues raised.

Minute 5b, Icy Footpaths near the Primary School:

No response had been received from the Primary School.

Minute 5b, Bus Shelter

It was reported that the new bus shelter would be installed during April 2009 and that the contractor would be using the existing bench. It was noted that the shelter would be installed slightly to the right of the existing installation site.

Minute 12f, Christmas Lights Energy

It was reported that an amended invoice had been received for the sum of £10.46. As an earlier invoice for a higher amount had been paid a refund had been requested. The Clerk informed members that on the basis of the response from EDF it was clear that the PC had been overcharged for the 2007 Christmas Lights and a similar account recalculation and refund had been requested.

c. Village CCTV

- (i) **Update:** Cllr. Poole reported that the system was working well.
- (ii) **Maintenance Contract:** In accordance with the PCs Standing Orders, several quotations would be obtained and made available for member's perusal and consideration at a future meeting.

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.
- 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.
- On 12.03.09, the group concentrated on the Church Lane area.
- On 19.03.09, the group would be asked to complete the work they had started in Church Lane and to focus on Bush Road, Pinkham Lane, the approach to East Peckham from Hadlow and the land over the bypass footbridge.

- e. **Annual Parish Meeting**
Following a discussion, the following were confirmed:
- | | |
|---------------------------|---|
| Guest Speakers | Mr P Beddoes (TMBCs Chief Environmental Health Officer), Ms L Baseden (TMBCs Dog Warden) & M Sherwood (Community Warden) |
| Room Layout | Informal arrangement. The sound system would not be required. |
| Refreshments | The Boys Brigade would be asked to provide youths to make teas and coffees. |
| 2009 Annual Report | Members were advised that the reports were ready for collection and distribution. The Clerk was thanked for preparing this years report, members were thanked for their individual contributions. |
- f. **Kent 2009 village of the Year Competition**
It was reported that the 2009 entry had been submitted.
- g. **Parish Council Vacancy**
It was reported that as no election had been requested for the vacancy within the statutory period the PC could now fill the vacancy by co-option.
- h. **Emergency Planning: East Peckham Self Help Plan**
It was reported that Cllrs. P Crawford, J Macdonald and D Poole and the Clerk had met with Rebecca Blackburn from KCCs Emergency Planning Team in order to discuss the possibility of producing an East Peckham Self Help Plan. Members were advised that it could be a breakthrough in that KCC appeared to be supporting community self help plans but that further information was required in order to substantiate the promises made. Following a discussion it was:
RESOLVED: That the matter would progress and receive further consideration when additional information was received.
- i. **Invitation to the Launch of the newly refurbished East Peckham Library**
It was reported that launch event to celebrate the reopening of the library would be held on March 21 from 10.00 a.m. to 1.00 p.m. It was noted that the opening ceremony would take place at 10.00 a.m. followed by some activities for children which would include face painting, the chance to make a posy of flowers for mothers day and a story session by The Little Bridge Theatre Company.
- j. **Risk Assessment**
The information, which had been prepared by the Clerk and copied to members, was **APPROVED.**
6. **Planning Committee: Minutes of the meetings held on 16 February 09 & 02 March 09**
RESOLVED: That the minutes which had been copied to members be **RECEIVED, NOTED & APPROVED**
7. **Groups & Organisations**
Reports were received as follows
- a. **Community & Police Working Group**
It was reported that the next meeting would be held on 02 April 09.

b. Tonbridge & Malling Crime Prevention Partnership

Cllr Street reported and drew attention to the following:

- He had attended a meeting on 23 February 2009 where there had been a presentation by the national charity Crimestoppers.
- Arrangements were being made for the Crime Reduction Roadshow to have a stand at the 2009 Holy Trinity Church Fete.

c. Parish Plan

Cllr. Street reported and drew attention to the following:

- Progress was being made.
- He was waiting for individual contributions.
- Village projects for which funding was sought could receive more favourable consideration if they had been identified in the Parish Plan.

d. Youth Panel

Cllr. Mrs Macdonald reported that she had been invited to attend the next meeting of the Tonbridge & Malling Youth Advisory Group on 31 March 2009 but was unable to attend.

e. East Peckham Primary School

Cllr. Mrs Macdonald advised members that there was nothing specific to report apart from that the Primary School was preparing for its next OFSTED inspection.

f. East Peckham Playing Fields Committee

(i) 2008/09 PC Grant: Information as at 28.02.09

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 | £7,338 |
| Less adjustment in lieu of rent | £1 |
| Balance of 08/09 grant | £3,991 |

**(ii) Report from representative from the EPPFC
Financial statement as at 28.02.09**

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 | | £14,200 |
| 2008/09 Expenditure | | £10,569 |
| Deposit Account Interest | | £376 |
| Balance | Credit Account | £13,481 |
| | Deposit Account | £20,442 |

(iv) Other Matters

Attention was drawn to the following:

- The decoration of the Sports Hall was going well. When the work had been finished on the Sports Hall the Community Payback crew would be working on the entrance hall, changing rooms and finally the external areas.
- A tentative order had been placed with Wicksteed Leisure for the Older Children's Play Equipment. Subject to funding being available the order would be confirmed and the EPPFC were hopeful that the equipment would be installed during April 2009.

- Plans were still in place for adult fitness equipment to be installed at the entrance of the Sports Hall at a cost of approximately £7,000.
- The Rainbow Pre-School had requested the EPPFC to purchase the fence, which was installed by them some time ago. The matter would be discussed at the next meeting of the EPPFC.
- The start up of the Age Concern Poppin Club had been delayed. The Poppin Club would now start up after Easter and would be held on a Thursday.

8. Tonbridge & Malling Borough Council

a. Public Nuisance Action Team – Dog Fouling Awareness Day 03 March 09

Members were informed that Cllrs. Gress, Crowley, Crawford, Poole and Gardner and the Clerk in various capacities had represented the PC. Also involved were M Sherwood (Community Warden), T Ritchie (TMBCV) & L Baseden (TMBCs Dog Warden). Attention was drawn to the following:

- The event was very successful and has had a positive impact on the village with many residents pleased to see that something proactive and positive was being done to combat dog fouling in the village
- Over 100 bags of dog mess was bagged on the day
- One dog was micro chipped
- Two fixed penalty notices were issued.
- It was hoped that another event would be held in a few months time.
- A letter of thanks and appreciation had been sent to TMBC for organising the event.

b. Parish Partnership Panel meeting held on 26 February 2009

Cllr. Crawford reported that he had attended the meeting. Attention was drawn to the following items, which were discussed at the meeting:

- Community Resilience Plans
- Police Liaison
- Planning Enforcement
- Managing Development and the Environment Development Plan
- Rural Touring Programmes
- Choice Based Lettings
- Kent Village of the Year Competition 2009
- Kent County Council Services Update

9. Finance

a. Bank Reconciliation as at 28.02.09

The information, which had been prepared by the Clerk & copied to members, was **APPROVED**. It was noted that as at 28.02.09 the balances held were; Current Account £250, Reserve Account £68,655 and Capital Account £13,812.

b. 2009/10 TMBC Funding to Parish Councils

(i) Allocation of S136 funding to Village Halls and Open Spaces

It was reported that village halls and organisations had been invited to apply for funding and that the following applications had been received:

| | |
|-------------------------------|--|
| East Peckham Methodist Church | Funding towards repairs to the toilets in the Old Hall |
| | Project Costs £2,635 |

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| | |
|-----------------------------|--|
| East Peckham Village Hall | Funding towards the renewal of the village hall roof Project Costs £20,000 |
| East Peckham Scout Group | Funding towards the provision of a wheelchair access to the ladies toilets at the scout hut, and external lighting Project Costs £849 |
| East Peckham Salvation Army | Funding towards storage facilities. Project Costs £3,553 |
| EPPFC | Funding towards older children's play equipment Project Costs £17,975 Note: (£7,500 to be met from a TMBC Special Works Grant & £1,623 to be met from an earmarked 2008/09 PC S136 grant). |

It was noted that the sum available was £6,526. Following a discussion, it was proposed by Cllr. Gardner, seconded by Cllr. Poole and **RESOLVED** that the fund would be allocated as follows:

| | |
|--------|---------------------------|
| £3,526 | East Peckham Village Hall |
| £2,000 | EPPFC |
| £500 | East Peckham Scout Group |
| £500 | Salvation Army |

It was further **RESOLVED** that the unspent 2008/09 Sports Hall Grant would be earmarked at year end towards the provision of playing field equipment.

(ii) TMBC Grants to Parish Councils

It was reported that TMBC had formally confirmed the grant of £7,500 in respect of Older Children's Play Equipment.

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

Receipts: No receipts were received in the period 16.02.09 – 16.03.2009

Automated payments

| | | |
|--------------|---|---------------|
| 05.02.09 | *EDF Energy Sports Hall Electric Supply 08/09 | £11.00 |
| 23.02.09 | *British Gas Sports Hall Gas Supply 08/09 | £75.00 |
| Total | | £86.00 |

The following payments were approved (includes VAT where applicable)

| | | |
|---------------------|---|-----------------------------|
| Mrs K Bell | Clerks Salary February 09 plus expenses | |
| | Less deductions | £1,072.74 Chq 2914/ 2919 |
| Age Concern Malling | 08/09 Donation(approved 16.02.09) | £50.00 Chq 2915 |
| Samaritans | 08/09 Donation(approved 16.02.09) | £50.00 Chq 2916 |
| CAB | 08/09 Donation(approved 16.02.09) | £50.00 Chq 2917 |
| Kenward Trust | 08/09 Donation(approved 16.02.09) | £50.00 Chq 2918 |
| Inland Revenue | Salary Deductions Jan – March 09 | £984.88 Chq 2920 |
| KCC (KCS) | Office Stationery | £15.70 Chq 2921 |
| EDF Energy | Streetlight maintenance | £343.30 Chq 2922 |

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| | | |
|-------------------------|--|--------------------|
| Sweepclean (Kent) Ltd | Litter Clear – February 09 | £86.25 Chq 2923 |
| South East Water | *Playing Fields £148.95 | |
| | Allotments £23.63 | £172.58 Chq 2924 |
| Kent Grassland Services | *Playing Field Maintenance | £138.00 Chq 2925 |
| BT | Parish Office telecommunications | £149.85 Chq 2926 |
| Denbuild Ltd | S136 Grant to Holy Trinity Part (approved 19.01.09) | £1,132.75 Chq 2927 |
| TOTAL | | £4,296.05 |

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

10. Correspondence

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

- a. DisExtra: Issues 702 dated 09.02.09, 703 dated 23.02.09 & 704 dated 09.03.09
- b. Local Gov.co.uk: e bulletins dated 05.02.09, 12.02.09, 19.02.09, 27.02.09, 05.03.09 & 06.03.09
- c. KCC
 - TS Alerts (Forwarded to members via email)
 - Inside Track (Fundraising News): Issues dated 05.02.09 & 20.02.09
 - East Peckham Library: Details of re-launch open day being held on 21.03.09
 - Youth Advisory Group: Invitation to attend next meeting of the T & M Advisory Group on 31 March 2009 (Passed to Cllr. Mrs Macdonald)
- d. Action with Communities in Rural Kent
 - Rural Community Retailer of the Year Competition 2009: Application Pack
 - Climate Change: Reminder in respect of event held on 14.03.09
- e. Kent Association of Local Councils
 - Parish News (January 2009) – copied to members
 - Planning Information Day: Details of event being held on 28.03.09 (information emailed to members)
 - Four Counties forum – Legal & Finance Update: Details of event being held on 24.03.09 (Information emailed to members)
- f. Product & Service Information:
 - Associated Surfaces & Materials: Play Surfaces (Passed to EPPFC)
 - Lumalite: Festive Decorations
 - Park Leisure Ltd: Play Equipment (Passed to EPPFC)
 - Rowlandscapes: Professional Garden Services
 - Total Property: Domestic & Commercial Property Refurbishment, Repair & Maintenance
 - Gym-Fix Team Services Ltd: Play & Sport Equipment (Passed to EPPFC)
- g. TMBC
 - Easter Activate Programme 2009: Two copies received
 - Leisure & Arts Strategy 2008 – 2013
 - Electoral Register: Latest Amendments
 - Minutes of Council, Cabinet & Committee Meetings 2009 (09 December 08 – 10 February 09)
 - Choice Based Lettings: Information noted
 - Amendments to Refuse & Recycling Arrangements

- h. Government Computing Magazine (March 09): Passed to Cllr Poole
- i. The Standards Board for England: Town & Parish Standard (Issue 4, February 2009)
- j. SLCC
 - The Clerk (March 2009)
 - Kent Branch Newsletter (February 2009)
 - Continual Professional Development Courses 2009
 - Large Councils Conference 2009: Information Received
- k. 2009 Try Angle Awards: Information & Nomination Forms
- l. Tonbridge & Malling Community Safety Partnership Newsletter Spring 2009 (Passed to Cllrs. Gardner & Street)
- m. SE Water: Planning Future Water Supplies: Stakeholder Update (February 2009)
- n. Hospice in the Weald
 - Open Gardens 2009
 - News (Spring 2009)
- o. Local Council Review (March 2009)
- p. CPRE
 - Viewpoint Kent (Spring 2009)
 - Tonbridge & Malling Spring Event: To be held at Pym Hall, Hadlow College on 04 April 09
 - Kent Diary 2009
- q. Clerks & Councils Direct (March 09)
- r. British Bankers Association: A Statement of Principles (Information bulletin)
- s. HM Revenues & Customs
 - Employer Bulletin (February 2009)
 - 2008/09 End of Year Information

11. Matters for future Discussion

Attention was drawn to the following:

- Dilapidated school fence alongside Church Lane
It was agreed that if the School were prepared to pay for the materials, the work would be passed to the Community Payback team.
- Tree growing on the allotments
It was agreed that an approach would be made to the allotment holder kindly asking him to remove the tree.
- Request for Lighting in Church
The Clerk informed members that an update would be made available at the next meeting of the Planning Committee
- Vandalised BT Telephone Kiosk
It was agreed that the matter would be referred to BT

- **Litter Clearing**
It was reported that the Mr Lloyd the volunteer litter picker had requested some additional refuse sacks. It was agreed that they would be sent to Mr Lloyd.
- **Lindy Hop Event**
It was agreed that whilst the event would not be advertised on the PCs website, a poster advertising the event could be displayed on the village notice board.

12. Parishioners Question Time

a. Correspondence from and to Residents

Attention was drawn to the following

- A resident advised that a streetlighting outside 45 Old Road was faulty. The matter had been referred to EDF Energy.
- Rainbow Pre-School had written a letter asking if the PC wished to purchase the fence outside the Sports Hall, which was erected by the Pre-School. A letter had been sent to the Pre-School advising them to contact the EPPFC.

b. Parishioners Questions

A resident drew attention to the overgrown land adjacent to the Somerfield Site and the poor visibility on exiting the site. The matter would be referred to KHS.

13. Date of Next Meeting: 20 April 2009

There being no additional business, the meeting concluded at 21.55 hours.