

**MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 19.30 HOURS ON MONDAY 19 JANUARY 2009**

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

**ALSO PRESENT:** Mrs. K Bell (Clerk), County Councillor R. Long, 3 residents, PC A. Sergeant & Community Warden M. Sherwood

**APOLOGIES:** Cllr. Crowley & Shead  
Cllr. Crawford opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllrs Gress & Ireland declared interests in items 9f and 14.

2. **County Councillors Report**

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

- The 2009/10 KCC budget would be agreed shortly. Attempts would be made to limit the increase to 3%.
- Parish Liaison with KHS. Mr long was informed that the quality of service had declined following organisations changes and that it appeared that nothing significant had been done in the village since November 08. Attention was drawn to specific problems in Smithers Lane and Westwood Road, which Mr Long agreed to take up directly with KHS.

3. **Policing**

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

- Anti Social behaviour incidents were low.
- Whilst the library was undergoing its refit, his weekly surgery would be held in Marvilion Court on a Tuesday afternoon.
- Crime figures were low.
- Ongoing work was continuing to combat drug use by teenagers.

4. **KCC Community Warden**

Martin Sherwood was welcomed to the meeting. Mr Sherwood advised members that KCC were currently recruiting for a Community Warden to cover East Peckham and on 21 January 2009 would be holding an Open Morning for Shortlisted Recruits.

The Clerk confirmed that a representative from the PC has been invited to attend the Open Meeting and felt that it would be a useful opportunity to meet some of the candidates and to hear presentations on the role of a warden. It was noted that interviews would take place during the first week of February and successful candidates would start training on 23 March 2009. Cllr. Street confirmed that he would be attending the Open Morning.

5. **The Hop Farm: Appeal against decision of TMBCs Licencing Panel to grant a new premises licence**

Cllr. Crawford reported and drew attention to the following

- He had attended a pre meeting with TMBC and had met TMBCs Barrister and signed a witness statement. TMBC would be calling both technical and lay witnesses who were Cllr. Crawford, Borough Councillor H. Rogers, Baroness Emmerton, and the Chairmen of Hadlow and Yalding Parish Councils.
- The Appeal Hearing would be heard by three magistrates between 20.01.09 – 22.01.09
- The Hop Farm had appointed a barrister to represent them.

6. **Parish Council  
Minutes**

a. **Minutes of the meeting held on 15 December 2008**

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 3b, Nat West Bank, Minute 3b, East Peckham War Memorial & Minute 7k, Comma Fund application for Older Children's Play Equipment**

It was reported that no new information had been received in respect of these items

**Minute 9f(ii), Icy Footpaths near the Primary School**

It was reported that no response had been received from the school.

**Minute 10, Medway Valley Countryside Partnership: Riverside Walks Project**

It was reported that the interpretation board would be installed within 2 – 3 weeks.

**Minute 12c(11), 2009/10 Footway Lighting Maintenance**

It was reported that PFL Electrical Ltd had accepted the work for 2009/10

c. **Village CCTV**

Cllr Poole to reported that the system was working well and that work was in progress with regard to the operating manuals.

d. **Installation of Village Bus Shelters**

Attention was drawn to the following:

- The bus shelters had been installed on 19 December 2008.
- The bus shelters had been insured
- The bus shelters had been well received by the East Peckham community.
- The bus shelters had been funded by TMBC and KCC. It was noted that both grants had been received.

e. **Community Payback**

Attention was drawn to the following:

- A Community Payback crew was in the village each Thursday undertaking litter-clearing work.
- The PC was required to provide somewhere for the crew to take their lunch and thanks were extended to Cllr Shead for allowing the crew to take their breaks inside the Brookside Café. However, with effect from 22.01.09, the Sports Hall would be made available and thanks were extended to the Community Warden who had agreed to open up the Sports Hall and supervise the use of the facility.
- With regard to the disposal of the collected litter. It was noted that TMBC wished to charge £40-£50 to collect but as TMBC were responsible for litter clearing the Clerk was discussing the matter with TMBC. TMBC did however collect the litter collected on 15.01.09.

f. **Christmas Festivities**

Attention was drawn to the following:

- The Christmas events went well and were well attended. It was noted that the street collection raised £100.32 all of which was forwarded directly to Hospice in the Weald.

- Two energy bills had been received in respect of the Christmas lighting one for £491.88 the other for £1,262.59. The Clerk was querying these, as the energy consumption for 2007/08 was approximately £212 and the energy in respect of 68 streetlights, which were illuminated from dusk to dawn 365 days a year was approximately £620 per quarter. It was noted that pending a response from EDF energy, the first invoice for the sum of £491.88 had been paid.

**g. Streetlight Maintenance**

It was reported that in response to the PCs request for EDF Energy to confirm that the PCs lighting stock would be inspected and a report issued to confirm their condition, EDF Energy wished to charge £16.55 per lighting unit. The Clerk had written to EDF Energy insisting that on the cessation of the PCs streetlighting maintenance contract they would ensure that all the streetlights were in a working order and that any not working would either be repaired if covered by the existing maintenance schedule or a quotation issued for the Parish Councils approval.

**h. Waitrose Good Causes Scheme**

Following a discussion it was:

**RESOLVED:** That a local good causes application would be submitted to Waitrose in the hope that some funding could be secured towards older children's play equipment.

**i. 2009 Annual Report**

Following a discussion, the following were **RESOLVED:**

- The format would A5 booklet style with minor differences to content.
- The deadline for the receipt of article contributions was Mid to late February
- Cllr. Street would prepare the art work for the front cover
- Cllr. Gress would proof read the document.

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

Following a discussion, it was:

**RESOLVED:** That the minutes of the Finance Committee be **RECEIVED & NOTED**. It was further **RESOLVED** that the PCs precept for 2009/10 be confirmed as £71,542 and that as the minutes had been tabled they would be **APPROVED** at the next meeting.

**8. Planning Committee: Minutes of the meetings held on 15 December 08 & 05 January 09**

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

**9. Groups & Organisations**

**Reports were received as follows**

**a. Community & Police Working Group**

Cllrs. Street & Gardner reported and drew attention to the following:

- The next meeting would be held during March 2009.
- Crime figures in the village were affected by incidents, which had occurred at Somerfield.

**b. Tonbridge & Malling Community Safety Partnership (Formerly Tonbridge & Malling Crime Reduction Partnership)**

Cllr Street informed members that there had not been a recent meeting and therefore there was nothing of interest to report.

- c. **Parish Plan**  
Cllr Street reported that good progress was being made and he was hopeful that the document would be published in time to be launched at the Annual Parish Meeting.
- d. **Youth Panel**  
Cllrs. Mrs Relf & Mrs Macdonald informed members that there was nothing of interest to report.
- e. **East Peckham Primary School**  
Cllr. Mrs Macdonald reported that the new Headteacher was settling in and that as a Governors meeting would be held on 20.01.09 there would be more to report at the next meeting.
- f. **East Peckham Playing Fields Company**
- (i) **2008/09 PC Grant: Information as at 30.11.08**  
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                | £7,129        |
| Less adjustment in lieu of rent | £1            |
| <b>Balance of 08/09 grant</b>   | <b>£4,200</b> |
- (ii) **Report from representative from the EPPFC Finance**  
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           |                 | £11,166 |
| 2008/09 Expenditure      |                 | £9,251  |
| Deposit Account Interest |                 | £236    |
| Balance                  | Credit Account  | £11,765 |
|                          | Deposit Account | £20,302 |
- (iii) **Other Matters**
- Cllr Gress provided a brief overview of the East Peckham Sports Hall and Playing Fields.
  - It was possible that Age Concern Malling would be hiring the Sports Hall to hold a Poppin Club.
  - Following an incident at the weekend the Kent Air Ambulance had landed on the Playing Fields and had transferred an injured footballer to St Thomas's hospital.
  - It was possible that keep fit equipment would be installed in the unused fenced off area located at the front of the Sports Hall.
- g. **Allotments**
- (i) **Installation of communal shed/container store**  
Following a discussion, it was:  
**RESOLVED:** That as all the allotments were rented out there was no room on the site for a shed/container store. It might however be possible for tool stores to be kept on the individual plots and discussions would take place at a future meeting regarding this. It was likely however that the PC would insist that tool stores were of a uniform design and purchased at the allotment holders expense.

(ii) **Adopt a Garden Scheme**

Following a discussion, it was

**RESOLVED:** That the scheme could be offered if and when the need arose but further discussions would take place at a future meeting prior to any scheme being established and offered to the community.

10. **Tonbridge & Malling Borough Council**

a. **Parish Partnership Panel**

It was reported that the next meeting of the PPP would be on 26 February 09 and that the PC had been asked to consider submitting items for the agenda. Cllr. Crawford informed members that as he had been invited by the Leader of the Council to attend an earlier meeting on the same day he would be attending the meeting of the PPP. Following a discussion, it was:

**RESOLVED:** That there were no items for the agenda.

b. **Public Nuisance Action Team**

It was reported 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. The Team would arrive first thing in the morning, walk the playing field and bag all the dog mess that was found. The desired effect would be to have around 40 – 50 yellow bags all over the playing field, as it would provide a very good visual aid for when the school opened. It was intended to get the school on board and as the dog walkers arrived to walk their dogs they would be asked if they had their dog bags and if not why not and they be reminded of their responsibilities. It was noted that a similar scheme in Snodland saw a reduction of 50% in dog fouling. Following a discussion, it was:

**RESOLVED:** That members were supportive of TMBC PNAT coming into the village and hoped that there would be reduction in dog fouling. It was further resolved that the Clerk would confirm with TMBC that the Primary School would be informed

c. **Kent Waste Partnership – Community Waste Action Fund**

It was reported that the Kent Waste Partnership has set up a £50,000 Community Action Fund and community organisations may apply to the fund in order to help focus their actions on reducing, reusing and or recycling household waste. It was noted that the initial deadline for expressions of interest was 20 January 2009. Following a discussion, it was:

**RESOLVED:** That whilst it was too late to submit a bid for funding in this tranche, a possible project for the future could be the introduction of a service whereby plastics and bottles were collected from elderly or infirm people and taken away for recycling.

11. **Communities & Local Government: Communities in Control – Real People, real power; Code of Recommended practice on local authority publicity: A Consultation**

The consultation documentation was received with interest. It was noted that comments were required by March 2009. Following a discussion, it was:

**RESOLVED:** That the document would be circulated to members and discussed at the next meeting.

12. **Finance**

a. **Bank Reconciliation as at 31.12.08**

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 £79,072 and Capital Account £13,812.

**b. Budgetary Control as at 31.12.08**

The information, which had been prepared by the Clerk & copied to members, was **APPROVED**. It was noted that any variances would be investigated and a report presented to members at the next meeting of the PC.

**c. 2009/10 TMBC Funding to Parish Councils: Older Children's Play Equipment**

It was reported that TMBCs Chief Executive had thanked the PC for its understanding of the severe financial difficulties facing the Borough Council and for providing detailed information concerning the project and the PCs own finances. Subsequently the PCs request for special consideration was put before Borough Council members at a meeting of the Borough Councils Finance & Property Advisory Board on 07 January 09 who recommended that the grant of £7,500 be made. The recommendation now had to be approved by Cabinet on 03 February 2009 and endorsed at the Full Committee Budget Meeting on 19 February 2009. It was unlikely that if Cabinet had endorsed the grant it would be contested at the full committee.

**d. 2008/09 TMBC Funding to Parish Councils: To allocate S136 allocation to village Halls and Open Spaces**

It was reported that the following applications had been submitted for consideration:

**Holy Trinity Church** Repair, renovation and widening works to the footpaths at Holy Trinity Church  
Project Costs £5,873 (£1,001 to be funded by the EPPCC)

**EPPFC** Refurbishment of junior play park by providing new items of play equipment  
Project costs £17,975 (£7,500 to be funded by (TMBC) and £2,925 by the East Peckham Playing Field Company) leaving a shortfall of £7,500 following an unsuccessful application to COMMA

It was further noted that whilst the East Peckham Methodist Church had been successful in obtaining a 2008/09 Special Works Grant towards the refurbishment of the Curran Hall Kitchen they had written to the PC seeking financial assistance towards emergency repairs to the toilets in the Old Church Hall which had been estimated to cost £2,635. Following a discussion, it was proposed by Cllr. Crawford, seconded by Cllr. Poole and:

**RESOLVED:** That the 2008/09 funding allocation of £6,495 would be allocated as follows:  
£4,872 to Holy Trinity Church for footpath works  
£1,623 would be earmarked towards the provision of Older Children's Play equipment

**e. Tonbridge & Malling Community Safety Partnership: Funding request in respect of Charlton Athletic football coaching (CAFC) scheme**

It was reported that CAFC ran a community scheme across Kent offering free football coaching to young people and that whilst the scheme received funding from KCC, the FA, Kent Police and the Community Safety Partnership, further funding would mean that additional sessions could be run. A letter had been received asking the PC to consider giving some funding towards the scheme. Following a discussion, it was:

**RESOLVED:** That in view of other demands on the PCs finances, no funding could be given at this time.

**f. Rural Services Network**

It was reported that the PC had been invited to join the Rural Services Network at a cost of £60 per annum. It was noted that the RSN was a not for profit membership organisation established to argue the case on behalf of rural services. Following a discussion, it was:

**RESOLVED:** That in view of other demands on the PCs finances, no funding could be given at this time.

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

**Receipts**

17.12.2008	(S4) KCC Members Grant (Bus Shelters)	£2,000.00
22.12.2008	(S10) EDF Energy – Wayleave	£11.04
31.12.2008	(S111) Nat West – Interest	£319.10
<b>TOTAL</b>		<b>£2,330.14</b>

**Automated payments**

04.12.2008	(S19) *EDF Energy Sports Hall Electric Supply 08/09	£11.00
22.12.2008	(S19) *British Gas Sports Hall Gas Supply 2008/09	£75.00
<b>Total</b>		<b>£86.00</b>

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

Mrs. K Bell	(S112) Clerks 2008 Christmas Bonus	£150.00 Chq 2887
Mrs K Bell	(S112) Salary – January 2009 plus Expenses less deductions	£985.59 Chq 2889 2892/2895
Milsteds	(S111/144/142) 2008 Village Christmas Tree	£128.00 Chq 2890
EDF Energy	(S111/144/142) 2008 Christmas Lights Energy (TBC –Invoice being Challenged)	£491.88 Chq 2891
Peek Landscaping	(S14/164) Planting at The Pound	£130.00 Chq 2893
Keeping Landscaping Svc	(S14/164) Planting at The Pound	£130.00 Chq 2894
Queensbury Shelters	(S4) Village bus shelters	£3,461.50 Chq 2896
Brookside Garden Centre	(S111/144/142) Village Christmas Tree	£95.98
	(S14/164) Planting at The Pound	£70.00 £165.98 Chq 2897
EDF Energy	(S10) Streetlight maintce 08/09	£343.30 Chq 2898
EDF Energy	(S10) Streetlight energy 08/09	£688.26 Chq 2899
Headland Garden Svcs.	(S124/111/101) 2008/09 St Michaels Churchyard maintenance	£1,117.00 Chq 2900
Sweepclean (Kent) Ltd	(S137) Litter Clear – December 08	£86.25 Chq 2901
KCC	(S137) Community PayBack Litter equipment	£116.04
	(S111) Stationery	£15.70 £131.74 Chq 2902
EP Methodist Church	(S111) Hall & Office Hire	£360.58 Chq 2903
Mr E Grenham	(S26) Allotment expenses (Keys)	£15.00 Chq 2904
Merry Boys PH	(S31) CCTV Expenses (Reimbursement of energy)	£400.00 Chq 2905
<b>TOTAL</b>		<b>£8,785.08</b>

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

**13. Correspondence**

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

- a. DisExtra: Issues 698 (08.12.09), 699 (22.12.08) & 700 (12.01.09)

**-3392-**

- b. Local Gov.co.uk: e bulletins dated 09.12.08
- c. KCC  
TS Alerts (Forwarded to members via email)  
Inside Track: Fundraising initiatives
- d. Farming & Wildlife Advisory Group: Stewardship Update (December 08) – Passed to Cllr. Shead
- e. Local Councils Update: December 08
- f. Action with Communities in Rural Kent
  - ESF Community grants (Developing the skills of local people, helping people into employment)
  - Review of Rural Kent Communications questionnaire
  - Kent Calor Village of the Year Competition 2009: Preliminary information
- g. Kent Association of Local Councils
  - Traffic circular
  - Parish News (December 08) – copied to members
- h. Product & Service Information:
  - Arien (Signs)
  - SMP (Play equipment) – Passed to EPPFC
  - Fitzpatrick Woolmer: Notice boards
  - Clerk & Councils Direct: 2009 Directory
  - Fresh Air Fitness (Outdoor equipment) – Passed to EPPFC
  - Proludic Ltd: About Play
  - Blachere: Christmas Lighting
- i. TMBC
  - About the borough: Key facts and residents views
  - Local Strategic Partnership: borough Profile
  - 2009 Register of Electors
  - Mayoral charity events to be held during January & March 2009
  - Weekend Household Bulky refuse Service: Dec 08 – March 09 – copied to members
- j. Government Computing Magazine (January 09): Passed to Cllr Poole
- k. SLCC
  - 2009 Practitioners Conference
  - ILCM Membership
  - The Clerk (January 2009)
- l. NALC: Local Council Review (January 09)
- m. SEERA: Update on the SE Plan (October 2008)
- n. Tonbridge & Malling Community Safety Partnership: Alcohol Awareness Campaign

- o. NHS: Events to be held on the Strategic Plan and a new initiative in the Clinical Network
- p. MVCP
  - Christmas Greetings 2008
  - Kingfisher (New Year 2009 edition)
- q. Clerks & Councils Direct (January 09)
- r. Kent Police Authority: Policing Kent 2009/10 Survey

**14. Matters for future Discussion**

**Cllr. Gress**

Requested that the tree root, which was becoming a trip hazard and causing damage to the path leading across the Playing Fields to the Primary School be discussed at the next meeting. The Clerk informed members that she had met with TMBCs Tree Warden who had suggested that if work was carried out to root of it would severely damage the tree itself. The tree warden had suggested that either a ramp be put over the path or that new tarmac be put down in a gradual inline over the root.

**Cllr. Mrs Macdonald**

Reported that the footpath sign at Hatches Lane had been damaged and needed to be replaced. The matter would be referred to KCC PROW.

**Cllr Crawford**

Requested that a dialogue be opened with Mr, Beddoes in advance of his appearance as this years guest speaker in connection with recycling issues and TMBCs future plans for recycling and the rolling out of doorstep recycling facilities.

**Cllr Poole**

Informed members that due to the recent wet weather the village had been placed on flood watch.

**15. Parishioners Question Time**

a. **Correspondence from Residents:** There was none

b. **Parishioners Questions**

A parishioner drew attention to the dilapidated condition of Smithers Lane. The resident was advised that the PC had referred the matter to KHS who had responded by confirming that repairs would be carried out when funding permitted. However owing the deterioration of the road the KHS would be asked to carry out repairs as a matter of extreme urgency.

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

There being no additional business, the meeting concluded at 22.05 hours.