

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 19.45 HOURS ON MONDAY 20 APRIL 2009

PRESENT: Cllrs. R. Bearman, J. Crowley, A. Gardner, B. Gress, Mrs J Macdonald & D. Poole (Vice-Chairman)

ALSO PRESENT: Mrs. K Bell (Clerk), 4 residents, M. Sherwood (Community Warden), Borough Councillor H. Rogers, County Councillor R. Long & 2 Police Representatives

APOLOGIES: Cllrs. P. Crawford, D Ireland, T. Shead & P. Street & Borough Councillor. Mrs. E. Holland

In the absence of Cllr. Crawford, Vice Chairman, Cllr. D. Poole took the chair. Cllr. Poole opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllrs: Crowley & Gress declared an interest in item 8f.

2. **County Councillors Report**

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

- There had been some positive news regarding the KCC Icelandic deposits. It looked as though KCC would have £40 million returned from the £50 million investment.
- As Chair of the Kent Rural Board, he would put Pollytunnels on the agenda with the aim of achieving a Kent wide policy on their use.

3. **Borough Councillors Report**

Mr Rogers was welcomed to the meeting; he drew attention to the following:

- As Chair of the Area 2 Planning Committee he could not comment on the planning application for Pollytunnels at Hugh Lowe Farm, Mereworth. He did, however, indicate that as there was a lot of work involved in connection with the planning application, it was likely that the application would not be referred to the Area 2 Planning Committee until June at the very earliest.
- He had recently become a member of the UMIDB.

4. **Community Warden**

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

- He had received and referred to KHS requests for drop kerbs within the vicinity of Westwood Road. This was in order to try and meet the needs of the increased number of users of mobility scooters. The clerk confirmed that she had submitted a request to KHS for dropped kerbs along Old Road and Orchard Road. It was suggested that there might be some funding under a disability grant scheme, TMBC and KHS would be asked whether they had funding for such schemes.
- A youth football tournament would be run during the summer months and he would be trying to engage the youth from East Peckham to take part.

In addition to the warden's report, members were informed that a letter had been received from KCC confirming that the new warden would be Siobhan MacKay and that she would be available for duty in East Peckham from 12 May. It was noted that whilst she had already been introduced to the Clerk, PC representatives had been invited to formally meet her on 11th May.

5. **Police Representatives**

The police representatives drew attention to the following:

- During the period 16 March 09 to 20 April 09 there had been 17 criminal incidents consisting of 1 drugs offence, 1 fraud, 1 theft from a motor vehicle, 1 public order offence, 1 burglary, 5 thefts, 4 assaults and 3 reports of criminal damage.
- The police were aware of the use of ponies and traps on the playing fields and were looking into the incidents. The police were also liaising with the EPPFC in order to ascertain whether there were any CCTV images of the incidents.

6. **Parish Council Minutes**

a. **Minutes of the meeting held on 16 March 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 Vice-Chairman.

b. **Matters Arising**

Minute 5b, The Hop Farm – Music Festival

It was reported that the provisional line up of artists appearing at the music festival had been received. It was noted that the headline act would be Paul Weller.

Minute 5b, Nat West Banking Arrangements

It was reported that no information had been received from Nat West. However, the Financial Services Ombudsman (FSO) had investigated the issues raised and as a result Nat West had offered to set up a SIBA account and £250 compensation. The Clerk informed members that the FSO considered the level of compensation reasonable and it was unlikely that it would be increased. The Clerk however did not feel it necessary for the PC to open up a new account especially as Nat West had agreed in the past to calculate the interest on the balances held in the existing accounts. She had therefore asked the FSO to negotiate for an improved offer.

Minute 5b, Footpaths near the Primary School:

It was reported that Mrs Lawrence had been asked if she would be agreeable to using some of the proceeds from 'A Bridge Over the stream' towards a salt bin to be located near the school.

Minute 5b, Bus Shelter

It was reported that the new bus shelter would be installed shortly.

Minute 5b, Christmas Lights Energy

It was reported that a refund had been received and that negotiations were taking place with EDF Energy regarding a refund in respect of the 2007 Christmas Lights.

Minute 8, Dog Fouling Awareness Day 03 March 09

It was reported that copies of the posters designed by pupils at East Peckham Primary School had been received.

Minute 9b, 2009/10 S136 Grant

It was reported that letters of appreciation had been received from the East Peckham Scout Group and the East Peckham Salvation Army.

Minute 9c, Financial Transactions – 19.03.09

It was reported that letters of appreciation had been received from The Samaritans and the Kenward Trust

c. Village CCTV

(i) Update

It was reported that the CCTV cameras were working well. It was noted that one of the cameras at the Sports Hall needed to be adjusted and it was thought that this could be addressed by the EPPFC.

(ii) Maintenance Contract

Cllr. Poole informed members that he had been in contact with a new contractor who would submit a maintenance contract for the consideration. It was noted that the new contractor served TMBC and had been highly recommended. The matter would therefore receive further consideration at the next meeting of the PC.

d. Community Payback

It was reported that for the past few weeks the Community Payback crew had been working at the Scout HQ but they would shortly be resuming their work for the village. Some suggestions were made regarding work that could be undertaken by the community payback crew.

e. Parish Council Vacancy

It was reported that as no election had been requested within the statutory period the PC could now fill the vacancy by co-option and in this respect two applications had been received. Following a discussion, it was:

RESOLVED: That Cllrs. Crawford, Mrs Macdonald and Poole would interview the candidates and the matter would be considered further at the next meeting of the PC.

7. Annual Parish Meeting

a. To receive minutes of meeting held on 30 March 09

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

b. Matters Arising

It was reported that the meeting was preceded with a complaint from the Girls Brigade who were unhappy that the PC had the use of the Curran Hall for the APM. It transpired that the Methodist Church had not informed them that the Curran Hall had been designated to the PC for the evening. The PC had since received an apology from the Girls Brigades District Commissioner.

c. Provision of refreshments following 2009 APM

Thanks were extended to the Boys Brigade for providing three volunteers to assist the PC in providing teas and coffees. Following a discussion, it was proposed by Cllr. Crowley, seconded by Cllr. Gardner and:

RESOLVED: That a cheque for £50 would be sent to the Boys Brigade who would then distribute it amongst the helpers.

8. Planning Committee: Minutes of the meetings held on 16 March 09 & 06 April 09

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

9. Groups & Organisations

a. Community & Police Working Group

Cllr. Gardner reported that a well attended meeting had been held on 02 April 09, he drew attention to the following:

- The use of ponies and traps on the playing fields was discussed; the police and community warden were aware of the problem and were trying to identify those responsible.
- There had been a slight increase in anti social behaviour within the village
- There was some under age drinking within the village
- CCTV images had recorded youths littering outside the Merry Boys PH and The Pound. The youths would be identified and their parents spoken to
- There would be an additional police presence in the village throughout the July 09 Hop Farm music festival

b. Tonbridge & Malling Crime Prevention Partnership

In the absence of Cllr. Street there was no report.

c. Parish Plan

In the absence of Cllr. Street there was no report.

d. Youth Panel

Cllr. Mrs Macdonald reported that she hoped to establish contact with representatives of the Kent Youth Panel with a view to becoming involved.

e. East Peckham Primary School

Cllr. Mrs Macdonald reported and drew attention to the following:

- The latest newsletter had been copied to members and the Clerk by email.
- The new head teacher was looking at ways in which the school children could become more energetic.

f. East Peckham Playing Fields Committee

(i) 2008/09 PC Grant: Information as at 31.03.09

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	£8,203
Less adjustment in lieu of rent	£1
Balance of 08/09 grant	£3,126

(ii) Report from representative from the EPPFC

Financial statement as at 31.03.09

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		£15,548
2008/09 Expenditure		£11,671
Deposit Account Interest		£376
Balance	Credit Account	£13,726
	Deposit Account	£20,442

(iii) Other Matters

Attention was drawn to the following:

• **Junior Play Park**

It was reported that the order for the new equipment had been placed with Wicksteed Ltd. It was noted that the new equipment would be installed during May 2009.

- **Adult Fitness Equipment**

It was reported that the order for the new equipment had been placed with Fresh Air Fitness Ltd. It was noted that the new equipment might also be installed during May 2009 and that the equipment would be installed in the fenced off area adjacent to the sports hall entrance.

- **Sports Hall Redecoration**

It was reported that the decorating programme at the hall was continuing and that the main hall had been completed. It was noted that work to the entrance hallway was currently underway and it was hoped that work would commence on the changing rooms at the end of May 2009.

- **Misuse of Playing Field**

It was reported that the problem with horses and traps getting access onto the playing fields was continuing. Plans however were in hand to improve the security of the pedestrian walkways (by reducing their width), which appeared to be the points of access. The police and community warden were aware of the situation and were monitoring the area.

- **Hall Bookings**

It was reported that the booking by Age Concern Malling for the lunchtime Poppin Club had been cancelled.

10. **TMBC: Parish Partnership Panel.**

The minutes of the meeting held on 26 February 2009 were **RECEIVED AND NOTED**. It was noted that the next meeting would be held on 21 May 2009. Following a discussion, it was:

RESOLVED: That there were no items, which the PC wished to include on the agenda.

11. **The Kent Men of the Trees:** East Peckham entry into the 2009 Trees in the Village Competition

Following a discussion, it was:

RESOLVED: That East Peckham would submit an entry into the 2009 competition

12. **Lord Lieutenant of Kent, Annual Civic Service**

Cllr. Poole reported that he and Mrs Poole had attended the event on 26 March 2009 together with Cllr and Mrs Crawford. Cllr Poole stated that the event had been enjoyable and that the service celebrated the contribution made by Local Authority Mayors, Chairmen and Town Mayors during the civic year and acknowledged the hard work carried out by parish councils. Cllr. Poole also mentioned that the sermon given by Alan Willett the Lord Lieutenant of Kent had been good.

13. **Finance**

a. **Bank Reconciliation as at 30.03.09**

The information, which had been prepared by the Clerk & copied to members, was **APPROVED**. It was noted that as at 30.03.09 the balances held were; Current Account £731, Reserve Account £63,820 and Capital Account £13,815.

b. **2008/09 Audit**

It was reported that District Audit had set 01 June 09 as the date upon which the Annual Return for the financial year ended 31 March 20 was to be submitted. It was noted that Internal Audit for 2008/09 would be carried out on 15 May 09 and that the year-end accounts were to be considered by the Finance Committee on 18 May 09.

c. 2009/10 subscriptions

Members considered the renewal of the following subscriptions:

(i)	Direct Information Service	£90
(ii)	Local Councils Update	£65 (£100 including web info)
(iii)	The Kent Men of the Trees	£25
(iv)	Action with Communities in Rural Kent	£35
(v)	Kent Association of Local Councils	£786
(vi)	NALC: Local Council Review	£14

Following a discussion, it was:

RESOLVED: That all of the subscriptions would be renewed.

d. Financial Transactions: The following transactions were APPROVED

Receipts

27.03.09	EDF: Christmas Lights – refund of overpayment	£481.42
31.03.09	Nat West – Interest	£39.48
Total		£520.90

Automated payments

05.03.09	*EDF Energy Sports Hall Electric Supply 2008/09	£510.00
23.02.09	*British Gas Sports Hall Gas Supply 2008/09	£75.00
Total		£585.00

The following payments were approved (includes VAT where applicable)

Mrs K Bell	Clerks Salary April 09 plus Expenses, less deductions	£1,084.95 Chq 2928/2937/2938
TMBC	2008/09 Annual Reports	£453.70 Chq 2929
KCC (KCS)	* Sports Hall supplies	£57.33
	S136 Grant (Part) – EP BB	£180.88
Mr P Street	COPWG Expenses	£73.44 Chq 2931
EDF Energy	Streetlight energy	£672.96 Chq 2932
Kent Grassland Services	*Playing Field Maintenance	£138.00 Chq 2933
EP Methodist Church	Hire of Hall	£61.58 Chq 2934
Sweepclean (Kent) Ltd	Litter Clear – March 09	£172.50 Chq 2935
AOS Landscapes Ltd	S136 Grant Holy Trinity	£2,850.00 Chq 2936
Monkey Design House	2009/10 Web Hosting	£253.00 Chq 2939
TMBC	2009/10 NNDR	£134.68 Chq 2940
Southern Water	* Sports Hall Water Rates 2009/10	£489.68 Chq 2941
EP Methodist Church	Hire of Office	£289.47 Chq 2942
Allianz	2009/10 Insurance Premium	£1,187.71 Chq 2943
KALC	2009/10 Subscription	£904.45 Chq 2944
TOTAL		£9,004.33

*Denotes charged to the Sports Hall PC Grant

14. Correspondence

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

- DisExtra: Issues 705 dated 23.03.09 & 706 dated 06.04.09
- Local Gov.co.uk: e bulletins dated 12.03.09, 19.03.09, 26.03.09, 02.04.09 07.04.09 & 09.04.09
- KCC
 - TS Alerts (Forwarded to members via email)
 - Inside Track (Fundraising News): Issues dated 11.03.09
 - Clean Kent Campaign literature

- Kent Health Watch literature
 - Free Home Energy Report literature
- d. Action with Communities in Rural Kent: Rural News (March 2009)
- e. Kent Association of Local Councils
- Area Committee: Agenda and minutes in respect of meeting held on 19.03.09
 - Publication of Draft Noise Action Plans Template: Information received
 - 2009 Audit Workshop to be held on 22.06.09: Information Received
 - Clerks Information Day: Details of event being held on 19.05.09
 - Parish News (March 09)
- f. Product & Service Information:
- Gala Lights: Festive illuminations
 - Ian Keabler: Fundraising show (Passed to Cllr Poole)
 - Applause Rural Touring Programme: Passed to Cllr Poole
 - Lumalite: Festive Decorations
 - Nat West: Banking Information
 - Sweepclean: Change of company details
- g. TMBC
- Electoral Register: Latest Amendments
 - Business Rates: Information received regarding the deferral of Business Rates, explanatory notes, 2010 revaluation & free help for businesses in tough times
 - Weekend Household Bulky Refuse Service: February – May 09
- h. Government Computing Magazine (April 09): Passed to Cllr Poole
- i. SLCC: Information on Continuous Professional Development Courses
- j. Local Councils Update: March & April 09
- k. Information Commissioner: Freedom of Information – latest instructional DVD
- l. The Kent County Playing Fields Association: Newsletter April 2009 (Passed to EPPFC)
- m. Medway Valley Countryside Partnership: Information regarding River Rubbish Roundup Week 918.04.09 – 24.04.09)
- n. East Peckham Methodist Church: Annual Report 2009
- o. Highways Agency: Planned Roadwork's March – May 09
- p. The Kent Men of the Trees: Arbor (Winter 2009) – Passed to Cllr. Shead
- q. Friends of St Michaels Church: Newsletter No. 06 (March 2009)
- r. Age Concern Malling: Information on new East Peckham Poppin Club
- s. Allianz: Insurance Renewal information
- t. Sustainable Communities Act in Kent: Information received from pressure group

- u. CPRE
 - South Downs National Park: Promotional literature
 - Fieldwork (March 2009)
 - Countryside Voice (Spring 2009)
 - Houses & Gardens 2009

15. Matters for future Discussion

Attention was drawn to the following:

Waitrose Community Projects

Cllr. Gress asked whether there had been a response to the application, which had been submitted for play equipment on the playing fields as part of the Waitrose Good Causes Scheme. The Clerk confirmed that she would request an update from Waitrose.

HGV restriction on Hale Street.

KHS would be asked to provide an update on the possibility of restricting the use of Hale Street to HGVs.

Bench at Pound Road

Cllr. Poole reported that TMBC had accepted responsibility for the bench in Pound Road and as carrying out the repairs, TMBC would be arranging for it to be treated with wood preservative.

Burnt Out Litter Bin on the Playing Fields

It was reported that TMBC were aware of the matter.

16. Parishioners Question Time

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

b. **Parishioners Questions**

Ms Baseden (resident & TMBCs Dog Warden) suggested that the old dog bin on the playing fields could be repainted and relocated to Bush Road. It was agreed that if TMBC provided the materials, the PC would ask Community Payback to carry out the work.

17. Date of Next Meeting: Annual Meeting of the Parish Council 11 May 2009

There being no additional business, the meeting concluded at 21.27 hours.