

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 20.15 HOURS ON MONDAY 15 OCTOBER 07**

**PRESENT:** Cllrs: Crawford (Chairman), Crowley, Gardner, Gress, Mrs. Kearns, Poole, Shead, & Street

**ALSO PRESENT:** Mrs. K Bell (Clerk), County Councillor Long, Borough Councillor Rogers, KCC Community Warden & 5 residents.

**APOLOGIES:** Cllrs. Bearman, Mrs Macdonald and Mrs Relf. Borough Councillor Mrs Holland, PC Sargent, PCSO Wilkes.

Cllr. Crawford opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllr. Mrs. Kearns declared an interest in items 5 e and f on the grounds that her son attended Rainbow Pre-School.

2. **Reports From Community Representatives**

a. **County Councillor**

Mr Long reported and drew attention to the following:

- (i) The KCC Campaign in support of the local post offices
- (ii) Advised the PC to continue using the KHS Spreadsheet and to let him know of any ongoing problems.
- (iii) The PCs Members Grant application would be processed shortly.

b. **Borough Councillor**

Mr Rogers reported that following the investigation into the C.Diff outbreak at the hospitals covered by the Maidstone and Tunbridge Wells NHS Trust, the Trust Chairman had resigned and the interim Chief Executive of the Trust would be attending a meeting on 17.10.07 at 7.30 at Kings Hill.

c. **KCC Community Warden**

The Community Warden reported and drew attention to the following:

- (i) The village appeared quiet.
- (ii) There had been an increase in underage drinking within the village. Measures were however being taken to reduce the problem.
- (iii) To minimise inconvenience to residents, there would be a zero tolerance approach during the forthcoming Halloween and Bonfire Celebrations.

3. **Parish Council**

a. **Minutes of the meeting held on 17 September 07**

**RESOLVED:** Minor amendments were made to the minutes following which the minutes were approved as a correct record and signed by the Chairman.

b. **Matters Arising:**

**Minute 8 a (iii), Village of the Year Competition Prize**

Attention was drawn to the following:

- The Clerk reported that she had met with a representative from MVCP and had discussed various options for the amenity land in the centre of the village and copied to members the proposals, which included creating a small meadow area and planting new flowering shrubs in the two areas nearest the Methodist Building.

- Cllr. Shead provided information on the number of bulbs that could be acquired with the prize fund.
- Cllr Gardner suggested that the area be formally planted
- It was noted that Oakover Nursery would be able to provide details regarding the species of tree available as part of the prize during November.
- It was felt that the provision of a wrought iron bench on the amenity land would be cost prohibitive.

Following a discussion, It was **RESOLVED** that the matter would be discussed in full at the next meeting when all options would be considered.

**Minute 10, MVCP: Riverside Communities Project**

It was reported that MVCP had confirmed that they would contact the PC when they had further information regarding the style, colour and design of the interpretation board. It was noted that the interpretation board was likely to be installed during Spring 2008.

**Minute 13g (ii), Expansion of Green Lidded Bin Scheme**

It was reported that the green-lidded bins along with collection calendar and information leaflets had been delivered to all households affected by the expansion.

**Minute 15 (i), The Hop Farm**

It was reported that no response had been received to the PCs invitation for Hop Farm Representatives to attend a meeting.

**Minute 15 (ii), Garden outside The Methodist Building**

It was reported that the garden had been pruned

**Minute 15 (iii)**

It was reported that the PCs groundsman had not yet reported on the condition of the footway outside the Curran Hall.

**c. New Code of Conduct**

**(i) The Standards Board**

It was reported that the Standards Board for England had confirmed receipt of the PCs Revised Model Code of Conduct

**(ii) Report of anonymous Allegations to the Standards Board**

It was reported that having referred the matter to TMBCs Monitoring Officer he had agreed with members that there was something distasteful about anonymous allegations but stated that all whistle blowing cases had recognised that sometimes it was not possible for a person to make a report without fear of reprisal. The Standards Board had responded by stating that 'it is our policy to consider written allegations even though the person making the allegation had not disclosed their name or address.'

**d. Installation of CCTV**

Attention was drawn to the following:

- The CCTV system had been installed.
- A policy statement would be available shortly.
- Signs would be erected in the village centre and at the Sports Hall.
- Consideration would be given at the next meeting of the PC towards reimbursing the Merry Boys PH for the cost of both housing the CCTV equipment and the energy costs.

**e. 2007 Festive Lighting**

It was reported that the new festive lighting stock had been ordered together with the low energy light bulbs, which would be fitted to all 11 illuminations and that quotations had been obtained from Ditton Electrical Contractors and EDF Energy in respect of the electrical work and the energy costs. A summary of the project costs was provided with details as follows:

Purchase of 6 new illuminations and low energy light bulbs to be fitted to all 11 illuminations by Gala Lights	£2,607
Electrical work consisting of: the permanent electrical installation of 6 new illuminations, cost of mounting all 11 illuminations and the cost of removing the displays and delivered to a local address to be carried out by Ditton electrical Contracts	£2,738
Electrical supply to all 11 illuminations to be provided by EDF Energy for the estimated cost of	£215
Insurance to all 11 illuminations to be provided by Allianz Cornhill for the estimated cost of	£150
<b>Total Costs</b>	<b>£5,710</b>

**Project to be funded from the following sources:**

PC allowance	£2,000
TMBC Revenue Grant	£560
TMBC Capital Grant	£3,000
Donations as at 13.10.07	£150
<b>Total budget</b>	<b>£5,710</b>

It was noted that as at 15.10.07 a donation of £100 has been received from J Clubb Ltd with the promise of a £50 donation from the Village Stores. Following a discussion it was proposed by Cllr. Street, seconded by Cllr. Gardner and:

**RESOLVED:** That Ditton Electrical Contractors Ltd would be asked to carry out the electrical work and that the festive illuminations would be lit illuminated between the hours of 3.30 p.m. to 12.00 a.m. throughout the festive period

**f. NALC 2007 Competitions**

It was reported that unfortunately the PC had not been successful in either the Website of the Year or Best Annual Report competitions.

**g. Grounds Maintenance: Parish Councils Requirements for 2008/09**

It was noted that the Grounds Maintenance contract price for 2007/08 was £4,253 and that the PC requirements were as follows:

**Village**

Outside Curran Hall (Rear)	Cylinder Mow x 18 cuts, planted area to be maintained twice per year
Opposite Methodist Church	Grassed area to be cut 18 times, planted area to be maintained twice per year
Outside Methodist Church	Planted areas to be maintained twice per year

**Churchyard**

Front & back grass areas	Mow x 12
Churchyard Extension	Mow x 18
Strim and weed kill	As required
Remove suckers from lime trees	annually

Following a discussion it was:

**RESOLVED:** That the Grounds Maintenance requirements for 2008/09 would remain unaltered and prospective contractors including the existing contractor would be asked to submit quotations and references for the work.

**h. 2007 Poppy Appeal: PC Involvement**

Members were given their poppy boxes in respect of the Annual Appeal. The following were noted:

- (i) All relevant information had been included within the boxes.
- (ii) Cllr. Mrs. Kearns would cover the Roydon area.
- (iii) Cllr. Mrs. Relf would cover the Saturday morning collection.
- (iv) Mr. Whiteside would cover the area, which had been assigned to Cllr. Mrs. Kearns.
- (v) Mrs. Buckland would cover the area, which had been assigned to Cllr. Mrs. Relf.

**i. Best Village Front Garden Competition: Report of presentation evening held on 01 October and the future of competition**

It was reported that the prize giving had been poorly attended. It was noted that out of 15 award winners, three were present on the evening, 7 had sent apologies and 5 have yet to contact the PC. It was further noted that prizes had been presented to those who had either attended the award evening or who had submitted apologies. A discussion followed on the future of the competition took place following which it was:

**RESOLVED:** That in an attempt to raise the profile of the competition:

- The Gardeners Association would be invited to become involved.
- There would be a new competition category for the best allotment garden.

**4. Planning Committee: Minutes of Meetings held on 17 September 07 and 01 October 07**

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

**5. East Peckham Playing Field Company**

**a. Terms and Conditions for the new Management Company**

A draft document outlining the terms and conditions between the PC and the EPPFC were copied to members. Members would peruse the draft documentation and a full discussion on the issue would take place during the next meeting.

**b. 2007/08 Sports Hall & Playing Field Grant**

The information, which had been prepared by the Clerk and copied to members, was **APPROVED**. It was noted that as at 30.09.07 the position was as follows:

2007/08 Grant	£11,000
Less Expenditure (includes £114 from 2006/07)	£4,858
<b>Net Grant available to 31.3.08</b>	<b>£6,142</b>

**c. Sports Hall Repairs**

**(i) Update**

It was reported that apart from a few minor snagging items the work had been completed and the hall was open and ready to use.

(ii) **Repair Fund**

The information, which had been prepared by the Clerk and copied to members, was **APPROVED**. It was noted that as at 15.10.07 the position was as follows:

**Budget**

Parish Council	£8,000
TMBC S136	£6,307
PWLB	£43,975
<b>Total Budget available</b>	<b>£58,282</b>
Less repayment of PWLB due during 2007/08	£2,944
Less payments made as at 15.10.09	£37,932
<b>Net Budget available</b>	<b>£17,406</b>

d. **COMMA Grant: Funding application - Older Children's Play Equipment**

Cllr Crowley reported that a decision on the grant application was expected shortly.

e. **Rainbow Pre-School**

Standing orders were suspended to allow parents the opportunity to present their concerns to the PC. The parents were of the opinion that the preferred location for the Pre-School was the Sports Hall and that they were concerned as they had received little or no information from Rainbow Pre-School and wanted to know the current position and why there was some doubt over the future of Rainbow Pre-School being held at the Sports Hall. The parents were thanked for attending the meeting and were given some background information on why the Terms and conditions for the use of the Sports Hall had changed. The parents were further informed that the PC was concerned to learn of their worries and agreed with them that the welfare of the children was of paramount importance. Whilst the PC was understanding of the views and concerns expressed by the parents, they were advised that their contractual relationship was between the Rainbow Pre-School and themselves. The parents were further informed that the EPPFC would welcome the Pre-Schools return to the Sports Hall after the half term holiday but that the Pre-School had yet to indicate whether or not they would be returning to the Sports Hall or accept the non negotiable terms and conditions for their hire of the hall which included the non exclusive use of the Sports Hall complex whilst the Pre-School was in session.

f. **To receive report from representative on any other issues**

Cllrs. Crowley reported and drew attention to the following:

- (i) The master key system had been installed and had been well received.
- (iii) Correspondence from Rainbow Pre-School, which included queries relating to agreements between the Pre-School, the PC and EPPFC, the sole use of the Sports hall, hire charges and CCTV. Following a discussion, it was:

**RESOLVED:** That whilst the EPPFC was responsible for the running of the facilities as the letter concerned both the PC and the EPPFC in this instance the PC would respond. In no way would the letter undermine the work of the EPPFC who had the full support of the PC. The letter would however attempt to provide some clarity.

6. **Groups & Organisations**

a. **Community & Police Working Group**

Cllrs. Gardner & Street reported that a well-attended meeting took place on 18.09.07 and drew attention to the following:

- (i) Crime levels – negligible

- (ii) A damaged fence at the rear of The Methodist Building – The matter would be referred to TMBC (Car Parks)
- (iii) A requirement for the condition of the current stock of sandbags to be checked. The matter had been referred to KHS.
- (iv) Speeding throughout the village. The matter would be discussed with KHS.
- (v) A request from the youths for a five a side pitch to be marked out on the play area. The work would be undertaken by the EPPFC.
- (vi) Cllr. Street would forward a copy of the minutes from the meeting to the Clerk.

**b. Tonbridge & Malling Crime Reduction Partnership**

Cllr Street reported and drew attention to the following:

- (i) The CRP were working on the purse chain project. Cllr. Street was in the process of completing the promotional poster work for the product.
- (ii) Compared with national statistics, the area was generally a low risk crime area.
- (iii) The CRP was slowly moving away from parochial issues and dealing with the area as a whole.

**c. Parish Plan**

Cllr Street reported that progress was being made on the document.

**d. Youth Panel**

In the absence of Cllrs. Mrs Macdonald & Mrs Relf there was no report.

**e. Allotments**

Cllr Gardner reported and drew attention to the following:

- (i) A meeting had been held between the allotment holders and the allotment panel on 30.9.07. The meeting had been well attended.
- (ii) Allotment holders were concerned with the weed mare's tail and steps were being taken in an attempt to eradicate the problem.
- (iii) There were currently two vacant allotment plots
- (iv) The Annual Allotment Holders Meeting was to take place on 19 October 07.

**7. TMBC**

**a. Parish Partnership Panel**

It was reported that the minutes of the meeting held on 13 September 07 had been received and were available for member's perusal. It was noted that the next meeting of the Panel would be held on 01 November 07 and the PC had been invited to submit items for the agenda. Following a discussion, it was:

**RESOLVED:** That there were no agenda items which the PC wished to submit.

**b. Out & About in T & M: To receive report of event held on 03 October 07**

Cllr Poole reported and advised members that he and Mrs Poole had attended this enjoyable event. He expressed his concern regarding the current operation of The Hop Farm and felt there were too many 'catch penny' activities taking place. He also drew attention to a waxwork display, which was to be installed, and a barn, which was full of ex military equipment.

**c. Review of Polling Districts and Polling Places Consultation**

It was reported that TMBC were reviewing Polling Districts and Polling Places and had provided the PC with details of the current arrangements and the proposed changes. It was noted that no changes had been proposed for East Peckham where the Polling Place was The Curran Hall. Following a discussion, it was:

**RESOLVED:** That as no changes had been proposed for East Peckham, it would not be necessary to comment.

d. **Local Play Strategy**

It was reported that TMBC had recently endorsed the Local Play Strategy as a policy document and that a copy of the strategy could be found on TMBCs website [www.tmbc.gov.uk](http://www.tmbc.gov.uk) under the leisure/tourism tab.

8. **Finance**

a. **Bank Reconciliation as at 28.09.07**

The information, which had been prepared by the Clerk & and copied to members, was **APPROVED**.

b. **Rural Housing Needs Survey**

Members were advised that earlier in the year they took the decision in favour of carrying out a Rural Housing Needs Survey and that the decision had been made on the basis that there would be no cost to the PC. Since then discussions had been held with ACRK and TMBC and TMBC had approved the inclusion of East Peckham in the first phase of Rural Needs Surveys subject to the PC contributing the sum of £680. Attention was drawn to the following points:

- (i) TMBC had confirmed that for populations under 3,000 no contribution would be due but East Peckham had been assessed as having a population of 3,100 (derived from the Office of the National Statistics).
- (ii) The purpose of the survey would be to provide information on housing need in terms of numbers, type and size. Robust evidence of housing need would be required if there was to be any justification for development outside the built confines of the settlement of East Peckham or within the Green Belt.
- (iii) Subject to the PC agreeing to make a contribution, the next stage would be for the PC to work in association with the Rural Kent Rural Enabler to agree the survey and methodology. The results of the survey would then be analysed in order to establish both the need and potential sites.
- (iv) There was no guarantee that the survey would result in the provision of affordable housing but it was a necessary starting point in determining what the need was.
- (v) The project would be heavily subsidised by DEFRA, ACRK and TMBC.

Following a discussion, it was proposed by Cllr. Poole, seconded by Cllr. Gardner and:

**RESOLVED:** That the need for affordable housing could be demonstrated without the survey and as there could be no guarantee that affordable housing would be provided the PC was not prepared to commit public funds towards the project.

c. **BTCV: Request for contributions towards the Tree and Pond Warden Schemes**

It was reported that the PC had been contacted by BTCV regarding both the Kent Tree Warden and the Kent Pond Warden Schemes. It was noted that in the past the PC had played an important role in helping Kent BTCV support the schemes and had been asked to consider making a financial contribution of £200 towards the running costs of both schemes for 2007/08. The PC contribution would provide benefits, which varied dependent upon the level of PC support, in the past the PC had contributed £25 to the Tree Warden Scheme. Following a discussion, it was proposed by Cllr. Crawford, seconded by Cllr Poole and

**RESOLVED:** That a contribution of £25 would be made to each scheme

**d. 2008/09 Special Works Applications**

It was reported that Special Works Applications had been received in respect of the following:

- |                        |   |
|------------------------|---|
| EP Methodist Church    | Refurbishment of the Curran Hall Kitchen<br>Project Costs £9,220 (50% to be funded by the EP Methodist Church)  |
| Friends of St Michaels | Rebuild 8 yard of collapsed wall on south side of church<br>repoint and make good the remaining churchyard wall<br>replace defective stile on north side of church<br>replace missing stile on south side of the church<br>replace gate on north side of the church<br>Project Costs £5,000 (seeking maximum grant) |
| Holy Trinity Church    | Repair, renovation and widening works to the footpaths at Holy Trinity Church<br>Project Costs £4378 (£1,000 to be funded by the EPPCC)   |

Following a discussion members were of the opinion that the applications which had been submitted by both the EPPCC and the Methodist Church were equal in terms of importance to the village and ideally they should be submitted as either joint priority or as a joint application. If this was not an option then following a discussion, it was proposed by Cllr. Crawford, seconded by Cllr. Street and:

**RESOLVED:** That all applications would be supported and they would be submitted to TMBC in the following order of priority

1st.	Refurbishment of the Curran Hall Kitchen
2nd	Footpath works at Holy Trinity Church
3rd	Repair and renovation works at St Michaels Church

**e. 2008/09 Budget**

It was reported that preparation work for the 2008/09 budget was beginning to get underway and members were asked to consider specific projects for inclusion within the 2008/09 precept. Following a discussion, it was:

**RESOLVED:** That members would advise the Clerk of any items for inclusion in the 2008/09 precept and a discussion would take place at the next meeting.

**f. Nat West Banking Arrangements**

Members were advised that the bank had not yet actioned the amended mandate and as a result some difficulties had arisen leading to the bank refusing to pay a cheque to Secure Engineering in respect of the CCTV. Members were informed that Cllr. Poole and the Clerk had met with a bank representative on 05 October to discuss the situation following which an interim response had been received in which the bank had apologised for the problems experienced and had sent a written letter of apology to Secure Engineering. The bank's legal team were looking into the matter and were keen to work with the PC in order to restore the PC's faith in the current banking arrangements. During the meeting it transpired that Cllrs. Poole, Street and Mrs Relf had not presented their identification papers to the bank, which were required in order to become account signatories but that the matter was in hand, and only Cllr. Mrs Relf had yet to complete the administrative process. It further transpired that the mandate needed a further signature from Cllr. Crawford, which had since been rectified. Members expressed their dissatisfaction with the current banking arrangements and were of the opinion that the banking arrangements ought to be reviewed and part of that review would be looking at alternative bankers. Members were also advised that

as the Clerk was not an account signatory there was some difficulty when she needed to discuss the PCs financial affairs with the bank over the telephone. To overcome the problem, it was proposed by Cllr. Poole, seconded by Cllr. Crowley and:

**RESOLVED:** That the bank be authorised to discuss financial arrangements with the Clerk.

**g. Financial Transactions**

**RESOLVED:** That the following transactions would be approved

**Automated Receipts**

14.09.07	TMBC 2007/08 Precept	£28,759.50
18.09.07	Mrs. Lawrence – Centenary Book Sales	£20.00
28.09.07	Nat West – Interest	£784.42
12.10.07	J Clubb Ltd - Festive Lighting Donation	£100.00
<b>Total</b>		<b>£29,663.92</b>

**Automated payments**

06.09.07	(S19)*EDF Energy Sports Hall Electric Supply 07/08	£325.00
24.09.07	(S19)*British Gas Sports Hall Gas Supply 2007/08	£114.00
<b>Total</b>		<b>£439.00</b>

**The following payments were approved (includes VAT where applicable)**

Total Building Care	(S19) Sports Hall Repairs	£12,881.53	Chq 2677
Express Keys	(S19) Sports Hall restricted master key system	£1,294.85	Chq 2678
EDF Energy	(S10) Streetlight Energy 2007/08	£619.80	Chq 2679
Kent Grassland Services	(S19) *Playing Field Maintenance 07	£446.50	Chq 2680
EDF Energy	(S10) Streetlight maintenance 07/08	£340.32	Chq 2681
E P Methodist Church	(S111) Hire of Hall	£49.23	
	(S111) Hire of Office	£289.47	£338.70 Chq 2682
Glasdon	(S111) PC Notice board	£595.28	Chq 2683
EP PCC	S26/112) Garden of Remembrance Grant	£300.00	Chq 2684
Mr. E Grenham	(S26) Allotment Expenses	£25.09	Chq 2685
Hever Landscapes	(S124/112) Village/churchyard maintenance	£600.00	Chq 2686
KCC	(S19) *Sports Hall Supplies	£66.22	
	(S111) Stationery	£14.81	
	(S15/34) Bash The Trash	£43.18	£124.21 Chq 2687
Gala Lights Ltd	(S111/144) Festive Lighting illuminations & bulbs	£3,063.93	Chq 2688
RBS Electrical Contractors	(S31)CCTV Electrical work at Merry Boys	£690.00	Chq 2689
Mrs. K Bell	(S111) Clerks Salary – Sep. 07 plus expenses less deductions	£936.21	Chq 2676/2690
Inland Revenue	(S111) salary Deductions July – October 07	£1,109.13	Chq 2691
Sweepclean	(S137) Litter Clearing September 07	£88.13	Chq 2692
Hills Office Services	(S112) Photocopier Service	£94.00	
	Printer cartridges/toner	£289.72	£383.72 Chq 2693
Secure Engineering Ltd	(S31) CCTV	£11,558.48	Chq 2694
Burlite Ltd	(S137) War Memorial Maintenance	£235.00	Chq 2695
<b>TOTAL</b>		<b>£35,630.88</b>	

\*Denotes charged to the Sports Hall PC Grant for 2007/08

9. **Correspondence**

It was reported that the following items had been received:

- a. **RBLI:** Literature from charity working in partnership with Jobcentre Plus to assist people into long term employment
- b. **Emprise Services PLC:** Change of address details
- c. **Product Information:** Received from the following
  - (i) Glasdon
  - (ii) Nationwide Access
  - (iii) Furniture International Ltd
  - (iv) Kent Messenger: Independent Schools Exhibition 2007
  - (v) Record RSS Ltd
- d. **SLCC**
  - (i) Notice of 2007 AGM
  - (ii) Clerks Toolkit CD
  - (iii) Details of SE Regional Conference to be held on 14.11.07 – copied to members
- e. **EA**
  - (i) Get Involved: River Basin Planning
  - (ii) River Basin Planning: Working Together
- f. **West Kent Highways**
  - (i) Parish Lighting Questionnaire
  - (ii) KHS News September 07
- g. **Highways:** Leaflet 'Helping you with your journeys': Planned Roadwork's
- h. **Blueprint:** The magazine of the Emergency Planning Society (Autumn 2007) – passed to Cllr Poole
- i. **KAPC**
  - (i) Parish News (September 07) – copied to members
  - (ii) Certificate in Local Council Administration: Details of 2007 course
  - (iii) Finance Information Day: Details of Course to be held on 29.10.07
  - (iv) Clean Kent: Promotional literature
  - (v) Post Office Campaign – emailed to members
  - (vi) Minutes of Area Committee meeting held on 14.06.07 (passed to Cllrs. Crawford & Crowley)
- j. **DisExtra No 665 (10 September 07) & 666 (24 September 07)**
- k. **Local Councils Update (September 07)**
- l. **Standards Board for England:** Town & Parish Standard (September 07)
- m. **Tonbridge & Malling Crime & Disorder Reduction Partnership:** Newsletter 4 – 4 copies received, 2 copies passed to Cllrs. Gardner & Street
- n. **The Kenward Trust:** New Life Newsletter, Issue 3 2007

- o. **DEFRA: Leaflet titled 'Ways to Tackle Climate Change'** – 1 copy received additional 11 ordered
  - p. **Nat West: Banking Information**
  - q. **KCC**
    - (i) Details regarding fund opportunities for children's play ideas – Passed to EPPFC
    - (ii) Post Office Ltd Consultation Network Change Programme (Kent) – copied to members
  - r. **Rural Kent**
    - (i) Oast to Coast (Autumn 07)
    - (ii) Forward Strategy 2007-2012
    - (iii) Notice of Annual Conference & AGM to be held on 22.10.07 (Passed to Cllr. Crawford)
  - s. **MVCP: Details of River Rubbish Roundup Event to be held on 20/22 October 07**
- 10. Matters for future Discussion**
- a. Members were advised that PCSO Holly Wilkes had organised an Environment Visual Audit to take place on 07 November 07 at 10.00 a.m. The meeting would convene in the Methodist Car Park and PC representatives had been invited to attend.
  - b. Oakley Homes' signs had been erected outside Stilstead Farm. The matter would be referred to TMBC Planners for investigation.
  - c. The PC had been impressed with the execution of recent works, which had been carried out by WaterLink. A letter of appreciation would be sent.
  - d. There was some confusion regarding whether or not the EA were carrying out any routine or urgent maintenance work within the village. A letter would be sent to EA seeking some clarity on the issue.
- 11. Parishioners Question Time**
- a. **To receive correspondence from Parishioners**
    - (i) It was reported that a letter had been received from a resident concerned with the junction of the B2015 Hale Street and Boyle Way. A response would be sent to the resident. It was noted that the issue was already on the spreadsheet.
    - (ii) Flytipping on the private road leading to Stilstead House. The issue had been referred to TMBC who had dealt with it.
  - b. **Parishioners Questions:** There were none
- 12. Date of Next Meeting:** Confirmed as 19 November 07

There being no additional business, the meeting closed at 23.20 hours.