

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE METHODIST OLD CHURCH HALL AT 20.05 HOURS ON MONDAY 16 NOVEMBER 2009

PRESENT: Cllrs. Ms L Baseden, P Crawford (Chairman), J. Crowley, Mrs. B. Curry, A. Gardner, B. Gress, Ms. L. Picknett, Mrs. J Macdonald, D. Poole, & T. Shead.

ALSO PRESENT: Mrs. K Bell (Clerk), Borough Cllr. Mrs. E. Holland, Community Warden. Ms. S. MacKay & 1 resident

APOLOGIES: Cllr. P Street & Borough Cllr. H. Rogers

Cllr. Crawford opened the meeting and welcomed everyone present.

1. **Declarations of Interests:** Cllrs: Crowley & Gress declared an interest in item 10f.
2. **County Councillor:** There was no report
3. **Borough Councillor**
Mrs Holland was welcomed; she drew attention to the following:
 - Owing to the flooding of the Council Chamber, the November meeting of the Parish Partnership Panel was cancelled.
 - A new Rural Affairs Panel had been established in partnership with the MVCP. The new panel would consider farming and forestry issues.
 - Mr Bull, the owner of The Hop Farm had attended a meeting at TMBC and outlined the future of The Hop Farm. It was noted that Mr Bull was keen for a hotel to be built on Hop Farm land.
4. **Community Warden**
Ms MacKay was welcomed to the meeting; Ms Mackay had prepared a report outlining her activities over the past month. The report was copied to members and **NOTED WITH INTEREST**. Ms. MacKay was praised for her work within the village since taking up her post earlier in the year.
5. **Police Liaison:** There was no report
6. **Minutes**
 - a. **Minutes of the meeting held on 19 October 2009**
Following a minor alteration to the draft minutes, it was:
RESOLVED: That the minutes of the meeting be approved and signed by the Chairman as a correct record.
 - b. **Matters Arising**
Minute 7, Co-option of Cllr. Mrs. L Picknett
Cllr. Mrs. Picknett had completed her Declaration of Acceptance of Office
Minute 6b, 2009 Village Tree Inspection
The meeting between PC and EPPFC representatives with TMBCs Tree Inspector had been postponed.

Minute 9d, Annual Parish Meeting 2010

Mr Newton and his colleague from Burlite War Memorial Restoration had confirmed their availability to be the 2010 Guest Speakers.

Minute 9j, Village Sign Restoration

The Clerk was liaising with recommended craftsmen's with a view to obtaining some suggestions and quotations for restorative and enhancement work to the village Sign.

Minute 9k, Downs Mail for East Peckham

It was reported that a response had not been received.

Minute 9m, Bag & Flag Dog Fouling Enforcement Day – 27 October 2009

Cllr. Ms Baseden in her capacity as TMBCs Dog Warden reported that there had been an improvement in the village since the event.

Minute 9n, Best Front Garden Competition

It was reported that two prizes remained unclaimed.

Minute 9o, Free Trees Application

It was reported that the application had been successful in that 25 hedging plants had been allocated towards the Primary Schools hedging project. Cllr. Crowley reported that the application submitted by the EPPFC had been equally successful.

Minute 16, Overpaid invoice to Kent Grassland Services

It was reported that no response had been received from the Primary School in respect of the amount due to Kent Grassland Services for hedge cutting at the Primary School. Consequently, the invoice payable for October had been reduced by £75 (plus VAT) and Kent Grassland Services had been asked to invoice the school accordingly.

7. Public Questions, comments or representations

a. Correspondence from residents: Attention was drawn to the following:

- Handrail over the Pinkham Footbridge. Permanent repairs were to be carried out by KCC PROW
- Pothole in Golding Gardens. KHS had been notified
- Dog Mess between Marviliion and Golding Gardens. TMBCs Dog Warden had been notified.
- A letter had been received from the East Peckham Village Hall thanking the Parish Council for the grant towards the village hall roof repairs.

b. Questions from Parishioners

A resident suggested that the Parish Council re-start the online village diary. Cllr. Poole reported that the service had been suspended as it was not used by either users of the website or by promoters of events however the service would resume if there was sufficient demand. It was suggested instead that the Library might keep a village diary and the Clerk would liaise with the librarian on this matter.

8. **Business Items**

a. **Installation of Village Bus Shelters: Lower end of Old Road**

Attention was drawn to the following:

- Queensbury Shelters had been asked to construct the bus shelter at the junction of Old Road with Crown Acres so that the solid panel faced the road and that the shelter did not impinge upon the small grassed area at Crown Acres. It was noted that sight lines should not be adversely affected.
- It was noted that although TMBC had confirmed their approval to the proposed new bus shelters, KHS had yet to respond.
- The shelters were due to be installed on 03 December 2009.
- An additional letter had been received from a resident opposing the installation of the new shelters. The contents of the letter were noted and the Clerk instructed to reply accordingly.

b. **Christmas 2009**

Attention was drawn to the following:

- The Street Singers, the East Peckham Silver Band and the Salvation Army had confirmed their availability to attend the village event on 08 December 2009.
- TMBC had issued a street collector's licence in respect of the Hospice in the Weald. It was noted that a further licence was to be issued in respect of the street collection on behalf of MND.
- EDF had issued a Festive Lighting Certificate in respect of the energy requirements for the Christmas lights.
- Donations had been received from East Peckham Post Office, Gallery 136, Clubb Quarry and The Hop Farm.

A discussion then followed on the following issues:

Christmas Tree

Cllr. Shead reported that the village Christmas tree had been ordered and that he would be able to arrange for it to be erected and to provide lights. Cllr Shead was thanked for his generosity. Whilst further options of lighting the Christmas tree were discussed; given that the costs would be in excess of £500 they were not considered.

Father Christmas

The Clerk reported that Mr. Ridley from the village stores had been asked to be 'Father Christmas' on 08 December 2009 and that 'Father Christmas' would hand out sweets or chocolate to the children.

Post Christmas Songs Event

It was reported that Mr Bearman was happy to host the annual event in the Merry Boys PH and whilst the Clerk would use the guest list from previous years, members were asked to notify her of anyone else who they felt should receive an invite. It was noted that refreshments would consist of seasonal savouries and mince pies.

Advertising

The Clerk & Cllr. Street were working on event advertising.

c. Kent International Gateway

Members were advised that the Kent International Gateway consisted of plans for a huge international freight/rail warehouse with an estimated 3,500 or more HGV movements per day from the site at Bearsted together with more than 5,000 employee vehicles. It was noted that a Public Enquiry was being held and that KCC, MBC and 14 Parish Councils were opposing the application and East Peckham PC had been asked to support the joint parish group in their fight against the application. Following a discussion, it was:

RESOLVED: Whilst sympathetic to the plight faced by Bearsted, in view of the fact that Borough Green could be considered should the plans for Bearsted fail members were of the opinion that this would have a far greater detrimental impact to the immediate locality and would therefore not support the protest.

d. Meeting Room Arrangements

A discussion took place where various options were considered including the use of Salvation Army Hall, following which it was:

RESOLVED: That whilst the present arrangements would continue the Methodist Church would be asked to set up the meeting room and to take down the tables and chairs after each meeting. The Methodist Church would also be asked to provide additional storage and to redecorate the Parish Office.

9. Planning Committee

RESOLVED: That the minutes of the meetings held on 19 October 2009 and 02 November 2009 which had been copied to members be **RECEIVED, NOTED AND APPROVED.**

10. Groups & Organisations: Reports from Representatives

a. Community & Police Working Group

Cllr. Gardner reported that the next meeting would be held during December 2009 and that there was nothing further to add to the report made at the October meeting of the Parish Council. It was noted that Cllr. Street was preparing the minutes from the October meeting.

b. Crime Prevention Partnership: There was no report

c. Parish Plan: There was no report

d. Youth Panel

A discussion took place on the possible provision of a youth shelter on the playing fields and members received details and costs of the preferred shelter. It was noted that a similar shelter had recently been constructed in Wrotham. Following the discussion, it was:

RESOLVED: That whilst the PC was in principal in favour of the youth shelter prior to any further consideration it would be necessary to:

- (i) Establish whether funding could be obtained, how much and where from
- (ii) Ascertain the ongoing annual maintenance costs including the cost of a daily litter patrol.

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- (iii) Whether responsibility for the shelter would lie with the PC or EPPFC.
- (iv) How the Youth Shelter in Wrotham had been funded and whether there had been any problems
- (v) The village youth would be expected to carry out some fundraising towards the project.

e. East Peckham Primary School

Cllr. Mrs Macdonald informed members that copies of the weekly newsletter were available from the Clerk. She also confirmed that the plans for the East Peckham Children's Centre had been aborted.

f. East Peckham Playing Fields Committee

2009/10 PC Grant: Information as at 31.10.09

It was noted that the position was as follows:

2009/10 Grant	£11,897
Less Expenditure	£8,229
Less adjustment in lieu of rent	£1
Plus Refund	£1,008
Balance of 09/10 grant	£4,675

EPPFC Financial statement as at 30.09.09

A statement was provided, summarised as follows:

Balance at 31.03.09	Credit Account	£13,764
	Deposit Account	£20,442
2009/10 Income		£9,019
2009/10 Expenditure		£19,269
Deposit Account Interest		£9
Balance	Credit Account	£10,514
	Deposit Account	£13,451

Note: £7,000 had been transferred from the Deposit a/c to the credit a/c.

Sports Hall Repairs: Chlorination Testing

It was reported that the Clerk had spoken to Thermodiffusion who believed that they had not invoiced either the PC or EPPFC for the Chlorination Testing neither had they been asked to quote for or carry out the work. Thermodiffusion would however audit past correspondence and submit a written response shortly. It was noted that the sum of £4,335 had been carried forward from 2008/09 and had been specifically earmarked towards Sports Hall Repairs.

East Peckham Playing Field Committee: Post May 2010

Following a discussion, it was:

RESOLVED: That a committee consisting of Cllrs. Crowley, Gardner, Gress and Poole together with the Clerk be set up. The committee would meet regularly and report to the Parish Council. It was noted that when the committee had firm ideas, plans and proposals for the future they would be discussed and considered by the Full Council.

g. Allotments

Attention was drawn to the following:

- Most of the existing allotment holders had renewed their rents. There were however one or two outstanding rents for which reminder notices had been issued.
- Two allotments had recently been relinquished, these had been reallocated and there were now only three people on the waiting list.

11. MVCP: Riverside Communities Project

It was reported that the finale event took place on 03 November 2009 and that enjoyable events had been held by both the pre-schools and Primary School who were entertained by animated story tellers retelling the story Wind in the Willows followed by arts and crafts.

12. The Hop Farm

Attention was drawn to the following:

- A reply had not yet been received from Mr Bull regarding the resumption of liaison meetings between the Parish Council and The Hop Farm.
- The Clerk had attended the Santa's Magical Kingdom event on 14 November, it was noted that tickets had also been allocated to Cllrs. Shead. Ms Baseden and Gardner and two tickets had been allocated by the Salvation Army.

13. BTCV: Kent Heritage Trees Project

It was reported that for two years BTCV had been running the Ashford Borough Veteran Tree Project and as the project had been successful, BTCV were now applying to the Heritage Lottery Fund for funding in order to set up a similar project throughout Kent called the Kent Heritage Trees Project. As part of the grant application process BTCV has to prove that there is support and enthusiasm from people living in the county for such a project and if the application was successful would be looking to work with KCC, Parish Councils and LA's. It was noted that all training and equipment would be provided free of charge to volunteers and Parish Councils, the Parish Council would however be required to support the project, promote it locally and to complete a project support questionnaire. Following a discussion, it was:

RESOLVED: That the Parish Council would be pleased to support the project and the Clerk would complete the project support questionnaire.

14. The Kent Men of Trees

It was reported that the Kent Men of the Trees had completed their report on the trees in the village. The report was noted with interest and specific attention was drawn to the following:

- The trees at The Pound required both basal and canopy pruning.
- The Robinis pseudo acacia was grown well and the walnut flourishing but sadly crowded out by four other trees and a telegraph pole. It would help if the cherry tree and silver birch were removed in order to give the walnut a chance to become a specimen tree.
- There were some fine trees on the playing fields but again some judicious pruning would enhance their stature.

- With regard to the Holy Trinity Churchyard, although there was a fine boundary row of limes and some good yews. One Irish yew required a restraining wire to pull one errant branch back into the truck to maintain the general shape of the tree.
- The trees at the Hale Street end of Church Lane required urgent attention.
- The Branbridges Industrial Estate was singled out for praise as it had well maintained shrubs and trees

Following a discussion, it was:

RESOLVED: That the report would be referred to TMBCs tree warden who would be asked to comment accordingly. In addition, Headland Garden Services would be asked to provide a quotation in order to carry out the maintenance work as identified within the report.

15. Finance

a. Bank Reconciliation as at 30.10.09

The information, which had been prepared by the Clerk & copied to members, was **APPROVED**. It was noted that as at 30.10.09 the balances held were; Current Account £250, Reserve Account £98,167 and Capital Account £14,563.

b. 2009 Poppy Appeal

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

RESOLVED: That the 2009/10 PC contribution would be £100.

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

Receipts

Oct/Nov	Allotment Rents	£45.00
Oct 09	KCC Bus Shelter Grant	£2,000.00
Nov 09	Christmas donations	£400.00
Total		£2,445.00

Automated payments

04.10.09	*EDF Energy Sports Hall Electric Supply 2009/10	£340.00
24.10.09	*British Gas Sports Hall Gas Supply 2009/10	£137.00
Total		£477.00

Cheque payments (includes VAT where applicable)

Mrs K Bell	Clerks Salary plus expenses less Deductions	£1,174.48	Chq 3032 3033/3034
Mr D Poole	Travel Expenses SLCC Conference	£50.48	Chq 3035
PFL	Streetlight maintenance	£293.25	Chq 3036
KCC (KCS)	*Sports Hall Supplies	£42.80	Chq 3037
Headland Garden Services	Churchyard maintenance		
	Holy Trinity	£299.25	
	Village grass cutting	£127.00	
	War Memorial	£30.00	£456.25 Chq 3038
Mr P Hartley	Litter Warden Salary: November 09	£72.00	Chq 3039
Kent Grassland Services	*Playing Field Maintenance	£419.75	Chq 3040
Brookside Garden Centre	BVFG Prizes	£60.00	Chq 3041
TOTAL		£2,569.01	

*Denotes charged to the Sports Hall PC Grant

d. **Holy Trinity Churchyard & Village Grounds Maintenance 2010/2011**

It was reported that three quotations had been received with details as follows:

Kent County Council, Landscape Services

Village	£547	
Churchyard	£1,975	TOTAL £2,522

Kent Grassland Services

Village)	
Churchyard)	TOTAL £4,140

Headland Garden Services (Existing contractor)

Village	£890	
Churchyard	£2,520	TOTAL £3,410

Notes:

- 2009/10 TMBC Grant was £4,554 in respect of both Holy Trinity and St Michaels.
- 2009/10 accepted quotation was £2,520 in respect of Holy Trinity
- 2009/10 accepted quotation was £890 in respect of the village maintenance
- Total contract price for 2009/10 was £3,410

The quotations were considered carefully, following which it was proposed by Cllr. Crawford, seconded by Cllr. Gardner and:

RESOLVED: That the 2010/11 Village and Holy Trinity Churchyard Grounds maintenance contract would be offered to Headland Garden Services.

e. **Summer Playscheme**

It was reported that TMBC had thanked the PC for financially supporting the fourth week of the 2009 Scheme and advised that although costs for the 2010 Summer Playscheme would not be finalised until the New Year it was anticipated that the financial demand upon the Parish Council for 2010 would be approximately £983.57. Following a discussion, it was:

RESOLVED: That whilst members would support the fourth week of the 2011 Playscheme, in view of the low take up of places available, the financial support would be conditional upon TMBC reducing the number of places available per week from 40 to 30 and that the estimated costs of £983.57 were reduced proportionality.

16. **Correspondence**

The following items were **RECEIVED AND NOTED:**

- Dis: Issues 720 (19.10.09) & 721 (02.11.09)
- Local Gov.co.uk: e bulletins dated: 15.10.09, 20.10.09, 22.10.09, 30.10.09 & 05.11.09,
- East Peckham Primary School: Weekly newsletters
- Government Computing Magazine (November 2009) – Passed to Cllr. Poole

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- e. Kent Association of Local Councils
 - Parish News (October 2009) - copied to members
 - Annual Report & Accounts 2008-2009
 - Volunteer Transport Scheme
 - Chairmanship Training Day
 - 2009 AGM Information (Passed to Cllrs. Crawford & Crowley)
 - Highways Agency: Planned Roadworks in the SE

- f. Product & Service Information:
 - The New Allotment Company Limited: Allotments
 - Cards for Good Causes
 - Record RSS (Play equipment)
 - Edge: Graffiti busters
 - Acacia: Groundcare Machinery
 - Lumalite: Festive Lighting
 - Pick 'n' Mix: Stage production equipment
 - Demelza House: Fundraising information
 - Rubber Scrub: Cleaner Play Surfaces (Passed to EPPFC)
 - Court Clean: Cleaner Play Surfaces (Passed to EPPFC)

- g. KCC
 - Trading Standards Alerts (including BT Scam)
 - Inside Track: Issue 148 (26 October 2009)
 - Kent Children's Trust: Playbuilder Grants 2010/2011

- h. TMBC
 - Minutes of PPP held on 10 September 2009 and cancellation notice in respect of meeting of PPP which should have been held on 05 November 2009
 - Playbuilder Funding: Information received on potential source of funding

- i. CPRE
 - Countryside Voice (Autumn 2009)
 - Kent Voice (Autumn 2009)
 - Invitation to AGM held on 13 November 2009
 - Protect Kent Diary: Autumn 2009
 - Recycling promotion

- j. Rural Kent
 - Annual Summary 2008/09
 - Oast to Coast (Autumn 2009)

- k. T & M Crime Reduction Partnership
 - Monthly Bulletin (November 2009)
 - Crime Prevention Event: Details of event held on 30 October 2009
 - Campaign to tackle crime and antisocial behaviour: Poster campaign

- l. Local Councils Update: November 2009

- m. Policing Kent 2010/13 Survey: Information received

- n. Valuation Office Agency: New assessment notice
- o. Kent Fire & Rescue Service: Making Kent Safer – Integrated Risk Management Plan 2010/2013
- p. SLCC
 - Working with your Council training information
 - Local Councils and Cheque Signatories: Proposed changes for the modern age
 - Continual Professional Development (CPD) Courses: November/December 2009
 - 2010 Conference & Training Programme
 - The Clerk (November 2009)

17. Matters for future Discussion

Attention to the following

Mobile Home at Pinkham Lane

Whilst the mobile home subject to the recent refusal of planning permission had been removed from the land, a shed and caravan remained. It was believed that the family had recently moved back and had taken up residency again on the land.

Smithers Lane

Members were advised that Smithers Lane ought to be resurfaced as a priority. The Clerk confirmed that Smithers Lane had been included for resurfacing during 2010/2011.

Members Biographies and Photographs

Members were encouraged to submit biographies and photographs for inclusion on the website ASAP.

The Harp

Members were advised that wef from 2010 the type of activities ongoing at The Harp would be subject to new licensing arrangements and it was likely that the PC would have the opportunity to comment. TMBC would be asked to clarify the new licensing arrangements and confirm whether the PC would be a statutory consultee.

Kerb outside the post office and green grocers

It was reported that several kerbstones had become loose. The matter would be referred to TMBC and KHS.

Church Lane

It was reported that there were only two drains along the entire length of Church Lane. Whilst members were aware of this and KHS had been advised on previous occasions, the matter would be referred to KHS.

Rusty posts in Old Road

Cllr. Macdonald asked whether there had been any feedback following the PCs request for them to be removed. The Clerk had advised that it was not a KHS matter and had referred the issue to TMBC.

Litter on Playing Fields

Attention was drawn to the build up of litter on the playing fields following Football Matches. It was believed that spectators were responsible. The EPPFC were aware and would advise the football clubs to ensure that litter was removed. EPPFC would also be considering the installation of an additional litter bin.

Missing PROW Sign

Cllr. Mrs Macdonald drew attention to the missing PROW sign in at Pierce Mill Lane. It was believed that the sign had been missing in excess of one year. The issue would be referred once again to KCC PROW.

Village Wide 30mph Speed limit

It was agreed that KHS and TMBC would be asked to provide some updated advice in response to the Parish Council request for a universal speed limit of 30mph to be applied throughout the village.

18. **Urgent Items:** There were none
19. **Matters for consideration in Private:** Confidential minute book refers
20. **Date and Time of next meeting:** Confirmed as 14 December 2009

There being no additional business, the meeting concluded at 22.40 hours.