

EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Mrs. K Bell
East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent, TN12 5BT
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Circulated to County and Borough Councillors and Public

10 July 2020

To all Members of East Peckham Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND a 'virtual' Meeting of the Parish Council on Monday 20 July 2020 at 7.00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/89160764150?pwd=Mlh1VWptMFk2cjl3eXd5TUFSd3FDdz09>

Meeting ID: 891 6076 4150

Password: 642797

Yours faithfully

Karen Bell

Karen Bell
Parish Clerk

NOTICE OF MEETING: Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972 and The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which enables the Parish Council to hold remote meetings (including by video and telephone conferencing) for a specified period until May next year.

AGENDA

Time Guide

- 1. Apologies for absences and absentees (19.00):** To receive any apologies.
- 2. Declarations of Interests and/or lobbying (19.01)**
Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the Agenda.
Note: *The clerk cannot advise members on this. Members are personally responsible for declaring an interest. Members are respectfully advised to read the Code of Conduct for more information. Councillors are also responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes).*
- 3. Election of Chairman for remainder of 2020/2021 Meeting Cycle (19.03)**
- 4. Reports from County Councillor, Borough Councillors, Police representatives & Community Warden if present (19.05)**

5. **To adjourn in order to enable members of the public to address the meeting (19.15)**
 - 5.1 To receive correspondence from residents
 - 5.2 To take questions from residents

6. **Full Council Minutes (19.25)**
 - 6.1 To confirm the accuracy of the minutes of the Meeting held on 22 June 2020
 - 6.2 To receive an update on any matters arising not included elsewhere on the agenda

7. **Planning and Transportation Committee (19.27)**
 - 7.1 To receive the minutes of the meeting held on 06 July 2020.
 - 7.2 Questions can be asked of the Committee Chairman
 - 7.3 Clubbs Quarry: Representatives to address members on site proposals

8. **Councillor Vacancies (19.42):** To receive information

9. **Revised Social Media Policy (19.44)**
 - 9.1 For consideration and approval (Attached)
 - 9.2 To nominate Administrators for East Peckham Parish Council Facebook Page

10. **Protocol for the holding of Virtual Meetings (19.48):** For consideration and approval (Attached)

11. **Groups & Organisations (incl. Panels, Local Organisations and Working Groups) (19.50):** Members who attended any meeting on behalf of the Parish Council will be invited to give a brief report. To include
 - 11.1 Allotments
 - 11.2 East Peckham DFC

12. **Jubilee Hall & Playing Fields (19.55)**
 - 12.1 Current Issues: To receive a report
 - 12.2 Financial Information as at 30 June 2020
 - 12.3 Bike Track: To receive information
 - 12.4 Tennis Court: To consider purchase of new net
 - 12.5 Refuse arrangements, options, and costs: To consider
 - 12.6 Jubilee Hall Maintenance Arrangements: To receive information and to consider
 - 12.7 Repairs to safety play surfaces and item of accessible equipment: To receive information
 - 12.8 Football: To consider requests for changing room renovation and communal line marking equipment
 - 12.9 Jubilee Hall Reopening: To receive information
 - 12.10 Playgrounds Reopening: To receive information
 - 12.11 Great British September 2020 Clean (11.09.20-27.09.20): To consider EPPC participation
 - 12.12 ASB: To receive information
 - 12.13 Closing of Car Park Gates: To review existing policy
 - 12.14 Playing Field Grounds and Vegetation Clearance: To consider purchase of long hedge trimmer

13. **Finance (20.15)**
 - 13.1 Bank Reconciliations as at 30 June 2020 (Attached)
 - 13.2 Bank Signatories: To consider adding additional signatories to the council's accounts
 - 13.3 Financial Transactions for Approval (To follow with briefing notes)
 - 13.4 Parish Bus Shelter Grant: To receive information
 - 13.5 Investment Opportunities: To consider

- 13.6 Football Charges for Pembury Football Club: To consider request from the club to pay a daily charge instead of a charge per match
- 13.7 Purchase of new noticeboard for Village Centre: To consider
- 14. **Correspondence (20.35):** List of items received (Attached)
- 15. **Community Resilience (20.36)**
 - 15.1 Covid-19 Update
 - 15.2 Covid-19 Lockdown Projects: To receive information
 - 15.3 Covid-19 Post Lockdown Village Celebrations: To consider
- 16. **Environmental Enhancements (20.39)**
 - 16.1 To receive information regarding current projects
 - 16.2 New streetlights at Drage Road and 80-82 Hale Street: To receive information and to consider quotations
 - 16.3 Bus Shelter at the junction of Old Road and Crown Acres: To receive information
- 17. **VJ Day 2020 (20.44):** To receive information
- 18. **2020 Christmas Lights (20.46)**
 - 18.1 2020 Christmas Lighting Display: To receive information
 - 18.2 2020 Switch On Considerations including event coordinators and fundraising
- 19. **Public Sector Geospatial Agreement (20.50):** To receive information
- 20. **2020 Garden Competition (20.51):** To receive information
- 21. **Matters for Future Discussion (20.52)**
- 22. **Matters for Consideration in Private (20.57)**
- 23. **Date and Time of next meeting (21.00):** To confirm as 21 September @ 7.00 p.m.

<https://us02web.zoom.us/j/84501602148?pwd=elVVelErM1dJeHl6ZTl5VDZtcVV3dz09>

NOTES:

- a) **The meeting is open to the press & public.**
 - b) **The Parish Council allows a short period of time at meetings of the Full Council when residents can put questions to the council. At other times the public are not able to take part in the proceedings except at the discretion of the Chairman who may at a convenient time in the transaction of business adjourn the meeting and suspend standing orders so as to allow any member of the public to address the meeting and ask questions requiring answers of a factual nature**
 - c) **Mobile phones are to be turned off during the meeting.**
 - d) **The meeting will be recorded and filmed using the Zoom platform, if you do not wish to be filmed or recorded, we recommend that you join the meeting with the camera and microphone switched off**
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PARISH COUNCIL (20.07.20): CORRESPONDENCE

The following items have been received during the period 13.06.20 – 10.07.20

- a. **TMBC**
 - (i) Licensing Activity (June – July 2020)
 - (ii) Electoral Register Changes (June and July 2020)
 - (iii) Covid 19 – Information regarding funding available to local organisations and DA Isolation Poster
 - (iv) Grants Online – Latest information on Covid 19 Funding
 - (v) Reopening Play Areas and Outdoor Gyms: Guidance
 - (vi) Refuse Collection Calendars

- b. **KALC**
 - (i) KALC CEO Bulletins
 - (ii) NALC Chief Executives Bulletins & Newsletters
 - (iii) COVID -19 Updates
 - (iv) KALC News – June 2020
 - (v) Updates regarding examples of local councils supporting their communities
 - (vi) Events – Online Learning & Development – Best Practice for Remote Working (14.07.20, 21.07.20 and 05.08.20)
 - (vii) NALC Newsletters
 - (viii)
 - (ix) Member Code of Conduct Consultation
 - (x) Kent Police Rural Task Force Report (July 2020)
 - (xi) NHS Kent and Medway CCG: community Bulletin
 - (xii) NALC Supporting Local Councils to reopen Playgrounds Safely

- c. **Miscellaneous Information:** M2 Junction 5 Improvements, Alzheimer's Association, Tom Tugendhat MP, Came and Company (Latest insights re Local Council insurance), EP United FC (Go Fund Me initiative), Playforce (Play Inspections), Scribe, Fenland Leisure (Play Inspections), North & West Kent Citizens Advice (Debt Leaflet), Local Government Insight (Domestic Abuse Forum, - 03.11.20), National Flood Forum (Bulletin July 2020), Haven Power (JH Meter Reading Request), Public Sector Executive (Nominate your Council 2020), Treadwell Surfacing

- d. **SLCC & ALCC**
 - (i) Webinar Training Sessions
 - (ii) News Bulletins
 - (iii) Letter to SoS re Covid 19 Funding Support to Local Councils
 - (iv) Information re non return of face to face meetings for the time being
 - (v) Legal cover with personal insurance
 - (vi) Consultation on new member code of conduct
 - (vii) 2020 Pay Consultations

- e. KCC: LGPS Employer Update

- f. Clerks & Councils Direct: July 2020

- g. The Clerk Magazine: July 2020

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SUPPLEMENTARY AGENDA

1. **S101 Scheme of Delegation for the Summer Recess:** To confirm (Attached)
2. **Web Domain Management:** To receive information
3. **Revised Document Retention Policy:** To consider and approve
4. **Planning and Transportation Committee**
 - 4.1 **Planning Applications:** The following is to be considered
TM20/01345/RD Details of condition 4 (watching brief) pursuant to planning permission TM/20/00771/FL (single storey rear extension and internal alterations, pursuant to larger former proposal (application no: TM/18/01912/FL) where permission was granted on 30 August 2018).
 - 4.2 **Planning Decisions:** TMBC has granted permission for the following

- TM/20/00743/LRD** Details of conditions 2 (paint removal methodology), 3 (repointing methodology) and 4 (limewash specification) pursuant to Listed Building planning permission TM/19/02980/LB (Removal of paint surface to front elevation and repainting using a lime wash) at The Orchard, 186 Hale Street, East Peckham
- TM/20/00942/TNCA** T1 Walnut – Reduce the crown of the tree by the selective removal of between 2-3 metres from the branch tips depending on the opportunities for cutting back to stable live growth in each instance. This is in practice a reduction of leaf mass of approx.. 25%, taking crown radial spread from 8-9 metres to approx. 6 metres. At Walnut cottage, 4 Bullen Lane, East Peckham
- TM/20/01039/TPOC** T1 in blue on map – sycamore on right boundary – remove epicormic growth; T2 on map – Mature Lime tree – remove major dead wood – reduce two laterals from upper to crown to bring into profile of crown – thin lower crown to tidy appearance of tree at 22 Old Road, East Peckham

5. Finance

- 5.1 VAT – Quarter 1 2020/2021:** To receive information
- 5.2 Budgetary Control – Quarter 1 2020/2021:** To receive information (Attached)

6. Correspondence: The following items have been received during the period 11.07.20-20.07/20

- 6.1 Kent County Councils – Consultation on amendments to the 2020/2021 Budget
- 6.2 Alzheimer's Society; Cancellation of 2020 Dementia Action Week
- 6.3 TMBC: Reopening of the Councils Leisure Centres
- 6.4 Arbor (Summer 2020): The journal of the Kent Men of the Trees