

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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09 October 2020

To all Members of East Peckham Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND a Meeting of the Parish Council on Monday 19 October 2020 at 7.00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/85285096624?pwd=OHozdW80WXN4aVFjaTI5NjZHQ2ppdz09>

Meeting ID: 852 8509 6624

Passcode: 408764

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 video and telephone conferencing) for a specified period

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. **Councillor Vacancies (19.03):** To receive information and to consider co-option applications
4. **Reports from County & 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 (19.30)**
 - 6.1 To confirm the accuracy of the minutes of the Meeting held on 21 September 2020
 - 6.2 To receive an update on any matters arising not included elsewhere on the agenda

7. **Planning and Transportation Committee (19.32)**
 - 7.1 To receive the minutes of the meeting held on 05 October 2020.
 - 7.2 Questions can be asked of the Committee Chairman

8. **Groups & Organisations (incl. Panels, Local Organisations and Working Groups) (19.35):** To receive information and also Parish Council representatives who attended any meeting on the Parish Councils behalf will be invited to give a brief report. To include
 - 8.1.1 Allotments
 - 8.1.2 KALC Area Committee
 - 8.1.3 KALC Clerks Conference
 - 8.1.4 Scribe fest
 - 8.1.5 SLCC Virtual National Conference

9. **Councillors Areas (19.45):** To confirm

10. **Jubilee Hall & Playing Fields (19.47)**
 - 10.1 Current Issues: To receive a report
 - 10.2 Risk Assessment & Covid-19 Update
 - 10.3 Financial Information as at 30 September 2020: To receive information
 - 10.4 Bike Track: To receive information
 - 10.5 Repairs to play surfaces and item of accessible equipment: To receive information
 - 10.6 Changing Rooms: To agree refurbishment specification
 - 10.7 Annual ROSPA Inspection: To receive information

11. **Finance (20.00)**
 - 11.1 2020/2021 Internal Audit: To receive information
 - 11.2 Bank Reconciliations as at 30 September 2020: (Attached)
 - 11.3 Financial Transactions for Approval (To follow)
 - 11.4 Investment of Reserves: To receive information and to consider an account with Cambridge Building Society or Hampshire Trust
 - 11.5 2020/2021 Mini Medics: To receive information
 - 11.6 2021/2022 Budget: To receive information

12. **Correspondence (20.20):** List of items received 12.09.20 – 09.10.20 (Attached)

13. **Community Resilience (20.22)**
 - 13.1 Covid-19 Update: To receive information
 - 13.2 EP Health and Well Being: To receive information and to consider future initiatives
 - 13.3 EP 'Loves' Lockdown 2020 Awards: To receive information and to consider
 - 13.4 Community Emergency Plan: To receive information
 - 13.5 Local Winter Management Policy (Attached)

14. **Environmental Enhancements (20.32):** To receive information regarding current projects

15. **2020 Christmas Lights (20.35):** To receive information

16. **What 3 Words (20.38):** To receive information

17. **Community Engagement – New Initiatives (20.40):** To receive information and to consider

18. **Matters for Future Discussion (20.45)**

19. Matters for Consideration in Private (20.55)

20. Date and Time of next meeting (21.00): To confirm as 16 November 2020 @ 7.00 p.m.

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 (19.10.20): CORRESPONDENCE

The following items have been received during the period 12.09.20 – 09.10.20

- a. TMBC**
- (i) Licensing Activity (September/October 2020)
 - (ii) Electoral Register Changes (September 2020)
 - (iii) Electoral Commission Boundary Review: Advance Notification – consultation detail to follow
 - (iv) Economic Regeneration Consultation
 - (v) Solar Together Kent Scheme
 - (vi) Severe Weather Advisory Group: Wet weather updates
 - (vii) Joint Standards Committee – Agenda for Meeting 12.10.20 (Apologies sent from EPPC)
- b. KALC**
- (i) KALC CEO Bulletins
 - (ii) NALC Chief Executives Bulletins & Newsletters
 - (iii) COVID -19 Updates
 - (iv) NALC Newsletters
 - (v) T & M Area Committee – Agenda for meeting held on 01 October and minutes from meeting held on 23 July 2020
 - (vi) Policing and Road Safety Survey
 - (vii) Right to Contest Survey
 - (viii) Kent Resilience Forum: EU Transition Threat and Risk Assessment
 - (ix) NHS Kent and Medway CCG: Your Community news for September 2020
 - (x) KCC Trading Standards Update on group contact details for Test and Trace
 - (xi) National CSSC Green Message – NFIB Cyber Bulletins (23.09.20 and 06.10.20)
 - (xii) KALC News (September 2020)
 - (xiii) KALC Virtual Events
 - 01 October 2020 - Area Committee
 - 05 November and 03 December 2020 – Dynamic Councillor
 - 14 October – Finance Conference
 - Bitesize Courses (Nimble) – Various dates and topics
- c. Miscellaneous Information:** M2 Junction 5 Improvements, Tom Tugendhat MP, Came and Company (Latest insights re Local Council insurance, Scribe, PW CAC (AGM Notification), Scribe (Scribe fest Online Training), BHIB (Parish Council Insurance)
- d. SLCC & ALCC**
- (i) Webinar Training Sessions
 - (ii) News Bulletins
 - (iii) Annual General Meeting Information
 - (iv) National Conference Information
- e. KCC: Friends Against Scams Initiative**