

EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Mrs. K Bell
East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent, TN12 5BT
Telephone: 01622 871309, Web: www.eastpeckham-pc.gov.uk,
Email: admin@eastpeckham-pc.gov.uk, Twitter @EastPeckhamPC

08 January 2021

To all Members of East Peckham Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND a Meeting of the Parish Council on Monday 18 January 2021 at 7.00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/84876682799?pwd=WVJPWTdJQ2paK2pZbSszd0dOSGRiZz09>

Meeting ID: 848 7668 2799

Passcode: 921568

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
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 Meetings held on 14 December 2020
 - 6.2 To receive an update on any matters arising not included elsewhere on the agenda
7. **Finance Committee (19.32)**
 - 7.1 To receive the minutes of the meeting held on 04 January 2021
 - 7.2 2021/2022 Budget and Precept: To formally approve the recommendation of the finance Committee for the Parish Councils expenditure for 2021/2022 to be set at £187,565 which requires a precept of £146,000.
8. **Planning and Transportation Committee (19.34)**
 - 8.1 To receive the minutes of the meeting held on 04 January 2021.
 - 8.2 Questions can be asked of the Committee Chairman
9. **Groups & Organisations (incl. Panels, Local Organisations and Working Groups) (19.36):** 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.
10. **Community Resilience (19.41)**
 - 10.1 Covid-19 Update: To receive information
 - 10.2 EP Community Volunteer Help Scheme: To receive information
 - 10.3 Community Resilience
 - 10.3.1 Flood Action Group: To receive information
 - 10.3.2 Flood Wardens: To receive information
 - 10.3.3 Kent Flood Forum: M. Barton and D. Seal to report
11. **2020 Christmas Lights (19.50):** To receive information
12. **Environmental Enhancements (19.55)**
 - 12.1 Old Road Bus Shelter Reinstatement: To receive information
 - 12.2 Streetlighting: To receive information
 - 12.3 Allotment Land: To receive and consider new information
 - 12.4 EPPC Climate Change Strategy: To receive information and to consider an EPPC Climate Change Action Plan and to declaring a Climate Emergency
 - 12.5 Public Conveniences: To receive information
13. **KALC 2021 Community Awards (20.07):** To consider award nominees
14. **Finance (20.10)**
 - 14.1 Bank Reconciliations as at 31 December 2020:
 - 14.2 Financial Transactions for Approval
 - 14.3 Grants to Groups and Organisations: To consider 2020/2021 Donations
 - 14.4 Review of Earmarked Reserves
 - 14.5 2020/2021 Budgetary Control – Quarter 3: To receive information
 - 14.6 2020/2021 Refund of VAT – Quarter 3: To receive information
 - 14.7 2020/2021 Interim Independent Audit: To receive information
15. **Review of East Peckham Loyalty Scheme (20.20):** To consider
16. **Jubilee Hall & Playing Fields (20.25)**
 - 16.1 Current Issues: To receive information
 - 16.2 Risk Assessment & Covid-19 Update: To receive information
 - 16.3 Financial Information as at 31 December 2020: To receive information
 - 16.4 Bike Track: To receive information

- 16.5 Repairs to play surfaces and item of accessible equipment: To receive information
- 16.6 Changing Rooms: To receive and agree information regarding refurbishment specification and to agree works budget
- 16.7 Fence bordering 22 Pippin Road and Jubilee Hall Car Park: To consider repairs

- 17. **Correspondence (20.40):** List of items received 05.12.20 – 08.12.21 (Attached)

- 18. **Matters for Future Discussion (20.41)**

- 19. **Matters for Consideration in Private (20.46)
Staffing Review**

- 20. **Date and Time of next meeting (21.00):** To confirm as 15 February 2021 @ 7.00 p.m.
(Change from 22 February 2021)

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 (18.01.21): CORRESPONDENCE

The following items have been received during the period 05.12.20 – 08.01.21)

- a. **TMBC**
- (i) Licensing Activity (/December 2020 / January 2021)
 - (ii) Severe Weather Advisory Group: Severe weather updates
 - (iii)
- b. **KALC**
- (i) KALC CEO Bulletins
 - (ii) NALC Chief Executives Bulletins & Newsletters
 - (iii) COVID -19 Updates
 - (iv) NALC Newsletters
 - (v) KALC News (December 2020)
 - (vi) Local Government Bulletins
 - (vii) Highways England - M 20 updates
 - (viii) Media Release – Kent Resilience Forum – Op Fennel Plans
 - (ix) Guidance for safe use of council building
 - (x) Information regarding National Leisure Recovery Fund (Local Councils cannot apply directly to the fund, their application must come from the eligible local authority with the local council identified as an outsourced operator to the local authority)
 - (xi) Kent Prepared Newsletters
 - (xii) Climate Adaption Survey for Kent and Medway
 - (xiii) Agenda for KALC T & M Area Committee Meeting – 10.12.20
 - (xiv) Kent Police – Ransomware: Malware alerts
 - (xv) KCC Media Release
 - Covid-19 Asymptomatic Testing sites in Kent
 - Cold Weather Warnings
 - a
 - (xvi)
 - (xvii) Copy of letter sent to The Rt Hon Robert Jenrick S0S for housing Community and local Government regarding a Covid-19 Financial Support Package for Local Councils
 - (xviii) Virtual Events
 - An introduction to planning – 12 and 29 January 2021
 - Getting in front of the camera – 14 and 28 January 2021
 - Bitesize Courses (Nimble) – Various dates and topics
 - Volunteering (Ashford Volunteer Centre) – 13.01.2021
- c. **Miscellaneous Information:** Tom Tugendhat MP, Came and Company (Latest insights re Local Council insurance, Scribe, BHIB (Parish Council Insurance), Kompan (Play equipment),
- d. **SLCC & ALCC**
- (i) Webinar Training Sessions
 - (ii) News Bulletins
- e. **KCC**
- (i) Local Government Pension Scheme – Latest information
 - (ii) Kent Active Travel Consultation
- f. **The Clerk Magazine** (January (2021)