

EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Mrs. K Bell
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Circulated to County and Borough Councillors and Public

14 May 2021

To all Members of East Peckham Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the Annual Meeting of the Parish Council which will be held in the Curran Hall at the Methodist Building, Pound Road, East Peckham on Monday 24 May 2021 at 7.00 p.m.

Yours faithfully

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. The Meeting is open to the press and public.

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 2021/2022(19.02)**
- 4. Election of Deputy Chairman for 2021/2022 (19.04)**
- 5. Councillor Vacancies (19.06):** To receive information

6. **Reports from County Councillor, Borough Councillors, Police representatives & Community Warden if present (19.08)**
7. **To adjourn to enable members of the public to address the meeting (19.18)**
 - 7.1 To receive correspondence from residents
 - 7.2 To take questions from residents
8. **Full Council Minutes (19.33)**
 - 8.1 To confirm the accuracy of the minutes of the meeting held on 19 April 2021
 - 8.2 To receive an update on any matters arising not included elsewhere on the agenda
9. **Planning and Transportation Committee (19.35):**
 - 9.1 **Minutes from Meeting held on 10 May 2021:** The minutes to be received and noted; questions can be asked of the Committee Chairman
 - 9.2 **Planning Applications:** The following is to be considered
TM/21/01139/FL Two storey side extension at 14 Henham Gardens, East Peckham
10. **Finance Committee (19.37)**
 - 10.1 To receive the minutes from the meeting held on 10 May 2021
 - 10.2 To receive the 2020/2021 final report from the Internal Auditor.
 - 10.3 To approve the Committee recommendations including the formal approval ratification of Sections 1 (Annual Governance Statement) and 2 (Statement of Accounts) of the Annual Governance Accounting Return
11. **Committee Structure (19.42):** The following are to be considered
 - 11.1 Review of existing committee and working group structure
 - 11.2 To consider the creation of new committees and working groups
 - 11.4 Appointment of members to committees and working groups
 - 11.1 Review of Delegation Arrangements
 - 11.2 Review of terms of reference for committees
12. **Annual Review of Standing Orders (19.47)**
13. **Annual Review of Financial Regulations (19.48)**
14. **Land and Assets Annual Review (19.49)**
15. **Review of Insurance Arrangements (19.50)**
16. **Review of Subscriptions (19.51)**
17. **Review of Policies and Procedures (19.53)**
18. **Councillors Areas (19.54):** To review

- 19. Local Groups & Organisations (19.56)**
- 19.1 Members who attended any meeting on behalf of EPPC will be invited to give a brief report
 - 19.2 Arrangements for reporting back to EPPC: To confirm
 - 19.3 2021/2022 Representation on Local Groups & organisations: To Confirm
- 20. Jubilee Hall & Playing Fields (20.00)**
- 20.1 Current Issues: To receive an update
 - 20.2 Vaccination Centre: To receive information and to consider extending use of the Jubilee Hall until November 2021
 - 20.3 Farmers Market: To consider (Item requested by S. Watson)
 - 20.4 Maintenance and Facility Upgrades: To receive and consider recommendations from Working Group
 - 20.5 Financial Information as at 30 April 2021: To receive information
 - 20.6 Bike Park: To receive information
 - 20.7 CCTV: M. Williams to report
 - 20.8 Eco Green Community – Consideration of purchase of environmental stations to tackle dog fouling and littering: Deferred from April 2021
 - 20.9 Proposed installation of footpath around the perimeter of the playing field and / or the widening of the existing footpath from the car park to the Primary School: To consider
- 21. Finance (20.20)**
- 21.1 2020/2021 Audit: To receive information
 - 21.2 Bank Reconciliations as at 30 April 2021 (To follow)
 - 21.3 Annual Review of Allotment Rents: To consider deferral
 - 21.4 Budgetary Control as at 31 March 2021: To receive information
 - 21.5 VAT Outturn Statement as at 31 March 2021: To receive information
 - 21.6 The Cambridge Building Society: Notification received that internal checking process had identified the need for an amendment.
 - 21.7 Financial Transactions for Approval (To follow)
- 22. Environment Enhancements / Community Infrastructure (20.30)**
- 22.1 Allotment Land: To receive and consider new information
 - 22.2 Public Conveniences: To receive information
 - 22.3 Climate Change: T. Fryer, D. Seal and M. Williams to report
 - 22.4 Village Planting (Summer Hanging Baskets): To receive information
 - 22.5 Streetlighting
 - 22.5.1 Maintenance: To consider new contract or transitioning to re-active basis
 - 22.5.2 Electrical Testing: To receive an update
 - 22.5.3 New Streetlight at Drage Road: To receive information
- 23. Community Resilience - EP Property Flood Relief Scheme (20.40):**To receive information

24. **2021 Annual Parish Meeting (20.41):** To receive information
25. **2021 Best Village Front Garden Competition (20.43):** To consider
26. **2021 Christmas Lights (20.45):** To receive information
27. **NALC Star Councils Awards 2021 (20.47):** To consider
28. **Twining (20.48):** To consider future events including commemorative event to mark the 10th Anniversary of East Peckham being twinned with Chereng
29. **Matters for Future Discussion (20.50)**
30. **Matters for Consideration in Private (20.55)**
2 Items
31. **Date and Time of next meeting (21.00):** To confirm as 21 June 2021 @ 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 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.
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PARISH COUNCIL (24.05.21): CORRESPONDENCE

The following items have been received during the period 09.04.21 – 23.05.20

a. TMBC

- (i) Licensing Activity (April / May 2021)
- (ii) Housing Services: SWEP Activation Alerts
- (iii) Electoral Register Changes (April 2021)
- (iv) TM Youth Forum – We Are with You Event (20.05.21)

b. KALC

- (i) KALC CEO Bulletins
- (ii) NALC Chief Executives Bulletins & Newsletters
- (iii) Programme of Events – Spring 2021
- (iv) High Court Verdict re Virtual Meetings
- (v) DCMS Rural Broadband Consultation
- (vi) Training Opportunities
- (vii) National CSSC Green Message – NCPHQ UK Protect Bulletin (04 May 2021)
- (viii) Scam Alert – Self Employment Income Support Scheme
- (ix) Mental Health Awareness Week
- (x) Rural Broadband Consultation
- (xi) KALC News (April 2021)

c. Miscellaneous Information: Living Wage Foundation, Tom Tugendhat MP, Dementia Friends, Hospice in the Weald, Came and Company, PWCAC British Gas (Consumer Advice), UMIDB, Glasdon, Kent Film Office (Raise the Roof Productions – My mortgage free home series 2)

d. SLCC

- (i) Webinar Training Sessions
- (ii) News Bulletins

e. The Clerk Magazine (May 2021)

f. Clerks & Councils Direct (May 2021)