

MINUTES OF A VIRTUAL MEETING OF THE PARISH COUNCIL HELD AT 7.00 P.M. ON MONDAY 19 APRIL 2021

PRESENT: M. Barton, D. Fairless, M. Ferguson, T. Fryer, S. Milburn, S. North, S. Watson & M. Williams

ALSO, PRESENT: K. Bell (Clerk), Borough Cllrs. H. Rogers & J. Anderson, S. Hudson (KCC Candidate), 2 residents

APOLOGIES: J. Bates, D. Seal & Ms. J Sergison (Borough Cllr)

Notice of Meeting: Public Notice of the meeting given in accordance with schedule 12, Para 10(2) of the LGA 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 enabled the Parish Council to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021.

M. Barton opened the meeting and welcomed all present.

085/21 **Declarations of Interests and/or lobbying:** S. Watson declared an interest in item 101/21.3 (her son was a current Year 6 pupil).

086/21 **Cllr Vacancies:** 1 vacancy which could be filled by co-option.

087/21 **Borough Councillors & County Councillor Candidate**
H. Rogers & J. Anderson were welcomed to the meeting, they provided an update regarding TMBC's refuse contract with Urbaser, Area 2 Planning Committee & littering issues. M. Barton & T. Fryer drew attention to specific issues they were concerned about which J. Anderson would refer to TMBC's Officers.

S. Hudson was welcomed to the meeting. M. Barton observed she was driving and whilst she was using 'hands free' technology, he invited her to stop her vehicle and then join the meeting. M. Williams asked a question on speeding and was advised that EPPC should ensure that the matter was included on its HIP. This had been agreed by P & T on 12.04.21.

088/21 **Correspondence from residents**

- Request include a speed limit reduction on Tonbridge Road within 2021 HIP. Considered by P & T on 12.04.21.
- Concerns received from resident in respect of pavement license for Coffee & Wine Bar and request for EPPC to consider a 20-mph speed limit in the village centre. Considered by P & T on 12.04.21. Thanks, received from resident for the issues being considered by P & T on 12.04.21.

Signed Chairman:

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- 089/21** **Questions from residents:** There were none
- 090/21** **Full Council**
- 090/21.1** **Minutes of the Meetings held on 15 March 2021 and 12 April 2021:** It was proposed by S. North, seconded by S. Watson and:
RESOLVED: That the minutes be approved and signed by the Chairman as a correct record.
M. Williams questioned the lawfulness of council decisions since he joined the council two years previous. M. Williams was informed that the procedure, policy, and protocol regarding council decision making had not changed and that all decisions made by the council were lawful. M. Williams requested further clarification for the next meeting.
- 090/21.2** **Matters Arising not included elsewhere on the agenda:** There were none.
- 091/21** **Planning and Transportation Committee:** The minutes from the meeting held on 12 April 2021 were **RECEIVED AND NOTED**; no questions were asked of the Committee Chairman.
- 092/21** **Groups & Organisations:** EPPC representatives who attended any meeting on EPPC's behalf not covered elsewhere on the agenda were invited to give a brief report.
- 092/21.1** **KALC AGAR Seminar (30 March 2021):** The Clerk attended the event; it was a useful opportunity to engage with KALC's Finance expert and receive refresher training which would be helpful in the completion of the 2021 AGAR.
- 092/21.2** **EP DFC Meeting (12 April 2021):** S. Watson reported and drew attention to the following:
- 17-23 May 2021 would be dementia action week, planned activities included a village wide Forget Me Knot display by participating residents, a bug hunt, and a cake sale
 - The next DFC awareness training session would be held on 16 June 2021.

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093/21 Community Resilience – Covid 19

093/21.1 Update: Daily updates and briefings received from KALC and NALC. EPPC regarded as a council working at exceptionally high standards.

093/21.2 EP Volunteer Help Scheme: The scheme had been wound down. New requests for help or assistance would be referred to the C. Warden.

093/21.3 Vaccination Centre: The vaccination centre was extremely well run. Due to the national vaccine shortage, there had been a break, but it was expected to be back in operation as soon as another supply of vaccine had been delivered. So far almost 6,000 doses of the vaccine had been administered at the JH.

It was noted that an unexpected outcome had been an increase in high ratings and positive comments posted on the JH Google Business page since February 2021, i.e., 46,349 people found The JH on google, 1,888 asked for directions (+4,620%) and 275 people visited the EPPC website (+709%)

094/21 Environmental Enhancements

094/21.1 Allotment Land: No new information received.

094/21.2 Climate Change Strategy: T. Fryer reported and drew attention to the following

- He and M. Williams were hoping to complete the Climate Action Plan asap.
- Interest received from 2 residents.

094/21.3 Public Conveniences: Attention was drawn to the following

- Contracts signed and returned to TMBC in readiness for exchange and completion
- Land and building transfer scheduled to complete on 01 May 2021 when money would be transferred to EPPC's bank account.
- SHS had confirmed that they would be providing EPPC with a cleaning service effective from 01 May 2021 thus ensuring the smooth transition from TMBC to EPPC.

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-5382-

- Site visit urged prior to completion to ensure EPPC was completely happy
- Arrangements being made for keys to be formally handed over to EPPC.

094/21.4 Streetlight Infrastructure: At the March meeting, a decision on this item was deferred pending additional information which had now been received from the streetlight contractor. Attention was drawn to the following:

- The monthly maintenance fee of £235.00 retained PSR Lighting on a contract basis which allowed EPPC to call them out when any assets were not working at no extra fee and covered all items included in the maintenance contract.
- If EPPC felt that a monthly contract was not the way to go anymore then PSR Lighting could offer a re-active service whereby invoices would only be raised for call outs EPPC required them to attend. It was noted that the current standard call out rate was £195.00 plus materials at cost plus 25%. In essence the current monthly fee of £235.00 covered approximately 1 call out per month.
- In the past 12 months PSR Lighting had been called out 11 times. On a re-active basis, it had been estimated that the yearly cost would have been £2,750.00 including assumed materials. So, EPPC's yearly figure of £2,820.00 was very close to an estimated re-active approach.
- Feedback from visits moving forward was not a problem as EPPC could receive the information the operatives wrote on their task instructions.
- Regarding electrical testing, it was a requirement that EPPC needed to do every 6 years and at the same point PSR Lighting would carry out a visual inspection of the internal and external base of each column. They would also give clear the internal base of any dust and insects that tended to nest causing damage, plus they would grease the column door locks.
- PSR Lighting had indicated that the lamps would be getting to the point when they would need to be changed and generally other clients usually did this out at the time as the electrical testing.

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-5383-

Based on EPPC's inventory of 68 lighting columns the costs would be as follows:

Electrical testing @ £24.96 each = £1,647.36

Supply and replace lamp @ £29.32 = £1,935.12

The rate would be reduced if EPPC carried out testing and re-lamping at the same time.

Following a discussion, it was proposed by S. North, seconded by S. Watson and by a show of hands:

RESOLVED: That PSR would be asked to proceed with the electrical testing.

It was further

RESOLVED: That the lamp changing be deferred.

It was further:

RESOLVED: To ask PSR to provide updated costing information thus enabling EPPC to decide upon a new contract

094/21.5 VE Day 2021: M. Barton shared with members information he had received regarding promotional items available from the Royal British Legion who were celebrating their 100th year and which would be available in time to commemorate VE Day 2021. Following a discussion, it was proposed by S. Watson, seconded by M. Barton and by a show of hands:

RESOLVED: That rather than purchase promotional items, EPPC would instead send a donation of £100.00 to the Royal British Legion.

096/21 Bank Reconciliations as at 31 March 2021: The reconciliation statements which had been prepared by the Clerk and copied to members were **RECEIVED, NOTED AND APPROVED**. It was noted that the bank balance was £265,566.75 (Nat West £233,195.19, Unity Trust £32,371.56 plus investments of £85,000 held with Cambridge Building Society). The bank and reconciliation statements would be signed by the chairman.

097/21 Financial Transactions for Approval: The following transactions were approved.

Receipts 01.03.21 – 31.03.21

Nat West Interest	£2.10
Hall Hire	£101.50
TOTAL	£103.60

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-5384-

Direct Debits

Haven Power	S136	Streetlight energy	£241.14
Haven Power	S19	JH Energy	£81.00
Castle Water	S19	Water Rates J. Hall	£15.59
Castle Water	S19	Water Rates Allotments	£7.38
BT	S111/112	Parish Office Telecoms	£128.75
Unity Trust	S111/112	Bank Charges	£30.15
TOTAL			£504.01

Payments

Tree Cycle	S19	Village Trees	£432.00 301530
Decode IT	S111/112	IT Repairs	£250.00 301531
KALC	S111/112	Training	£102.00 301532
TMBC	S111/112	Printing	£43.69 301533
Splashleys	S136	JH Maintenance	£180.00 301534
Mr M Revell	S19	Minor village maint	£300.00 301535
Mr C Jewhurst	S137	Litter Clearing	£39.36 301536
Miss D Jenner	S19	JH Janitorial exps	£26.00 301537
KCC	S19/111/112	JH Supplies & Stationery	£128.84 301538
KCC	S19/111/112	JH Supplies	£28.80 301539
KCC	S19/111/112	JH Supplies	£86.94 301540
SOS Recycling	S19	Refuse Disposal	£120.00 301541
Business Stream	S19	JH Water Rates	£539.39 301542
Multiprint Digital	S137	Signs Vac. Ct & Kiosks	£2,265.60 301543
Mrs K Bell	S111/112/19	Admin Expenses	£55.84 301544
Mrs K Bell	S111/112	Clerks Salary	£2,137.95 301545
Miss D Jenner	S19	JH Janitorial	£500.00 301546
Mr P Kent	S19	PF Janitorial	£500.00 301547
Mr M Hayes	S137	LW salary	£170.56 301548
HMRC	S111/112	Salary Deductions	£891.94 301549
Starboard Systems	S111/112	Accounting Software	£500.00 301550
DM Payroll Svcs	S111/112	Payroll Provision	£132.00 301551
Vison ICT	S111/112	Website hosting, data backup, support, SSL renewal & domain renewal	£1,506.00 301552
PSR Lighting	S19	Streetlight Maintce	£282.00 301553
Kent Grassland	S19	PF Maintce	£396.00 301554
PC Matters Ltd	S111/112	Office 365	£86.76 301555
KALC	S111/112	Subscription	£1,181.26 301556
Mr M Edwards	S136	Churchyard & Village Maint	£1,788.00 301557
EP Building Svcs	S19	JH Building Maint	£12,662.40 301558
KCC	S19/111/112	JH Supplies	£38.70 301559
PSR Lighting	S19	Streetlight Maintce	£282.00 301560
Living Wage Found	S111/112	Subscription renewal	£72.00 301561
Starboard Systems	S111/112	Booking Software	£216.00 301562
Mr S Tompsett	S19	Fencing Pippin Rd	£1,560.00 301563
TOTAL			£29,502.03

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098/21 2021/2022 Subscription Renewals: Following a discussion, it was proposed by S. Watson, seconded by S. North and by a show of hands:

RESOLVED: That the following subscriptions would be renewed.

Living Wage Foundation	£72.00
KALC	£1,181.26

It was further

RESOLVED: That EPPC would re-join ACRK at the cost of £80.00 per annum.

099/21 Scribe Accounting Software – Booking System Upgrade: It was reported that EPPC currently used accounting software provided by Scribe and a booking system provided by Avalon. The suite of software packages provided by Scribe now included an integrated booking system which would enable EPPC to send invoices by email and would be able to offer customers the opportunity to make online payments. The cost of the add on package would usually be £348 per annum but because the Clerk had participated in a trial of the software EPPC had been offered the software at the reduced cost of £180.00. Whilst this was more than the Avalon Software at £60.00 per annum, EPPC would have the opportunity to provide a better service to its customers whilst at the same time make efficiency savings by reducing administrative costs. Following a discussion, it was proposed by M. Williams, seconded by S. Watson and by a show of hands:

RESOLVED: That the Scribe booking system be purchased.

100/21 TMBC Grants

100/21.1 Christmas Lighting: TMBC had confirmed the availability of a grant of £479.50 for the 2021 Christmas Lighting Display.

100/21.2 Local Restrictions Support Grant (LRSB): TMBC had confirmed the renewal of EPPC's LRSB Grant. TMBC had also provided clarification on how the £95.00 payment received in February 2021 was calculated. It was in respect of 2 days Tier 4 LRSB for a premise with a rateable value of £15k or below. It was noted that Tier 4 payments for qualifying premises was £667 every 14 days and as Tier 4 was 16 days an additional pro-rata payment of £95 was received. TMBC had confirmed that whilst the JH was closed to "walk in users" and in operation as a Vaccination Centre, EPPC's eligibility remained.

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101/21

Funding Requests for Consideration

101/21.1 Holy Trinity Churchyard Wall: Application withdrawn. Rev. Carr had advised that the recent Just Giving Campaign had raised over £2,000 and generated many offers of free reconstruction help to the extent that additional funding assistance from EPPC might not now be required.

101/21.2 TMBC 2021 Y2 for Children and Young People: Seeking funding or in-kind contribution towards 2021 programme of summer activities. Following a discussion, it was by a show of hands:
RESOLVED: That the application be declined on the basis that EPPC was already funding many activities for young people in East Peckham.

101/21.3 YR 6 Mini Medics: Members recalled that during 2020/2021 EPPC had approved funding for the Year 6 Mini Medics Course. Due to Covid this would not now go ahead, and instead EPPC might instead wish to divert this funding of approx. £500 towards an alternative YR6 activity. Following a discussion, it was proposed by D. Fairless, seconded by M. Williams and by a show of hands:
RESOLVED: That in lieu of mini medics, EPPC would fund a 2021 Year 6 Leavers Activity to the value of £500.00.

102/21

East Peckham Loyalty Scheme: Following a discussion, it was proposed by M. Barton, seconded by S. North and by a show of hands:

RESOLVED: That this matter be deferred pending proposals which were due to be submitted by the Village Butcher for the council to consider.

It was further

RESOLVED: That the existing loyalty scheme would be suspended and anyone holding a loyalty card with one or more stamps on it would be invited to return them to the parish office by 01 May 2021 when they would be entered into a prize draw.

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103/21

Jubilee Hall & Playing Fields

103/21.1 Current Issues

Boiler: M. Williams reported that the problem had not quite been resolved as the system needed to be cleared. Following a discussion, it was proposed by S. Watson, seconded by M. Barton and by a show of hands:
RESOLVED: That this work be undertaken at the cost of £480.00.

Hot Water: M. Williams reported that the immersion had been replaced and the hot water now worked. It was noted that the immersion heater was permanently switched on and ideally needed to be connected to the gas system or have a timer fitted. Following a discussion, it was proposed by M. Barton, seconded by M. Ferguson and by a show of hands:
RESOLVED: That this would be progressed by the WG.

Lighting: M. Williams reported that the external lights had been reset to coincide with summer daylight hours.

Refuse: Following the removal of the skip at least 10 – 12 sacks of refuse were left behind which were then collected by SOS Recycling. It was noted that during weeks commencing 05 April and 12 April at least a wheelie bin of refuse was collected by the litter warden and JH Janitors, some of which was removed at no charge to EPPC by TMBC's refuse operatives. It was noted that as at 19 April 2021, Veolia had not delivered the container and alternative arrangements were having to be made for the disposal of refuse from the JH and Playing Fields.

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-5388-

Roundabout: Ordered. Delivery and installation expected to take place in June.

Survey: To be progressed by the WG.

103/21.2 Changing Rooms refurbishment: Completed and inspected by the WG. M. Williams drew attention to some snagging issues.

103/21.3 JH Maintenance: D. Fairless reported that he had put on Facebook a post advertising for maintenance and electrical operatives and that the WG had been pleased with the interest generated. The WG would now be following up the expressions of interest by sending the interested parties a questionnaire. Following a discussion, it was by a show of hands: **RESOLVED:** That the WG would report back to the next meeting with recommendations for council consideration.

103/21.4 Bookings

103/21.4.1 Baby and Toddler Group: Would be operating from an alternative village venue whilst the vaccination centre was set up and in operation.

103/21.4.2 Rainbows: Would not be returning following the pandemic.

103/21.4.3 Tennis: An enquiry had been received from someone who wished to use the tennis courts at specific times each week from June half term to provide both adult and children's activities. Members were asked to consider the reservation of the tennis court and a charging structure. D. Fairless stated that he felt that tennis for children was of a social benefit and he would be reluctant for EPPC to charge for children's activities. Following a discussion, it was proposed by S. Watson, seconded by D. Fairless and by a show of hands:

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-5389-

RESOLVED: That the use of the tennis courts would be offered on a reserved basis.

It was further

RESOLVED: That there would be no charge for the children's activity and a £5.00 hourly charge for the adult activity.

It was further

RESOLVED: That other facilities could be made available at separately negotiated charges.

103/21.5 Jubilee Hall Upgrades: Now that the changing room refurbishment had been completed, the Chairman and Clerk had discussed further upgrades which the council could consider carrying out at the JH which would enhance the councils offering and improve the customers enjoyment of the facilities whilst at the same time hopefully encouraging more users to the both the hall and meeting room following the pandemic. The following suggestions were made for future consideration:

- Internal and external decoration
- Upgrade lighting and ventilation in the sports hall
- Upgrade the kitchen and white goods.
- Recondition sports hall flooring.
- Car park maintenance

D. Fairless suggested that the widening of the footpath over the playing fields towards the Primary School should also be included as a future project.

103/21.6 Defibrillator: The defibrillator battery was running low. The supplier had confirmed that the battery should have a life expectancy of 4 years and should be replaced free of charge.

103/21.7 Fence at 22 Pippin Road: This had been replaced, unfortunately, however at an additional cost of £140 as two posts were found to be loose which had not included in the original quotation of £1,420.

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103/21.8

Risk Assessment & Covid-19 Update

- Risk assessments up to date, weekly visual checks undertaken to external & internal areas.
- Covid-19 specific Risk Assessment undertaken in respect of the play areas and outdoor gym. Advisory notices installed.
- Covid-19 specific Risk Assessment undertaken in respect of JH; following measures in place:
 - One way system in operation
 - Hand sanitising stations installed.
 - Signage installed inside and outside JH.
- Government guidance being complied with.
- The JH had been registered with the NHS Track and Trace Service and a QR code produced enabling users and visitors to 'check in'.
- The Insurers had confirmed that the JH was Covid compliant in all respects and that there were no insurance implications for EPPC whilst the JH was in operation as a Vaccination Centre.
- Risk Assessments had been examined in December 2020 by the IIA and would be again as part of the final IIA for 2020/2021.
- The Annual Inspection of the Fire Safety Devices was due in the summer.
- The JH had undergone a recent Fire Safety inspection. M. Barton and K. Bell were present. Whilst the report and invoice had not yet been received the inspection went exceptionally well, the main recommendation being that EPPC install newer fire safety notices which had been obtained.
- The fire alarm system was tested recently and functioned correctly.

103/21.9

Financial Report as at 31 March 2021

Fund carried forward from 2019/2020	£59,251
Plus 2020/2021 Receipts	*£13,671
Playing Field Maintenance	£14,500
Building & Asset Maintenance	£15,000
Jubilee Hall Upgrade	£3,600
Car Park Maintenance	£2,500
JH Staffing Budget	£11,500
Outdoor Equipment Repairs	£7,500
Outdoor Equipment – New	£4,500
NNDR	£5,900

TOTAL BUDGET
£137,922

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-5391-

**Notes:*

- *Not including value of PC approved subsidized use of the JH Complex and Playing Fields*
- *Not including use of office and meeting room by EPPC similar facilities on the open rental market would cost approximately £12,500 p.a.*
- *A long-term user was experiencing financial difficulties, the Clerk is working with the user to ensure that the account is brought up to date as quickly as possible.*

LESS 2019/2020 EXPENDITURE

JH Running Costs	£10,014
Deposit refunds	£50
Playing Field Maintenance	£13,450
Building & Asset Maintenance	£25,465
Jubilee Hall Upgrade	£3,600
Car Park Maintenance	£13
JH Staff costs	£9,081
Outdoor Equipment Repairs	£1,347
Outdoor Equipment – New Activity	£0
NNDR	£6,490
TOTAL EXPENDITURE	£69,510
Balance	£68,412

103/21.10

Bike Park: Former Parish Councillor Craig Matthews and his colleagues would be carrying out maintenance work over the May bank holidays. However, having become aware of some safety issues were trying to bring this work forward. It was noted that Kent Grassland Services had expressed concern that bricks alleged to have come from the bike track were impeding the mower. S. Watson reported that C. Matthews had requested up to 10 tonnes of good quality soil for the bike track and some wildflower seeds. The Clerk advised members that the sum of £2,783 remained unallocated at 31 March 2021 for village youth projects and as £500 had been allocated towards an East Peckham Primary School Year 6 Leavers activity it left £2,283 available in reserves. S. Watson then proposed, seconded by D. Fairless and by a show of hands it was: **RESOLVED:** That £1,500 would be made available from reserves for the bike park.

103/21.11

CCTV: Deferred to May 2021. It was noted that EPPC would be soon out of contract with Chroma Vision.

103/21.12

Eco Green Community – Purchase of environmental stations to tackle dog fouling & littering: Deferred to May 2021.

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103/21.13 Proposed installation of footpath around the perimeter of the playing fields: Following a discussion, it was:
RESOLVED: That the WG would obtain costs for considered in May 2021.

103/21.14 Use of Playing Fields by commercial users and organised group activities. It was reported that some regular users had approached EPPC about the use of the playing fields. Inside the JH they would ordinarily pay the hourly charge but understood that whilst it was set up as a vaccination centre the hall was not available. They had asked about using the playing fields for their group activities which they charged their clients a fee to attend. Following a discussion, it was proposed by D. Fairless, seconded by M. Williams and by a show of hands:
RESOLVED: That organised group activities provided they were not using any other facilities could use the playing fields free of charge.

103/21.15 2021 East Peckham 10K: The date for the event had been confirmed as 01 August 2021. It was noted that the organisers usually had use of the entire JH, playing fields and car park for the event. Following a discussion, it was:
RESOLVED: That the facilities that could be made available and the charges would be considered at a future meeting once it became clear what was required and what EPPC was able to make available.

104/21 Remote Meetings after 06 May 2021: The Secretary of State for Housing, Communities and Local Government had confirmed that the government having considered the case for extending legislation on holding virtual meetings had concluded that it was not possible to bring forward emergency legislation. This was obviously disappointing as NALC, the LGA, other national bodies and County Associations had been lobbying for an extension beyond 6 May. The government had also updated the guidance on the safe use of council buildings following this confirmation, aimed at helping councils operate safely and securely, including using existing powers to reduce the number of face-to-face meetings deemed necessary.

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-5393-

The government had launched a 12 week call for evidence about how remote meetings had been used to inform any potential future legislation regarding their use beyond the coronavirus pandemic.

NALC was supporting an application by Hertfordshire County Council/Lawyers in Local Government/Association of Democratic Services Officers to the court for a declaration that the law already permitted the holding of remote meetings. This court case would continue despite the government's decision and was expected to be determined before the end of April.

In the meantime, KALC had reiterated its previous advice from 19 February that for the sake of certainty and concern about the return to normal face to face meetings (although likely to be within prevailing safety guidance and EPPC's insurers risk assessment/advice) that EPPC consider holding important council meetings virtually by 6 May.

As highlighted previously, a more general recommendation mirrored that which KALC provided from March 2020 onwards: that regardless of the above, that EPPC review the delegated authority to the clerk under s.101 1972 LGA powers. This delegated authority should be expressed in the terms of reference that applied and include a broad range of themes and financial thresholds. This approach was generally prudent; but could be key if EPPC did have to return to normal meetings after 06 May and face logistical challenges. The s.101 delegated authority could then be something of an insurance policy to ensure that key areas of the Council's operations could continue until any issues were resolved.

NALC's advice was that councils should be preparing for the real possibility of a return to face-to-face meetings.

Members considered the implications this would have on EPPC, and the clear advice from NALC and KALC. Following a discussion, S. Watson proposed, seconded by M. Barton that EPPC bring forward its May meetings so that they took place prior to 06 May 2021. M. Williams, then proposed, seconded by M. Ferguson that EPPC did not change its meeting schedule and continued to hold meetings via Zoom. Following a discussion, by a show of hands, it was:

RESOLVED: By a majority that EPPC would not amend its meeting timetable.

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105/21

Correspondence: List of items received 06.03.21 – 09.04.21

a. TMBC

- (i) Licensing Activity (March & April 2021)
- (ii) Electoral Register – Amendments (March 2021)
- (iii) Severe Weather Advisory Group: Updates
- (iv) JTB Decision Sheet (08.03.21)
- (v) Prevent Venue Hire Guidance & workshop events.
- (vi) Neighbourhood Engagement Meeting (27.04.21)

b. KALC

- (i) KALC CEO Bulletins
- (ii) NALC Chief Executives Bulletins & Newsletters
- (iii) Local Government Bulletins
- (iv) COVID-19 Updates
- (v) Covid Vaccine Supply Updates
- (vi) NALC Newsletters
- (vii) Local Government Bulletins
- (viii) Fly tipping Duty of Care Campaign
- (ix) 2021 Census Information
- (x) KALC News (March 2021)
- (xi) Area Committee (Agenda for meeting held on 25.03.21 & minutes from meeting held on 10.12.20)
- (xii) Kent Prepared Newsletter Issue 3 (Bringing you the latest Kent Resilience Team News)
- (xiii) Mind: Stress Awareness Month
- (xiv) KCC Member Environment Briefing
- (xv) Review of Police and Crime Commissioners
- (xvi) Came & Company: Maintaining Health & Well Being
- (xvii) Kent & Medway CCG – Help Improve Services for people with Long-Covid.
- (xviii) Government Welcome Back Fund
- (xix) Practitioners Guide 2021
- (xx) NATIONAL CSSC Green Message - NCTPHQ UK Protect Bulletin - 8 Apr 2021 – Easing of Lockdown
- (xxi) Events
 - Dynamic Councillor (08.04.21)
 - AGAR (30.03.21 & 14.04.21)
 - Communications (08.04.21)
 - Press & Media (21.04.21)
 - Planning (12.05.21)
 - Identifying & Recruiting Councillors (12.05.21)
 - Engaging young people (20.05.21)
 - Writing effective press releases to get local coverage (17.06.21)
 - Risk Insurance (TBC)

Signed Chairman:

Date: 24 May 2021

These minutes are not a verbatim record of the meeting, but a summary of discussion and decisions taken at the meeting.

- c. **Miscellaneous Information:** Tom Tugendhat MP, Gatwick Airport (Newsletter March 2021), Calor Rural Community Fund, Came & Company (Latest insights for local council insurance), Living Wage Foundation, Arbor – The Journal of the Kent Men of the Trees (Spring 2021)
- d. **SLCC:** News Bulletins
- e. **Kent Police: Shed break ins alert.**
- f. **Clerks & Councils Direct (March 2021)**
- g. **Action with Communities in Rural Kent:** Event – Improving your Community through Neighbourhood Planning (30.04.21)
- h. **KCC**
 - (i) Crowdfunding Opportunity
 - (ii) Here for you, how did we do – Local Account for Adult Social Care (January 2020 – August 2020)
 - (iii) Pension Support

106/21 **Matters for Future Discussion:** None

107/21 **Matters for Consideration in Private**

108/21 **Date and Time of next meeting:** Confirmed as the Annual Meeting of the Parish Council which would be held on 24 May 2021 p.m.

Signed Chairman:

Date: 24 May 2021

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