

EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Miss. E Ellis
East Peckham Jubilee Hall, Pippin Road, East Peckham, Kent, TN12 5BT
Telephone: 01622 871309 Email: councilmanager@eastpeckham-pc.gov.uk

23rd January 2023

Dear East Peckham Parish Councillors,

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the Parish Council on Monday 16th January 2023 in the Meeting Room at Jubilee Hall, Pippin Road, East Peckham, TN12 5BT at 7pm
Jackie Perretta, Assistant Clerk

MINUTES

1. **Apologies for absences and absentees:** To receive and approve any apologies'

Present – Cllrs M. Williams, T .Eastwood, D. Seal, L. Browning, S. North, M .Joannes, T. Fryer, M. Barton.

Also present – Assistant Clerk J. Perretta, County Councillor S. Hudson, PCSO, 2 x residents.

2. **Declarations of Interests and/or lobbying**

Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the Agenda. ***Please note that 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 information. Councillors are responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes). None***

3. **Elections and Vacancies**

3.1 **Councillor vacancies:** 3 vacancies

Note: elections in May

Cllr M. Williams explained vacancies and up and coming elections in May.

4 **Reports from County Councillor, Borough Councillors, PCSO & Community Warden –**

S. Hudson reported on 17.01 KCC would be holding a consultation of services meeting. The council are looking to fully utilise warm spaces i.e. libraries for other projects to save on fuel bills and net carbon emissions. S. Hudson's funding donations has been reduced to £3,000 from April. This was distributed to the community fridge project, training courses, defibs, cricket nets and £1,000 to East Peckham Primary Schools sensory garden project. TMBC has launched a shop front grants scheme, maximum of £3,500 available for shop fronts, awnings etc to refresh shop fronts. Local shops will be sent a letter direct from TMBC.. Funding from central government and KCC has been allocated for household support fund, business grants of up to 1 million pounds. Rural businesses up to £500,000.

From May people will need photo ID to vote. The scheme has already launched. Vote by using the voters authority certificate which can be downloaded from the website. Or, bus pass, driving licence, passport can be used.

PCSO - Reported thefts of Catalytic converters in the area are on the increase. Posters will be given to the assistant clerk to put up. Foot patrol will be increased where possible. It was explained that from June the roles of PCSO's will potentially change to task force/rural task force officers.

Community warden – J. Perretta read out wardens report. Food bank usage is on the increase. Food vouchers are available and to contact her direct. Dog mess is on the increase as she walks around the village. She has confirmed she will attend the events meeting on 17.01. M. Williams discussed where is the nearest food bank and can we look to set this up ourselves. It was resolved to speak to local organisations to see if there is a need and how it can be run.

5. **To adjourn in order to enable members of the public to address the meeting**
 - 5.1 **To receive correspondence from residents** - None
 - 5.2 **To take questions from residents** – A resident present has reported the lack of salt in the village salt bins. Assistant clerk instructed to inform TMBC.
The same resident reported a planning breach to what should be a wildlife area in Smithers Lane. Assistant Clerk was instructed to report this to the planning authority.
A resident present has expressed concerns around the number 6 bus and if it will continue to run. Clerk to get clarification and inform residents via social media.

6. **Full Council Minutes -**
 - 6.1 To confirm the accuracy of the minutes of the meeting held on 19th December 2022.
Proposer – L. Browning
Secunder – D. Seal
Show of hands

7. **Clerk's report**
 - 7.1 To receive a report from the Assistant Clerk – J Perretta has updated all present on the forthcoming maintenance works. LED internal electrical lights starts 18.01, Solar panels 31.01, carpentry to be deferred until April.

8. **Groups & Organisations: Members who attended any committee meeting of the Parish Council will be invited to give a brief report.**
 - 8.1 **To receive reports from the Chairman of Committees, Sub-Committees and Working Groups that have met in the last 4 weeks.**- L. Browning updated all present on Christmas light switch on. Needs to be bigger this year. The coronation event will be discussed and decided on 17.01. Budget confirmed as £8,000 for the year for all events. Discussion with electrical contractors has been deferred.
 - 8.2 **To receive a report from Cllr M. Joannes regarding approved amount of £10,750.00 to secure FCC funding for pump track project.**- M. Joannes has confirmed he is meeting pump track funding contractor on 17.01 and will present questions council may have and feed this information back to the chairman. M. Joannes has confirmed he is happy to continue to manage this project with the support of the youth committee.

9. **Members who attended any meeting on behalf of EPPC not included elsewhere on the agenda will be invited to give a report.**
 - 9.1 To receive important notes and feedback on any trainings undertaken - None
 - 9.2 To receive an update or report for any external or other meetings attended – J. Perretta has sent out KALC /TMBC meeting notes regarding PCSO plans.

10. **Finance**
- 10.1 **Bank Reconciliations as at 16th January 2023** – Deferred.
- 10.2 **Financial Transactions for approval** - None
- 10.3 **Financial Transactions that have not been approved or minuted** – It was resolved to agree to donate £50.00 to the Methodist Church for use of electricity.
- Proposer – L. Browning**
Seconder – S. North
Show of hands.
- 10.4 **To receive confirmation of bank signatories and removal of leavers** – M. Williams and M. Barton are Unity Bank signatories. It was agreed this would remain the same until after the May elections.
- All agreed.**
- 10.5 **To resolve to agree the budget for 2023-2024 for the assistant clerk to submit** – M. Williams discussed budget and it was resolved to agree to proceed with a yearly precept of £162,000 from April 23 – March 24. An increase of 9.7%. M. Williams as proposer will submit this to financial service TMBC.
- Proposer – S. North**
Seconder – M. Joannes
Show of hands.
- 11 **Parish Council training requirements:** To consider training opportunities for members/clerks NALC events: <https://www.nalc.gov.uk/our-events>
KALC bitesize training: https://www.kentalc.gov.uk/Bitesize_Training_31970.aspx
- 12 **Parish Online, Newsletter, Website, Communications and Office – To receive any updates** – J. Perretta has confirmed she has sent February's magazine article. Office has been decorated. Other – deferred.
13. **To review and agree staffing requirements** – L. Browning checked with assistant clerk how the role is going and offered support if needed until the clerk is recruited.
14. **Matters for discussion in private:**
- 15.1 **Staff appraisal** – Staffing committee to confirm a date for Assistant Clerks appraisal.- It was resolved to agree appraisal would go ahead on 20.01.23 at 10am with L. Browning and D. Seal.
- 15.2 **Staffing committee to update all present on Clerks vacancy and interview closing date** - Clerk role has been advertised and applicants will be contacted for interview.

Date and Time of next meeting: 20th February 2023 at 7pm.