

EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Miss. E Ellis
East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent, TN12 5BT
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Circulated to County and Borough Councillors and Public

19th April 2022

To all Members of East Peckham Parish Council

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the Parish Council to be held on Monday, 25th April 2022 in the Meeting (Committee) Room at the East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent, TN12 5BT at 7.00 p.m.

Yours faithfully

Emily Ellis

Parish Clerk

FILMING OF MEETINGS – It is possible that this meeting may be recorded by third parties. If members of the public do not wish to be filmed, please contact the Clerk before the meeting starts.

AGENDA

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.

Mobile phones must not be used during meetings

The meeting is open to press and public

The meeting will adjourn to take questions from the public, the public may not speak at any other time unless invited to do so by the chairman

Only one conversation may happen at a time

All decisions require a proposer and a seconder, a seconder is recommended.

- 1. Apologies for absences and absentees:** To receive any apologies.
- 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).***
- 3. Councillor vacancies:** 1 vacancy for Parish Councillors – application received
3.1 Chair to invite Matthew Joannes, applicant, forward for interview by councillors
- 4. Reports from County Councillor, Borough Councillors, Police representatives & Community Warden if present**

5. **To adjourn in order to enable members of the public to address the meeting**
 - 5.1 To receive correspondence from residents
 - 5.2 To take questions from residents

6. **Full Council Minutes**
 - 6.1 To confirm the accuracy of the minutes of the meeting held on 21st March 2022
 - 6.2 To receive an update on any matters arising not included elsewhere on the agenda

7. **Allotments**
 - 7.1 To receive an update from the committee and Clerk
 - 7.2 To approve any outstanding costs
 - 7.3 To discuss and approve security measures and works for the new site

8. **Jubilee Hall & Playing Fields**
 - 8.1 To discuss and agree on actions to restrict access outside of opening hours
 - 8.2 To discuss and agree CCTV costs
 - 8.3 To discuss and agree costs for alternative access to the Jubilee Hall/Meeting Room/Office
 - 8.4 To discuss and agree on contractors (to go out to tender for expired contractors – playing field maintenance/grass cutting)
 - 8.5 To discuss and agree on costs and actions for advertising the Jubilee Hall
 - 8.6 To discuss and agree on actions for public toilets at the Playing Fields and upgrades to the Jubilee Hall

9. **Village matters**
 - 9.1 To receive an update on and discuss and agree on actions for the bus stop on Addlestead Road/Tonbridge Road with graffiti.
 - 9.2 To discuss and agree any actions in regards to street furniture ownership (bins)
 - 9.3 To discuss and agree on any actions regarding bus reduction
 - 9.4

10. **Groups & Organisations:** Members who attended any committee meeting of the Parish Council will be invited to give a brief report.
 - 10.1 To receive an update from the Village Events Committee
 - 10.2 To receive an update from the Youth Committee
 - 10.3 To receive an update from the Climate Change Committee
 - 10.4 To receive an update from the Local Developments Committee
 - 10.5 To receive an update from the Finance Committee
 - 10.6 To receive an update from the Building Maintenance Committee and agree any actions
 - 10.7 To discuss and decide on actions going forward regarding Twinning

11. **Members who attended any meeting on behalf of EPPC not included elsewhere on the agenda will be invited to give a report.**
 - 11.1 Nurses fund update from D. Seal
 - 11.2 Dementia Friends Community update from Clerk and to agree actions regarding sensory garden and turning the village blue for May

12. **Finance**
 - 12.1 Bank Reconciliations as at 1st April (To follow)
 - 12.2 Financial Transactions for approval
 - 12.3 Financial Transactions that have not been approved or minuted.
 - 12.4 To confirm precept at £146,000 for the year and first payment received in April
 - 12.5 Update regarding account changes

- 12.6 To discuss and approve donation and grant requests
- 12.7 To approve quotes received for building and maintenance work
- 12.8 To discuss and approve membership/contract renewals (KALC, pay roll)
- 12.9 To discuss and approve any items or actions for End of Financial Year and AGAR
- 12.10 To note VAT that has been claimed for June 2021 – January 2022 and to discuss and approve business rates recovery service by Goodman Nash

13. Community Resilience and Environment

- 13.1 Community Emergency Plan news

14. Parish Council Training requirements: To consider training opportunities for members and clerks

- 14.1 KALC: Environment Calculator Workshop 19th May 6PM, Dynamic Councillor 28th April 6PM, Data Protection for Councillors 5th May 6PM

KALC bitesize: Introduction to Planning, Introduction for Local Councils, Team Leadership Essentials, Information Security Essentials, Home Working Essentials, Fire Safety Essentials, Managing and Reducing Stress, Display Screen Assessment, Anti-bribery Essentials, Data Protection Essentials, Understanding the Precept

NALC: Fighting Climate Change 25th May 12PM, How to review neighbourhood planning policies 29th June 12PM, Giving local councils more of a say on housing 27th July 12PM

SLCC: Cyber Awareness e-course over 6 months, GDPR e-course, Common Land 26th April 10AM, Managing Anxiety 26th April 2PM, The balance of Power and Grace 28th April 10AM, Group Leadership 28th April 2PM, Employment: The basics 5th May 11AM, What to do if you consider a bad planning decision has been made 6th May 10AM, see: <https://www.slcc.co.uk/events/> for more

15. Parish Online, Newsletter and Website

- 15.1 Newsletter: Written and submitted by Clerk/Asst Clerk.
- 15.2 Councillors to ensure profiles are up-to-date (including registers of interest)

16. Policies

- 16.1 To adopt any updated policies

17. Church

- 17.1 To receive any updates or information

18. Planning and Transportation

- 18.1 **TM/22/00597/TPOC**

Addlestead House, 49 Tonbridge Road

T1 Chestnut tree – Reduce to just below old reduction points

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00597/TPOC>

Seven Mile Lane A228 30th April part closure by KCC 09:00 – 19:00

TM/22/00507/LDP

25 Old Road

Lawful Development Proposed: Single storey rear extension, conversion of loft to habitable room with rear dormer and window in the gable end, single storey detached garage and solar panels to front roof slope

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00507/LDP>

TM/21/00573/FL Runnymede 126 Addlestead Road – refused but now appealed

TM/21/02212/FL The Fountain 523 Bullen Lane – refused but now appealed

19. Matters for Future Discussion

20. Matters for Consideration in Private

21. Date and Time of next meeting: To confirm as 23rd May 2022 at 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.
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