

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

Parish Council Meeting, Jubilee Hal Meeting Room, 7PM, Monday 17th October 2022

1. **Apologies for absences and absentees:** To receive and approve any apologies.
Present: Councillors M. Williams (Chairman), D. Seal (Deputy Chairman), T. Eastwood, M. Ferguson, T. Fryer, M. Joannes, L. Browning, R. Mewett, Borough Councillor H. Rogers.
Also present: E. Ellis (Clerk), J. Perretta (Assistant Clerk), 1 resident
Absent: County Councillor S. Hudson, Borough Councillors J. Sergison and J. Anderson
Apologies: Councillor S. North

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

D. Seal declared an interest in item 10.4

3. **Elections and Vacancies**

3.1 **Councillor vacancies:** 1 vacancy for Parish Councillor to co-opt – interview candidate present
D. Fairless was interviewed briefly by the Parish Councillors regarding his interests in joining the Parish Council.

4. **Reports from County Councillor, Borough Councillors, PCSO & Community Warden**
Borough Councillor H. Rogers congratulated the Parish Council on a well attended Local Plan/Regulation 18 Meeting. He highlighted the importance of drawing attention to the types of housing required and that people should answer the questions in their own words where possible. D. Seal commented that the consultation document is technically worded and contradictory. M. Williams stated that the committee will provide guidance on answering the most relevant questions.
T. Fryer asked if a Neighbourhood Plan was worthwhile, H. Rogers responded that he would wait until after the Local Plan is complete.
T. Eastwood questioned whether the Regulation 18 responses would be searched for 'buzzwords' or read in their entirety. H. Rogers understands that they will be read, but there will be key words being looked for.
H. Rogers also stated that TMBC has been welcomed back to the Business Pool Development Group after the close of Aylesford Print.

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
None

6. **Full Council Minutes**
6.1 To confirm the accuracy of the minutes of the meeting held on 28th September 2022
Proposed by D. Seal, seconded by L. Browning and resolved to agree by a show of hands that the minutes be signed.

7. Clerk's report

7.1 To receive a report from the Clerk and Assistant Clerk

No report available

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.

Events – L. Browning reported that there are currently 15 stalls for the Christmas Light Switch On that would be down the middle of the road. E. Ellis confirmed PJ Electrical will install lights early November and there are currently 55 bookings for the Halloween Walk. E. Ellis to promote this to the school.

Climate Change and Community Resilience – T. Fryer reported that the committee are researching the use of solar panels and rain saving devices. D. Seal reported he had attended Flood Warden and Kent Plan Bee meetings additionally.

Allotments – No meeting has been held recently but L. Browning reported that the school are looking for excess fruit and veg for 10th November and would the allotments be able to help. E. Ellis to ask allotment holders.

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

M. Barton attended fundraising training but felt it was too corporate and not particularly applicable to the Parish Council's requirements and needs.

9.2 To receive an update or report for any external or other meetings attended

10. Finance

10.1 Bank Reconciliations as at 1st October (To follow)

Reviewed and signed by M. Williams (chairman) and E. Ellis (RFO)

10.2 Financial Transactions for approval

None outstanding – transaction list accompanying minutes lists any transactions in the past month.

10.3 Financial Transactions that have not been approved or minuted

None

10.4 To discuss and approve donation and grant requests

Including: Table Tennis table purchase and EPHT hall cupboard hire

Table Tennis table – E. Ellis to review the number of tables the club owns before this progresses

East Peckham History Trust cupboard hire – T. Eastwood proposed, M. Williams seconded and a show of hands resolved to agree that the hire be free for the next 5 years and any hall hire fees be paid as standard, to be reviewed in 5 years or sooner if necessary.

10.5 To discuss and approve quotes received

Including: Football pitch marking, goal post purchase, window films, solar panels, car park, path

Football pitch marking – awaiting further quotes

Goal post purchase from East Peckham United – L. Browning proposed, M. Joannes seconded and a show of hands resolved to agree that the posts be purchased for all field users to use at a cost of £750, including nets and appropriate equipment.

Window films – awaiting further information

Solar panels – awaiting further quotes

Car park – awaiting further information

Path – to confirm a date with contractor

10.6 To discuss ear marked reserves and provide suggestions to the finance committee for their allocation in the next financial year

M. Williams advised committees to discuss before 20th December what they are budgeting for next year to advise 2023-2024 budget and Finance Committee

10.7 To receive budget suggestions/requests for the Finance Committee
Nothing fixed at present but there may be large purchases for the aim of being Carbon Net Zero.

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

Noted

12. Parish Online, Newsletter, Website and Communications

12.1 To receive any updates

None

12.2 To discuss and agree on offering Councillor Surgeries (similar to what Pembury PC offer) in line with Annual Report responses

No councillors objected to joining in and E. Ellis will produce a list of dates for councillors and other community support networks to sign up to.

13. Policies

13.1 To adopt new or review out of date policies and agree to remove any that are not necessary

To remove:

Climate Change Report

Climate Change Survey

Equal Opportunities Statement

Equality and Diversity Policy

Cookie Information

General Data Protection Policy

To adopt:

Data Protection Policy

Maternity Leave Policy

To re-adopt:

Document retention policy

M. Williams proposed and a show of hands resolved to agree that all of the above be actioned except the Maternity Leave Policy which will be postponed to next month to allow time for consideration and Climate Change Report will move to the Climate Change page.

14. Church: To receive any updates or information

14.1 To review and agree any actions for sale of land outside Methodist Church

Awaiting further information

15. Matters for discussion in private:

15.1 To review and vote on councillor application

Vote undertaken and no co-option to take place

Date and Time of next meeting: To confirm as 21st November 2022 at 7PM