



# EAST PECKHAM PARISH COUNCIL

The Parish Office, Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent, TN12 5BT  
Clerk to the Council, Miss. E. Ellis, Telephone/answerphone: 01622 871309  
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6<sup>th</sup> February 2023

Dear East Peckham Parish Councillors,  
**YOU ARE HEREBY SUMMONED TO ATTEND** an Asset meeting of the Parish Council on Monday 13<sup>th</sup> February 2023 in the Meeting Room at Jubilee Hall, Pippin Road, East Peckham, TN12 5BT at 6.30pm  
Assistant Clerk J. Perretta.

6<sup>th</sup> February 2023 *J. Perretta* Assistant Clerk of the Council

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## 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 and may be filmed**

**Mobile phones must not be used during meetings**

**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 show of hands, a seconder is recommended.**

**Councillors are reminded of the seven Nolan Principles and Code of Conduct for conduct of people in public life.**

## AGENDA

- 1 Apologies for absence
- 2 Present
- 4 **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).***
- 5 **To agree any previous minutes –**  
Proposer –  
Secunder –

- 6 **To receive chairman/assistant clerks report on completed maintenance and to take instruction to resolve any additional issues.**

**Completed asset maintenance works – AC to offer report.**

Solar panels.  
Footpath extension.  
Decorating.  
Woodland trust trees.  
Repair of front door latch and closure.  
Repair of fire door closer.

- 7 **Asset works to discuss and resolve**

Kitchen upgrade - D. Seal to offer report and JP to present quotations.  
External cleaning of windows, grills, wall paint and removal of stones (maintenance plan).  
Fly tipping and unauthorized use of rubbish bins.  
The locking/repairs of the main gates to carpark of the hall.  
Containers – To agree if the containers should be kept locked.  
Public toilets – To discuss cleaning, locking, maintenance, CCTV, security and opening times.  
The tidying of the village centre. To discuss and agree to replace and Provide new noticeboards.  
The painting/cleaning of any benches.  
To discuss having additional bollards for the allotment car park.  
To discuss children's play equipment and any required repairs.  
Wooden stairs to mezzanine.  
5 Year maintenance plan.  
Public toilet – Jubilee Hall.  
To discuss and decide how to proceed with current contractors.

- 8 **Any matters of discussion for the next meeting.**

- 8 **To agree next meeting date -**