

**Minutes of a meeting of the Parish Council held at 7:00 p.m.  
on Monday 21<sup>st</sup> March 2022 in the Jubilee Hall Meeting Room**

- Present:** Cllrs. M. Williams (chair), S. North, T. Eastwood, T. Fryer, M. Ferguson, M. Barton, D. Seal
- Also Present:** E. Ellis (Clerk), J. Perretta (Asst. Clerk) and 2 residents
- Absent:** PCSO, Community Warden, Borough Cllr. H. Rogers & J. Anderson.
- Apologies:** County Cllr S. Hudson, Borough Cllr J. Sergison, Cllrs L. Browning, H. McGovern & S. Milburn
- Notice of Meeting:** Public Notice of the meeting given in accordance with schedule 12, Para 10(2) of the LGA 1972.

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

D. Seal declared an interest in discussions regarding the new EP History Trust as he is the chair.

**3. Councillor Vacancies**

The chairman announced that there is 1 vacancy for a councillor. Nobody applied.

**4. Reports from County Councillor, Borough Councillors, PCSO and Community Warden**

4.1 S. Hudson encouraged signing of the 208 bus removal petition. This bus route would remove access to Tonbridge from East Peckham and Hadlow. There are paper copies in the office, the butchers and the library. The petition can also be filled in online.

**5. Comments from members of the public**

None

**6. Full Council Meetings**

6.1 M. Williams proposed the minutes of the meeting on 28<sup>th</sup> February 2022 be signed. A show of hands resolved to agree that the minutes be signed.

6.2 D. Seal requested the Clerk enquire with KCC/TMBC about keeping the hedgerows on Church Lane/Chidley Cross/Snoll Hatch as it grows over the path making it difficult to use. S. North requested the Clerk contact KCC to see if the speed limit can be reduced on Tonbridge Road/Three Elm Lane. There was some discussion about whether this fell under Hadlow PC or EP PC. The Clerk explained how the HIP (Highway Improvement Plan) works and that this can be added to it for KCC to initially review collision rates and speeds recorded. The HIP also covers Hale Street and changing the speed restrictions as they are both currently on the same side of the road.

**7. Allotments**

The committee said they had met and proposed the use of an allotment agreement that had been drawn up. Ray, allotment holder, drew the council's attention to the fence and shed having been installed. The Clerk advised that the water connection and dropped kerb have been requested and paid for thus far, but an installation date has not yet been advised. M. Williams proposed the

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agreement be used, T. Fryer seconded and a show of hands resolved to agree that the agreement be sent to all current and new allotment holders.

## **8. Jubilee Hall & Playing Fields**

8.1 It was proposed by M. Barton, seconded by T. Fryer and a show of hands resolved to agree that Michael Perretta be appointed as maintenance person.

## **9. Village matters**

9.1 The Clerk confirmed she had contacted Mascalls about artwork on the Addestead/Tonbridge Road bus stop. It was proposed by D. Seal and seconded by S. North and resolved by a show of hands that the Clerk continue to try to work with Mascalls.

9.2 The Asst. Clerk provided an update on the vandalism at the fish and chip shop in The Pound. The shop confirmed they have CCTV. The Asst. Clerk put up signage on behalf of the council. The shop is aware they can use the CCTV footage to take it to the police. The Community Warden spoke to the young people present.

9.3 The Parish Council will share the 208 bus petition on Facebook and put signable petitions in shops, as requested by County Cllr S. Hudson.

9.4 H. McGovern requested the council signpost resident to legitimate government links regarding Ukraine Emergency donations and housing support. A show of hands resolved to agree the Clerk would action this.

9.5 D. Seal suggested we revisit the container relocation after the Methodist church has been rebuilt as it has now been moved to the Jubilee Hall car park.

## **10. Groups & Organisations**

10.1 Village events committee: Jubilee Event planning going smoothly. Next meeting 6<sup>th</sup> April. 3 residents involved in planning. Grant request approved from National Lottery for £3300.

10.2 Youth Committee: T. Fryer provided an update: working party met to discuss policy and Concrete Wave's ideas. Would like to look at creating a committee of 11-17 year olds to contribute relevant ideas.

10.3 Climate Change Committee: T. Fryer suggested a meeting be arranged

10.4 Local Developments Committee: postponed to next meeting

10.5 Finance Committee: due to meet after end of year audit, in April/May

10.6 Building Maintenance Committee: meeting to be arranged. T. Eastwood suggested surveys of asbestos and legionella should be undertaken, Clerk to review last test and rebook. D. Seal proposed and M. Barton seconded and a show of hands resolved to agree that KD drainage be booked to descale public toilet pipes to try to prevent further blockage call outs, for £620.40. Clerk to organise quotes for office without going via the meeting room or hall.

10.7 Twinning: Clerk to email Steph Watson and Karen Bell re: twinning relationship/committee. M. Barton to potentially invite Chereng to Jubilee event – TBD at Events meeting.

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**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: no update

11.2 Dementia Friends: Clerk could not attend last meeting. The DFC are planning to turn the village blue throughout May. M. Barton suggested we have the lights on the tree opposite the Methodist Church turned on as they are blue. Clerk to enquire with PJ Electrical.

**12. Finance**

12.1 Bank reconciliations as at 1<sup>st</sup> March (attached)

12.2 Financial transactions for approval: none. Transactions approved online can be seen in attached document.

12.3 Financial Transactions that have not been approved or minuted: none

12.4 To review and approve grant applications: Jubilee Grant application successful, as point 10.1

12.5 Update on account changes: none

12.6 Grant/donation requests: £100 to East Peckham Rainbows, £100 to East Peckham Brownies, £300 to KSS Air Ambulance, £50 to Paddock Wood Advice Centre, free fundraising stall at Jubilee event for Heart of Kent Hospice and West Kent Mediation, T Wells Counselling Centre asked to provide statistics on whether residents use the service before a decision is made.

12.7 Quotes to approve: more quotes to be obtained, quote for hallway through meeting room decision postponed awaiting further ideas and quotes.

12.8 NJC Pay rise: back dated to April 2021. Previous clerk and cleaners have been contacted and paid the back pay. This has also been applied to the March pay slips of the Clerk, Assistant Clerk and Litter Picker.

12.9 Payroll cost update: includes information about Minimum National Wage, payroll costs, increases in costs of living.

12.10 New Arnold Baker book (edition 13): Clerk to purchase

**13. Community Resilience**

13.1 Community Emergency plan: Clerk to send Community Warden phone number to D. Seal to complete the plan and D. Seal to send to office to proof read.

13.2 Some councillors are still to send in photos and reports for the annual report

**14. Parish Council training requirements**

14.1 Bitesize training from KALC: M. Williams recommended this training as it can be done in your own time. The clerk issued a reminder that councillors must attend training/conferences as part of the Learning and Development Policy.

**15. Parish Online, Newsletter and Website**

15.1 Newsletter written and submitted by Clerk

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15.2 Councillors to send profiles to Clerk for the website and ensure registers of interest are up-to-date

15.3 The Clerk is aiming to print the Annual Report at end of financial year (end of March). Information to be received regarding Life as a Councillor and Committee profiles

**16. Policies**

16.1 No new policies to adopt

16.2 Allotment agreement/policy adopted in Point 7.

**17. Church**

No updates received

**18. Planning and Transportation**

18.1 **TM/22/00347/LDP 10 Bramley Road**

Lawful Development Certificate Proposed: single storey rear extension to replace existing conservatory, approx 3.25m deep and max 2.9 meters high to flat roof level

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00347/LDP>

**NO OBJECTIONS**

18.2 **TM/22/00363/FL & TM/22/00364/LB Cornerways 138 Hale Street**

Extension to kitchen/dining rooms to include new utility room and w.c, alterations to utility/store to form bedroom and en-suites

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00363/FL>

Listed Building Application: extension to kitchen/dining rooms to include new utility room and w.c, alterations to utility/store to form bedroom and en-suites

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/00364/LB>

**NO OBJECTIONS**

**19. Matters for Future Discussion**

19.1 Redecoration of the inside of the hall – Clerk to arrange asbestos and water testing first

19.2 To consider hall hire promotion

Therapy garden – suggested use of strip between Church Lane and Allotments for Warders Drs in Tonbridge, as requested. Clerk to get in touch with KCC about the land behind the school.

**20. Matters for consideration in private**

20.1 Staff pay increase agreed

21. **Date and time of next meeting:** 25<sup>th</sup> April, 7PM, Meeting Room

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