

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

11th October 2022

Dear East Peckham Parish Councillors,

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the Parish Council on Monday 17th October 2022 in the Meeting Room at Jubilee Hall, Pippin Road, East Peckham, TN12 5BT at 7.00pm
Emily Ellis, Parish Clerk

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.

1. **Apologies for absences and absentees:** To receive and approve 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. **Elections and Vacancies**

3.1 **Councillor vacancies:** 1 vacancy for Parish Councillor to co-opt – interview candidate present

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

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 28th September 2022

7. **Clerk's report**
 - 7.1 To receive a report from the Clerk and Assistant Clerk

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.

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
- 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)
- 10.2 Financial Transactions for approval
- 10.3 Financial Transactions that have not been approved or minuted
- 10.4 To discuss and approve donation and grant requests
Including: Table Tennis table purchase and EPHT hall cupboard hire
- 10.5 To discuss and approve quotes received
Including: Football pitch marking, goal post purchase, window films, solar panels, car park, path
- 10.6 To discuss ear marked reserves and provide suggestions to the finance committee for their allocation in the next financial year
- 10.7 To receive budget suggestions/requests for the Finance Committee

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](https://www.kentalc.gov.uk/Bitesize_Training_31970.aspx)

12. Parish Online, Newsletter, Website and Communications

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

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

14. Church: To receive any updates or information

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

15. Matters for discussion in private:

- 15.1 To review and vote on councillor application

Date and Time of next meeting: To confirm as 21st November 2022 at 6PM