

# EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Miss. E Ellis  
East Peckham Jubilee Hall, Pippin Road, East Peckham, Kent, TN12 5BT  
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13<sup>th</sup> February 2023

Dear East Peckham Parish Councillors,

**YOU ARE HEREBY SUMMONED TO ATTEND** a Full Council Meeting of the Parish Council on Monday 20<sup>th</sup> February 2023 in the Meeting Room at the Jubilee Hall, Pippin Road, East Peckham, TN12 5BT at 7pm

J. Perretta, Assistant 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.**

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

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:** 3 vacancies  
**Note:** elections in May (online training is available).
  
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** - To confirm the accuracy of the minutes of the meeting held on 16<sup>th</sup> January 2023.
7. **To receive a report from the Chairman/Assistant Clerk.**
- 7.1 To give update on CAB energy saving event.
  - 7.2 To discuss the South East water refund of £7,500 and decide how it is spent.
  - 7.3 To discuss and decide how to spend the £453.82 Currys refund (fridge).
  - 7.4 To update all present on the future refurb plans for the methodist church and to decide if the PC will proceed in the sale of the land.
  - 7.5 To discuss and decide how to proceed with the cleaning/ managing of the public toilets.
  - 7.6 To discuss and decide on the kitchen & cooker refurb quotations.
  - 7.7 To discuss and resolve a decision to proceed with a neighbourhood plan.
- 8 **To offer a report on items discussed and resolved at the last meeting**
- 8.1 Facebook posts actioned regarding identification needed to vote in May. Thefts of catalytic converters.
  - 8.2 Assistant clerk offered a report to TMBC due to the lack of salt in salt bins + planning breach in Smithers Lane.as reported by a resident.
  - 8.3 Number 6 bus will continue to be in service.
  - 8.4 Methodist church donation of £50.00 paid.
9. **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.
  - 8.2 To receive an update from M. Joannes on the pump track funding & any relevant information.
10. **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
11. **Finance**
- 10.1 Bank Reconciliations as at 20<sup>th</sup> February 2023.
  - 10.2 Financial Transactions that have not been approved or minuted
    - Electrician to safety check cooker – £75.00
    - Lock smith to repair front door - £65.00
  - 10.4 To discuss and agree to the purchase of – monitors for the office.
  - 10.5 To discuss and agree to a donation to EP Primary school to support school trips.
  - 10.6 To discuss and resolve how to proceed with the current contractors and decide how to amend any contracts/rates.
  - 10.6 To discuss and agree to the repair/replace clock belonging to the Methodist Church.
  - 10.7 To discuss and agree to football pitch marking. Assistant clerk to present quotation.
  - 10.8 To discuss and agree to the external cleaning to gutters, drains, wall paint pointed out on the 5 year maintenance plan.
- 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)  
 Scribe – organising successful community events.  
<https://www.scribeaccounts.com/blog/scribe-academy-tm-season-4-free-webinars-for-local-council-clerks-and-councillors>

- 11.1 KALC awards – To agree to accept the award scheme.
- 11.2 To discuss the nominations of R. Mewett & K. White.
  
- 12 **Parish Online, Newsletter, Website, Communications and Office** – To receive any updates.
  
- 13. **To review and agree staffing requirements –**
- 13.1 **To resolve to agree to a student undertaking work experience. 3<sup>rd</sup> – 7<sup>th</sup> July. Assistant clerk to confirm Gallaghers insurance information.**
  
- 14 **To discuss and decide on staffing the weekly community fridge event and if a rota should be set up.**
  
- 15 **Matters for discussion in private - Council to agree to the appointment of a new Clerk.**
- 15.1 **Matters to be discussed and decided at the next meeting.**

**Date and Time of next meeting: Monday 20<sup>th</sup> March at 7pm.**