

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

20th March 2023

MINUTES

1. **Apologies for absences and absentees:** To receive and approve any apologies.

Present – Mark Williams, David Seal, Matt Joannes, Mick Barton, Sophie North, Tony Eastwood, Michelle Piscina, Howard Rogers (T&MBC), Sarah Hudson (T&MBC)

Apologies received from Tim Fryer and Lisa Browning

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).*

David Seal will be raising Evergreen's request for a grant, so declared his interest ahead of it. He also stated he is now chair for Almshouses in the village, should anything relating to the Almshouses come up in due course.

3. **Minutes of the previous meeting -** To confirm the accuracy of the minutes of the meeting held on 20th February 2023

Proposer – Sophie North

Seconded – David Seal

All in favour

4. **To offer a report on items discussed and resolved at the last meeting**

Going forward a list of outstanding actions will be kept by the clerk to ensure nothing is missed or forgotten.

7.2) SE Water refund, possible donation to EPPS – Still awaiting an answer as to how funds would be spent, deferred to next month

7.3) Fridge to be ordered once kitchen design confirmed.

7.4) JP wrote to the church to confirm what was agreed

7.5) Quotes to be covered under Pont 8. Clerk's Report

7.6) To be covered under 9.3

9.1) A new Invoice Processing Policy has now been drawn up and is in place.

9.2) Skate park update to come under 9.2

11.4) Advice re monitors has been sought and now ordered.

5. **Elections and Vacancies**

- 5.1 **Councillor vacancies:** 3 vacancies

Note: elections in May (online training is available).

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

Sarah Hudson (T&MBC): update from All member briefing on bus service improvement grants. KCC were given some funding – received £18.9m which must be spent on infrastructure not failing bus services. Will be more eco-friendly with plants etc and electronic signs to state when the next bus is due. Kent has 20% more children with additional needs than other counties, meaning a huge overspend on providing special educational needs. Govt has provided £74m match funding to help clear the debt. The increase in bus pass has yet to be agreed for increase to £600. Consultation re community wardens etc closes on 26th March.

Howard Rogers (T&MBC): Planning meeting – 2nd application for the development of the derelict building on Church Lane – this came to the committee with a recommendation to refuse, however the committee voted to approve the application with stringent conditions attached. It was raised that no Parish Council comment was available – unfortunately due to timing of it being sent through, it was missed from the Planning Meeting and so not discussed.

Tunbridge Wells Local Plan and Save Chapel – the inspector has given a very large broadside against the local plan put forward and recommended they review it, however Tunbridge Wells have decided to continue with their original plan and move on forward.

7. To adjourn in order to enable members of the public to address the meeting

7.1 To receive correspondence from residents

7.1.1 M Piscina read out an email on behalf of a resident citing their concern and worries about the number of drivers who speed along Pound Road and are ignoring the 30mph speed limit. They requested that the PC approach the police and request they set up a speed trap and pointed to Hadlow who apparently found this an effective resolution. The PC agreed that speeding along that road is indeed an issue, but that previous requests for a speed trap were too costly.

7.1.2 M Piscina had also spoken to another resident who complained about the dangerous parking along both sides of the road around the bend of Old Road / Pound Road outside the Osteopath's and the Chemist. The view of oncoming drivers is severely restricted in both directions and many drivers do not slow down on their approach. Both issues were discussed and M Piscina observed that we had just that day received the latest update to the East Peckham Highways Improvement Plan, which she was due to review and discuss with our Engagement Officer in due course. It was resolved to invite Inspector Ian Stubblefield to the Annual Parish Meeting to ask him how to deal with these issues going forward, as well as continue to report the issues to Kent Highways on a regular basis and encourage all residents to do the same.

All were in favour.

7.1.3 A resident has requested the dog poo bin be relocated back towards its original place next to the path between the Jubilee Hall car park and the school. It is currently about 2 metres onto the mud which for those who struggle to walk safely on uneven ground is dangerous. They also mentioned that the ground outside the large wastebins and containers in the corner of the carpark is covered in mud and twigs and is very slippery. It was resolved both issues would be rectified and added to the maintenance list for next week.

7.2 To take questions from residents

A resident raised several questions regarding the proposed skate park and new path around the field – concerns over the actual need and the type of material to be used. Discussion was had on the pro's and con's of a potential path, however at this time the path is only a possibility and will be subject to public consultation before a decision is made. Resident also asked if the green 'bus shelter' would be returning to its original position due to the inappropriate language and behaviour of the teenagers who use it, given its location next to the young children's playground.

Discussion ensued on the best possible location for all It was resolved that the Asset Committee would discuss and find an alternative site for the bus shelter.

8. To receive a report from the Chairman / Clerk.

M. Williams reported that the solar panels have now been commissioned and are in use. The painting with the Jubilee Hall has now been completed, as has the path widening between the Jubilee Hall car park and the school.

9. Groups & Organisations: Members who attended any committee meeting of the Parish Council will be invited to give a brief report.

9.1 To receive reports from the Chairman of Committees, Sub-Committees and Working Groups that have met in the last 4 weeks.

9.2 To receive an update from M. Joannes on the pump track funding & any relevant information and to resolve any decisions.

Much discussion was had on the subject, suggested as part of the consultation to consider hiring a pump track for the day to experience it and see what everyone thinks. Was eventually proposed to continue up to the point we receive plans and ideas, then public consultation etc until it costs anything.

Proposer – M Joannes

Seconded – D Seal

All in favour.

9.3 To receive an update and to resolve any decision regarding the Jubilee Hall kitchen upgrade from D. Seal:

D Seal reported that the estimates received were not like for like, so went back to the companies who reviewed them, as well as doing a site visit to view the kitchens. Found an issue with the one of the worktops, which would need to change, plus the sizing's of the other option were also incorrect. D Seal suggested investigating the cost of a commercial kitchen, agreed to defer to next month.

Proposer – M Williams

Seconded – S. North

All in favour.

10. Members who attended any meeting on behalf of EPPC not included elsewhere on the agenda will be invited to give a report.

10.1 To receive important notes and feedback on any trainings undertaken – MP attended 2 Scribe courses re End Of Year accounts / Audits

10.2 To receive an update or report for any external or other meetings attended – none attended

11. Finance

11.1 Bank Reconciliations as at 20th March 2023.

These were approved and signed by the Chairman

MW confirmed he now has access to the Natwest account

11.2 To discuss and resolve requests for grants and donations

D Seal: Evergreen group members numbers are dwindling and with their current hall costs struggling for funds. Would like to do some day trips and have speakers in on the odd occasion. Discussion on amount needed to keep the club viable and running resulted in request for £450, to enable them to keep running for the next year. Concern was raised what would happen in a year's time when the money runs out and how they will become viable going forward. As per the PC's Grant Policy, it was resolved that the request needed to be submitted on a grant application form to in order to be considered.

Clerk to email Fran a copy of Grant Request.

Two other grant requests also deferred until a completed grant application form has been received

11.3 Quotes were put forward to provide CCTV for the public toilets. Quote B was accepted.
Proposer – D Seal
Seconded – M Joannes
All in favour

11.4 A quote to fix the Adult Outside Gym Equipment by the original supplier was provided; option 1 being for the supply of the bearings only and option 2 for the company to supply and fix. It was resolved to go with option B given it is specialist equipment.
Proposer – S North
Seconded – D Seal
All in favour

12. 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
Scribe – organising successful community events.
<https://www.scribeaccounts.com/blog/scribe-academy-tm-season-4-free-webinars-for-local-council-clerks-and-councillors>

13. Parish Online, Newsletter, Website, Communications and Office – To receive any updates.

13.1 To discuss and resolve any decisions regarding updating the Parish Council website.

M Piscina raised the current state of the PC's website and the need for it to be updated with current information, a clearer layout and ensure it meets the accessibility standards. An example of another council website was shown in comparison to the EPPC one, to highlight aspects to consider a new design. M Piscina submitted quotes for a new website, including hosting, editing, domain renewal etc. Quote B was accepted.

Proposer - Sophie North
Seconded - Mick Barton
All in favour

14. To review and agree staffing requirements

Nothing to discuss

15. Community Fridge update and staffing requirements

This is continuing to be a very popular and well supported initiative.

16. Matters for discussion in private

None

17. Matters to be discussed and decided at the next meeting.

None

Date and Time of next meeting: Wednesday 19th April at 7pm

It was resolved that Full Council Meetings would take place on a Wednesday going forward.