

EAST PECKHAM PARISH COUNCIL

Clerk to the Council, Mrs M Piscina,
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31st October 2023

Minutes of the Full Council Meeting held on Wednesday 18th October 2023

7pm in the Jubilee Hall Meeting Room

1. Apologies for absences and absentees:

Present: Councillors M. Williams, D. Seal, M. Barton, T. Eastwood, M. Joannes, D. Fairless, T. Fryer and S. North, Parish Clerk, 1 resident

Apologies: Councillors L. Browning, R. Mewett, County Councillor S. Hudson, Borough Councillor M. Boughton,

2. Declarations of Interests and/or lobbying

None

3. Minutes of the previous meeting

It was resolved that the minutes of the meeting held on 20th September 2023 were a true and accurate record of the meeting.

Proposed: Councillor D. Seal, Seconded: Councillor T. Eastwood, All in favour

4. To receive an update on items discussed and resolved at the last meeting

Kitchen Refurb – T. Eastwood: The new kitchen has now been installed at the Jubilee Hall. A couple of unanticipated issues arose during the fitting but were resolved along the way. The fridge will remain for now and replaced in due course. The cooker and hood will be fitted on 24th October.

Jubilee Hall Carpark – M. Williams: Once the resurfacing has been completed, the marking of the bays, speed humps and hatched areas will be carried out immediately afterwards to enable the reopening of the car park as soon as possible.

5. Elections and Vacancies

Councillor vacancies: 1 vacancy

No candidates have come forward, resolved to advertise the vacancy online

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

TMBC Emailed report from Councillor M. Boughton: EPPC are encouraged to respond to the consultation on potential parking restrictions at Branbridges. TMBC also consulting on a new Scrap Metal Dealers policy where comments are welcome as well. It has also been a reasonably busy period with meetings and over the past couple of weeks some changes have been made including having no council tax discount for empty properties to encourage more back into permanent use, introducing a new safeguarding policy and Digital and IT Strategy. There have also been some issues accessing Planning services due to a change in software and I hope the Parish Council received the e-mail from the TMBC Director of Planning, Housing and Environmental Health on 5 October 2023 which details how this has been overcome, and public access to planning applications has now been restored.

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

7.1 To receive correspondence from residents

An email has been received from a resident regarding the playground equipment and the offensive graffiti in the green shelter located next to the preschool playground. This was addressed by the Youth and Community Committee in their update under Point 9 on the agenda.

An email was received regarding the parking situation along the Freehold, in particular addressing the cars that park blocking the entrance / exit to Legion Close. This has been added to the evidence for our HIP action review of the parking along The Freehold.

7.2 To take questions from residents

None posed

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

Parish Clerk: The trees and hedges have been cut back in the car park, along with the mud and debris being removed from the edges, ahead of the resurfacing works taking place next week. The contractor is due to return to complete the trimming of the top of the hedges by the weekend.

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

Youth and Community: M. Joannes gave an update on the following:

The committee are looking to hold a survey regarding the facilities on offer at the playing fields; if users are residents / travel into the village, age of those using the facilities, frequency, what they would like to see on offer in the future etc. The committee has initially identified some aspects but awaiting survey results before proceeding with any plans.

Round tables with the local community groups are being arranged over the next couple of months. Currently researching the possibility of having a regular youth worker running sessions in the village, looking at costs, frequency and who would be target audience.

Events: M. Joannes gave an update on the following:

Tickets for the Halloween Walk (Saturday 28th December) are selling well. More volunteers are still needed to help run the activities along the route. Confirmed that volunteers do not require a DBS for this event as all children will be supervised by their parents / guardians. Contingency plans are in place for wet weather / car park resurfacing not being completed on time.

Christmas – The motifs for the street lights will go up on 20th / 21st November. The Christmas Tree will be installed ahead of the community tree decorating on Sunday 26th November. Raffle tickets will be sold at the event, and raffle prize donations are being requested. A Barrow of Booze will also be raffled off. Flood lights to increase the lighting at the event are required, currently looking at hire companies who have appropriate equipment. Budget for the lights tbc.

Finance: To be covered under Point 12

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

Councillor M. Williams will be attending the KALC and Chairman's AGM's in the coming weeks

11. Finance

11.1 To review and approve Bank Reconciliations and Accounts for July to September 2023.
All accounts are balanced and up to date. It was resolved to approve the accounts.

Proposed: M. Joannes **Seconded:** D. Seal All in Favour

11.2 To review and approve Schedule of Upcoming Payments

KS Cleans	£725.00	
Salaries	£3021.10	(November)
Engie	£200.32	
Veolia	£116.02	
HMRC	£535.08	
Castle Water	£5	
Castle Water	£21.43	
Nest	£212.84	
Drax (electric)	£TBC (variable)	
Grassland Services	£TBC (variable)	
Mark Edwards	£TBC (variable)	
Grassland Services	£ variable due to the nature of the work	
Mark Edwards	£ variable due to the nature of the work	
Drax	£ variable due to usage	

Quotes listed below may also require payment if accepted.

It was resolved to approve the schedule of payments:

Proposed: M. Joannes **Seconded:** D. Seal All in Favour

11.3 To discuss and resolve received and proposed requests for grants and donations
Carer's Café have applied for a grant of £600 to help cover the costs of their hall hire for a year.
It was resolved to approve the request in principle, but clarification to be sought on where the carer's café will be based whilst the works are carried on the Methodist Church.

11.4 To discuss and resolve quotes received

The following quotes have been received and it was resolved to accept them as detailed below:

Item	Detail	Cost	Accepted?
Tennis courts clearance	To have tennis courts swept, mud and debris scraped off and the bushes and shrubs by Kent Grassland	£400	Quote Accepted Proposed: S. North Seconded: T. Eastwood AIF
Tennis Net	Tennis net needs replacing as falling apart	Quote 1 £129.99 Quote 2 £116 Quote 3 £78.99	Quote 2 Accepted Proposed: M. Barton Seconded: M. Joannes AIF
Christmas Tree	Brookside have offered a reduced quote for the tree, including delivery	£200	Quote Accepted Proposed: S. North Seconded: M. Joannes AIF
Christmas Cards	To be sent to local businesses and organisations in the village	£0.65 each	Yes – purchase 60 Proposed: M. Barton Seconded: D. Seal AIF

Roof Repairs by Parish Office	Quotes to be received but noted that repair work is required maintenance	TBC	
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12. Finance Committee

It was resolved to create a Fundraising Applications Working Group, and the committee members will be: Councillors M. Williams, M. Joannes, D. seal, S. North, T. Fryer

Proposed timelines and budget for projects identified:

- Pump track – provisional budget of £100k, set for 2025-26
- Path around the playing fields - provisional budget of £100k, set for 2025-26
- Updating Playgrounds – provisionally set for 2025-26
- Upgrade the tennis courts - timeline 2026-27
- Multi-use games area to be cleaned, both the court and frame in 2023-24, subject to money available
- Replace the blinds in the Jubilee Hall with a film to reduce sun glare - schedule for 2023-24

It was resolved to accept the timelines and budgets proposed.

Proposed: M. Barton, **Seconded:** D. Seal, **All in Favour**

13. Jubilee Hall Roof Repairs

Repairs are required to stop the leaking of the roof over the sports hall and storeroom. D. Seal to get a quote for the cost of the infills that require replacing.

14. Legionella Report

Councillor T. Eastwood gave a brief background on the situation and measures that have been taken since to rectify the issue. He is now working with the Parish Office to set up appropriate processes going forward and proposed that the Parish Clerk becomes the Responsible Person, with monitoring being weekly initially and then monthly going forward.

It was resolved that the Parish Clerk would become the Responsible Person

Proposed: M. Joannes, **Seconded:** M. Williams, **All in Favour**

15. Zero Hour

To discuss and resolve if EPPC wishes to sign up to the Climate and Ecology Bill:

www.zerohour.uk/full-bill-pdf/

This item was deferred to November to further investigate the background of the organisation and remit of the bill.

16. Playing Field Facilities

D. Fairless reported that he has received several complaints from residents regarding the language used by the youth sitting inside the shelter and the offensive graffiti sprayed on the walls inside. The current location of the shelter next to the preschool playground is no longer felt appropriate. Discussion was held on where would be a suitable alternative location for the shelter, given the previous issues of vandalism and fires being set inside in it's original setting at the far end of the Playing Fields. It was finally resolved to move the green shelter back to the far end, rather than have it removed completely as is recognised that the behaviour shown is not a true reflection of all users and that that part of the community should continue to be able to use it.

Proposed: T. Fryer, Seconded: M. Barton, 1 abstained and all others were in favour

D. Fairless also raised the issue of the suitability of the current playground equipment for the target audience stated on them. Following a complaint from the public on this, discussion was had on the age of those attempting to use the larger pieces of equipment versus it's target age and the risk of injury to the children. This will feed into the proposed survey of users and feedback received in order to make an informed decision on what should be provided in the future.

It was noted that the playground gates still require fixing, but this will be completed before the next meeting, subject to the parts having arrived.

17. Planning

17.1 EPPC response to consultation regarding double yellow lines along Branbridges Road
After discussion on the pros and cons of the proposal, it was resolved to vote for no response to be made on behalf of EPPC.

Proposed: S. North, Seconded: D. Seal, All in Favour

17.2 Permit Application for streetlight works to be carried out along Pound Road
Short discussion was held on the need for a permit for the street light repairs to be carried out and clarification as to who should apply for the permit if needed to be sought.

18. Matters for discussion in private

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

Date and Time of next meeting: Wednesday 15th October at 7pm