

# EAST PECKHAM PARISH COUNCIL

The Parish Office, East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent TN12 5BT

Clerk to the Council, Mrs M Piscina , Telephone 01622 871309

Website: [www.eastpeckham-pc.gov.uk](http://www.eastpeckham-pc.gov.uk) Email: [councilmanager@eastpeckham-pc.gov.uk](mailto:councilmanager@eastpeckham-pc.gov.uk) Twitter @East PeckhamPC

## To Members of East Peckham Parish Council

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the Full Parish Council to be held on Wednesday 18<sup>th</sup> September 2024 in the Meeting (Committee) Room at the East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent, TN12 5BT at 7.00 p.m.

Yours faithfully.

Michelle Piscina, Parish Clerk.

13.09.2024

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. If members of the public do not wish to be filmed, please contact the Clerk before the meeting starts.
- Mobile phones must not be used during meetings
- The meeting will adjourn for 15 minutes to take questions from the public and each speaker will have 3 minutes. 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, councillors who wish to speak should raise their hand and await acknowledgement from the Chairman
- 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.

## AGENDA

1. **Apologies for absences and absentees:** To receive and approve any apologies.
2. **Declarations of Interests and/or lobbying**
3. **Minutes of the previous meeting -** To confirm the accuracy of the minutes of the meeting held on 17<sup>th</sup> July 2024
4. **To receive an update on items discussed and resolved at previous meeting**
5. **Elections and Vacancies**  
Councillor vacancies: There are currently 3 vacancies.  
  
5.1 To approve new Co-option Policy
6. **Reports from Police & Community Warden**  
  
*Suspend Standing Orders to enable members of the public to address the meeting*
7. **County Councillors, Borough Councillors, Residents,**
  - 7.1 To receive reports from County Councillor, Borough Councillors,
  - 7.2 To receive correspondence from residents
  - 7.3 To take questions from residents  
(Councillors will not have a discussion or debate on the residents' issues. They will decide if the issue is to be placed on the next Full Council Meeting Agenda or if the Clerk could reply to the resident)  
*Standing Orders to reconvene*
8. **To receive a report from the Chairman / Clerk.**

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9. **Groups & Organisations:** To receive reports from the Chairman of Committees, Sub-Committees and Working Groups that have met since the last Full Council Meeting
10. **Members who attended any meeting on behalf of EPPC not included elsewhere on the agenda will be invited to give a report.**
11. **Finance**
  - 11.1 To review and approve Bank Reconciliations and Accounts for July and August 2024
  - 11.2 To review and approve Schedule of Upcoming Payments
  - 11.3 To discuss and resolve requests for grants and donations
  - 11.4 To discuss and resolve any quotes received
  - 11.5 To appoint a new Internal Auditor
  - 11.6 To Accept the new Financial Standing Orders
  - 11.7 To review recent communication from the Ombudsman regarding NatWest and resolve whether to accept the proposed solution.
12. **Antisocial Behaviour within the village**

To briefly review and resolve any actions required to help reduce the recent antisocial behaviour within the village
13. **Perimeter Footpath**

To consider the response received from Planning and resolve how wish to proceed
14. **Byway Application Response**

To determine the response EPPC wishes to submit in relation to the Informal Consultation received.
15. **Formulation and Adoption of an Anti-bullying and Harassment Policy**

To discuss the proposed policy and resolve whether to approve it for adoption by the Council
16. **KALC AGM and Motions to propose**

To discuss and resolve any motions EPPC wishes to put forward for consideration at the AGM in November
17. **Parish Office Opening Hours**

To review and resolve proposed changes to the office opening hours
18. **Review Committee Members and Quorate Numbers**

To review current membership of each committee and resolve any changes in quorate numbers required.
19. **Matters for discussion in private**
  - 19.1 Staffing Matters
    - 19.1.1 To review and resolve any changes to payroll
    - 19.1.2 To review and resolve request for additional hours
    - 19.1.3 To approve additional hours for the Assistant Clerk whilst the Parish Clerk is on leave in October
  - 19.2 To confirm costs associated with the land purchase
20. **Matters to be discussed and decided at the next meeting.**
21. **Date and Time of next meeting:** Proposed *Wednesday 18<sup>th</sup> September 2024*