

# 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

**Minutes** of a meeting of the Full Parish Council 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.

## MINUTES

### 1. **Apologies for absences and absentees:**

**Present:** Councillors M. Williams, M. Joannes, A. Courtney-Jones, T. Eastwood, R. Mewett, Parish Clerk

**Apologies noted** for Councillor Fairless, Councillor North and Councillor Seal, as well Borough Councillor M. Boughton and KCC Councillor S. Hudson

### 2. **Declarations of Interests and/or lobbying**

None

### 3. **Minutes of the previous meeting**

It was resolved to accept the minutes of the meeting held on 17<sup>th</sup> July 2024 as a true and accurate record.

**Proposed:** M. Joannes    **Seconded:** T. Eastwood    **All in favour**

### 4. **To receive an update on items discussed and resolved at previous meeting**

Councillor Eastwood shared the quote from Marwood's for solar powered streetlights.

Quote for Refurbishment of Methodist Church Clock – it was resolved to go ahead with getting the quote and review at the next meeting.

### 5. **Elections and Vacancies**

Councillor vacancies: There are currently 3 vacancies.

Council has received an application, candidate to attend October meeting as per new policy

#### 5.1 To approve new Co-option Policy

The introduction of the proposed Co-option policy was approved

**Proposed:** M. Williams    **Seconded:** R. Mewett    **All in favour**

### 6. **Reports from Police & Community Warden**

Report received from PC Mayers stated in Appendix 1 at the end of these minutes

*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, - none received

7.2 To receive correspondence from residents

The Parish office has received correspondence regarding the following issues:

Streetlights requiring repair – quotes for repairs to be approved under Point 11.4: Quotes

Village fingerpost signs requiring repair – quotes have been requested for the repairs and cleaning,

The loose steps outside the beauty salon – Parish Clerk has reported to KCC several times and awaiting update. Overgrown hedges from the old allotment site, which have since been remedied.

7.3 To take questions from residents

None present

*Standing Orders to reconvene*

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

Chairman – Highways update – the request for 30mph speed limit for Little Mill has been refused on the grounds that repeater signs and lights are required and there are none available to use. Has suggested a

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40mph limit but was referred back to the ATC showing average speed was only 35mph so no point. Ongoing consideration to be given to this matter.

Clerk – Following reports of the sports hall floor being slippery, the Parish Office has reviewed the cleaning schedule, confirmed products used by the cleaner and arranged for the floor to be deep cleaned to remove an potential build up of grease / dirt which currently appears to have resolved the issue. Daily monitoring will continue over the next few weeks.

**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

Youth and Community: the meeting was not quorate so unable to go ahead.

Events – The D-Day event went well, notes made for possible changes to future events. The Halloween event taking place on 26<sup>th</sup> October with planning well underway. Christmas Light Switch on will take place on Friday 6<sup>th</sup> December.

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

Councillor Mewett attended the PPP, the focus was mainly on the Local Plan.

Parish Clerk and Assistant Clerk attended the recent KALC Finance Conference, covered budgeting, Scribe, Annual Audit issues etc

**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

The schedule of upcoming payments was reviewed and approved:

One Touch Cleaning	£800
Engie - JH	£awaiting first invoice
Veolia	£130 circa*
HMRC	£680.17
Nest	£231.62
Castle Water	£40*
Engie – PC's	£
British Gas	£80.81 circa*
Grassland Services	£TBC
Domestic Rates (TMBC)	£523.50 (October)
Mark Edwards	£TBC

\* Awaiting current invoice for these Direct Debits

11.3 To discuss and resolve requests for grants and donations

*None received*

11.4 To discuss and resolve any quotes received

Moles – resolved to go ahead with quote from Rid Of Moles

Hanging baskets at the Jubilee Hall – deferred to Assets to get costings to places on poles

Fencing for the adult equipment area – Option 1 was approved, in Green

Fire proof cabinet for Parish Office documents – resolved to purchase at a cost of £1300

Bins – resolved to purchase 4 themed bins for playgrounds plus large green bin for MUGA

Streetlights – resolved to accept the quote for 4 outstanding lights to be fixed, going forward considering switch to solar lights.

Adult Goal Posts – resolved to purchase from Pembury FC for £800

Above decisions **Proposed:** M. Joannes **Seconded:** T. Eastwood **All in Favour**

11.5 To appoint a new Internal Auditor

It was resolved to appoint Mulberry's as the new Internal Auditor for 2024/25

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**Proposed:** M. Williams    **Seconded:** T. Eastwood    **All in favour**

- 11.6 To Accept the new Financial Standing Orders  
Resolved to accept the new FSO, subject to include paragraph regarding the process for verifying correct bank account details by another person other than the one processing the online payments

**Proposed:** R. Mewett    **Seconded:** M. Williams    **All in favour**

- 11.7 To review recent communication from the Ombudsman regarding NatWest and resolve whether to accept the proposed solution.

It was resolved to accept the offer proposed by the Ombudsman

**Proposed:** M. Williams    **Seconded:** M. Joannes    **All in favour**

## 12. Antisocial Behaviour within the village

The green shelter issues have reduced; placing a bin bag there and regularly monitoring it is currently working, resolved to continue to monitor and to leave where it is. The new bin for the MUGA to be placed on the other side so can be used by those using the green / blue shelters.

Public toilets – resolved to close overnight, 8pm-ish to 7am for next couple of months and monitor the situation.

The 30mph speed limit sign along pound Road has graffiti on it – Parish Office to report to Kent Highways

**Proposed:** R. Mewett    **Seconded:** M. Joannes    **All in Favour**

## 13. Perimeter Footpath

Councillor Joannes stated current feedback on the perimeter footpath is that the footpath is wanted.

It was resolved to resubmit the application with the alternative route avoiding the tree roots. Resolved to gain quotes on different types of surface, using initial measurements of 1.4m x 900m and review next month.

**Proposed:** M. Joannes    **Seconded:** A. Courtney-Jones    **All in favour**

## 14. Byway Application Response

It was resolved to respond to the Informal Consultation received stating that EPPC support Residents' evidence on the longevity of usage of the Byway and continue to support the application.

**Proposed:** M. Williams    **Seconded:** R. Mewett    **All in favour**

## 15. Formulation and Adoption of an Anti-bullying and Harassment Policy

It was resolved to approve the proposed policy and create a working group to further develop the policy in conjunction with other local councils.

**Proposed:** R. Mewett    **Seconded:** M. Williams    **All in favour**

## 16. KALC AGM and Motions to propose

It was resolved to propose the motion of addressing the lack of anti-bullying and harassment of the council, that the Standards code does not address the issues. EPPC are looking to create solidarity across local councils in Kent.

**Proposed:** R. Mewett    **Seconded:** T. Eastwood    **All in favour**

## 17. Parish Office Opening Hours

It was resolved to alter the office opening hours for a two month trial:

Mondays: 9.30am – 1pm

Tuesdays: 9.30am – 1pm

Wednesdays: 9.30am – 1pm

Thursdays: closed

Fridays: 9.30am – 1pm

**Proposed:** M. Joannes    **Seconded:** R. Mewett    **All in favour**

## 18. Review Committee Members and Quorate Numbers

It was resolved that the chair of each committee will review the TOR's and number of Councillors required and Feedback at the October meeting.

**Proposed:** M. Williams    **Seconded:** R. Mewett    **All in favour**

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## 19. Matters for discussion in private

### 19.1 Staffing Matters

#### 19.1.1 To review and resolve any changes to payroll

It was resolved to increase the Assistant Clerk's spinal point by 2 places to step 19 to reflect the level of responsibility included in the role

#### 19.1.2 To review and resolve request for additional hours

It was resolved to approve the increase in proposed hours: 9-5.30pm x 3 days.

#### 19.1.3 To approve additional hours for the Assistant Clerk whilst the Parish Clerk is on leave in October.

It was resolved to approve, additional hours if required and paid overtime.

**All the above Proposed:** M. Williams      **Seconded:** M. Joannes      **All in favour**

#### 19.2 To confirm costs associated with the land purchase

It was resolved to accept the proposed costs.

**Proposed:** T. Eastwood      **Seconded:** M. Joannes      **All in favour**

## 20. Matters to be discussed and decided at the next meeting

Options for skatepark

Surveillance Camera Commissioner

Application for registration of land as a Town or Village Green

Land registry search for grass by the Addlestead Road Bus Stop

*Stop being a Rural Service Centre, be a Rural Development – to be added to the Planning Agenda*

## 21. Date and Time of next meeting: *Wednesday 16<sup>th</sup> October 2024*

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## Appendix 1

### Report Received from PC Myers

Between 25<sup>th</sup> July – 17<sup>th</sup> September there were 61 reports to Kent police for East Peckham. These include theft, bad driving, vehicle interference, nuisance vehicles, burglary, vehicle theft and trespass. I have been made aware that the A228 has a lot of issues re cars racing on a weekend evening. As such I myself have patrolled there at these times and have enlisted the help of our local response team who moved these folks along. I would like to say that this would be an end to it but realistically I believe speed cameras would be the only viable long term option. I have spoken with the relevant authorities to highlight this and I shall let you know if I receive any response.

There were also issues along the river regarding speedboats causing grief. Myself and our specialist marine unit have conducted patrols along this river and have engaged with local businesses who make use of the river and highlighted safety measures and provided a bit of support. It was good to get out on foot and boat!

Re the thefts these are mostly from the petrol station and again myself and PC Moore hopped out to conduct some late night patrols and speak with them. In the case of trespassers and vehicle theft I would just like to reiterate that anyone witnessing suspicious activity such as persons scouting properties/vehicles this can be called in on 999. If descriptions/footage/ vehicle registration numbers can be provided then that is very helpful but only as long as it is safe to do so. Even if it is a case that nothing is actually stolen it still means we might get a shot at stopping the people and taking their details for intelligence purposes. Anything to help build up a picture of what is going on and it can also act as a bit of a deterrent if people know they are being monitored!

You may have heard of an incident whereby a group of youths were causing problems in the post office, I have spoken with the owner at length and completed the enquiries for the investigation. This group were from out of town and were staying nearby for a weekend. When I attended to speak with them they had already scarpered but the good news is that they are not likely to return and cause any more bother.

As always, if there is anything I should know about please shout, any urgent matters always 999 and any criminal matters to be reported either 101 or online in addition to making me aware.