

# 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 SUMMONSED TO ATTEND a meeting of the Full Parish Council to be held on Wednesday 15<sup>th</sup> January 2025 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.

09.01.2025

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 7 Nolan Principles and Code of Conduct for conduct of people in public life.

## AGENDA

1. **Attendees, 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 18<sup>th</sup> December 2024
4. **To receive an update on items discussed and resolved at previous meetings**
5. **Elections and Vacancies**  
Councillor vacancies: There are currently 2 vacancies.
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**
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

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10. **To receive reports from members who attended any meeting on behalf of EPPC not included elsewhere on the agenda**
11. **Finance**
  - 11.1 To note the approval of Bank Reconciliations and Accounts for November and December 2024
  - 11.2 To review and approve the Schedule of Upcoming Payments
  - 11.3 To consider any requests for grants and donations
  - 11.4 To consider any quotes received
12. **To consider if the council wishes to hold a summer event in commemoration of the 80<sup>th</sup> anniversary of VE Day on Saturday 10<sup>th</sup> May 2025**
13. **To consider nominees for the KALC Awards 2025**
14. **Policy and TOR Approval**

Final Approval of the Staff Induction, Staff Appraisals, Annual Leave, Performance Review, Staff Disciplinary Policies, and Staffing Committee Terms of Reference.
15. **Parish Council Facilities Survey Results**

To consider the results of the survey and any potential outcomes
16. **To consider the proposed final Budget and Precept for 2025/26**
17. **Planning – applications to consider:**

Ref: 24/02088/PA  
**PROPOSAL:** Single storey side and rear extensions, new front porch and erection of a detached outbuilding  
**LOCATION:** 46, OLD ROAD, EAST PECKHAM, TONBRIDGE, TN12 5ET
18. **Matters for discussion in private**
  - 18.1 To consider the updated job description for the maintenance role in order for the clerk to commence recruitment process
19. **Matters to be discussed and decided at the next meeting.**
20. **Date and Time of next meeting:** Proposed *Wednesday 19<sup>th</sup> February 2025 at 7pm*