

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 Email: councilmanager@eastpeckham-pc.gov.uk Twitter @East PeckhamPC

Minutes of a meeting of the Full Parish Council held on Wednesday 16th April 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.

MINUTES

1. **Attendees, apologies for absences and absentees:** To receive and approve any apologies.
Attendees: Councillors M. Williams, D. Seal, T. Eastwood, J. Scorey, M. Joannes, D. Fairless, Parish Clerk, TMBC Councillor M. Boughton, 2 residents
Apologies: Councillors S. North, A. Courtney-Jones, County Councillor S. Hudson
2. **Declarations of Interests and/or lobbying**
None
3. **Minutes of the previous meeting** – It was resolved to accept the minutes as a true and accurate record of the meeting held on 19th March 2025
Proposed: D. Seal Seconded: M. Joannes All in favour
4. **To receive an update on items discussed and resolved at previous meetings**
None
5. **Elections and Vacancies**
Councillor vacancies: There are currently 3 vacancies, one application has been received, but resident requested to defer as currently away.
6. **Reports from Police & Community Warden**
None received

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,
M. Boughton gave a brief report regarding TMBC – currently in purdah due to the upcoming election so some decisions are on-hold / delayed. Current large project is the replacement of the Angel Leisure Centre. The Grove Farm planning application has been called into Committee. Has met with residents in East Peckham regarding the Addlestead Road Barn conversion, which is likely to also be called it into Committee.
 - 7.2 To receive correspondence from residents
Clerk reported correspondence had been received from residents; a Freedom of information request regarding Snoll Hatch and Addlestead Road survey in 2024, an invitation to a meeting regarding the Kent Men's Shed project, a complaint regarding the noise made footballers on a Sunday morning, a request for the council to consider purchasing a Speed indicator Device (SID)
 - 7.3 To take questions from residents
2 residents gave details on the planning application they had submitted, which was later discussed under Point 16, Planning.

Standing Orders to reconvene
8. **To receive a report from the Chairman / Clerk**
Chairman gave a brief synopsis of the recent KALC meeting he attended and has issued notes from it.
Clerk: Public toilet conversion is going well. Still experiencing some issues with the public toilets is awaiting a quote for automatic locks that will be on a timer to help reduce anti-social behaviour overnight. The Facilities

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Maintenance role has been filled and they will start next month. The cardboard bin is not being locked by the waste collection supplier so have complained to the company and put a sign up reminding residents it is not for public use. The Parish Office is very currently very busy, especially with the Easter closure then leading straight into The VE Day anniversary celebrations.

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

M. Joannes: Event Committee – the VE day event planning is well underway, with 17 stalls currently sign up and 2 lots of entertainment confirmed.

10. **To receive reports from members who attended any meeting on behalf of EPPC not included elsewhere on the agenda**

D. Seal attended the Kent Resilience training session, giving a talk on the EPPC resilience plan and what is involved in it.

11. Finance

- 11.1 To note the approval of Bank Reconciliations and Accounts for February and March 2025

It was noted that the accounts and bank reconciliations has been approved and signed by D. Seal, as Vice-Chair, as per our Financial Standing Orders.

- 11.2 The April Schedule of Upcoming Payments was approved:

Veolia	£138.65
HMRC	£833.79
Nest	£ 263.54
Castle Water	£6.26
Engie	£ not received yet
British Gas	£ Not received yet
Mark Edwards	£900
Mediatek	£85.00
Event expenses	£100.85
Brightsparks	£2164.22
Paynes Property	£840.00
PC Matters	£101.54
Salaries	£3348.39
TMBC Council Tax	£523.95

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

- 11.3 To consider any quotes received

Quote received from KALC for CiLCA training for £300 vs £450 from SLCC, which council agreed to accept.

Proposed: D. Seal Seconded: E. Eastwood All in favour

- 11.4 To consider any grant requests received

Hi-Kent submitted a grant request for £480. After consideration, it was proposed to award half of the monies requested; £240.

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

12. Volunteering Policy and Volunteer Registration form

Council reviewed and approved the policy and registration form for adoption.

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

13. Updated Model Financial Regulations

Council noted the updates to Regulations 5.4, 5.7 and 5.11. brought about because of The Procurement Act 2023 and The Procurement Regulation 2024 that recently came into force and adopted the updated and approved adoption of the update Financial Regulations.

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

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14. Bye-Laws

T. Eastwood gave a synopsis of the Bye-laws and work that has been done on them to-date. A final draft will be circulated for the last review, and once approved will be passed to the Parish Office to process the application for agreed updates.

15. FA Funding for the Playing Fields Pitch Improvements

Chairman explained the need for the landlord agreement; that the team require in order to receive the grant from the FA. Discussion was had over length of tenure etc and landlord rights. It was resolved to defer to next month, whilst checking the legal ramifications and contract for a 10 year lease.

Proposed: D. Fairless Seconded: T. Eastwood All in favour

16. Planning – applications to consider:

Ref: 25/00578/PA

PROPOSAL: Erection of two storey side extension, rear infill extension, removal of chimney and replacement of existing windows

LOCATION: 31, ADDLESTEAD ROAD, EAST PECKHAM, TONBRIDGE, TN12 5DR

Council had no objections. Proposed: D. Seal Seconded: M. Joannes All in favour

Ref: 25/00656/PA

PROPOSAL: Redevelopment of HMO/Student accommodation to provide 17 new homes

LOCATION: GROVE FARM, MAIDSTONE ROAD, HADLOW

Council had no objections. Proposed: T. Eastwood Seconded: D. Seal All in favour

17. Parking at Pound Road/Coults Close

M. Boughton explained potential location outside Co-op store would be defined by white edge of carriageway hatching, and why double yellow lines and 'dog bones' aren't applicable to it. EPPC is getting a quote for signage to denote Coults Close and Brunswick Yard, M Boughton will approach the developer to see if they will pay for and install the street signs.

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

Annual Parish Meeting – review of Policies and Procedures

Kent Men's Shed project

Co-option

FA Funding – Landlord / Tenancy agreement

Increase budget for Community Garden works

External CCTV quotes for new Public Convenience.

19. Date and Time of next meeting: Wednesday 21st May 2025 at 7pm