

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 18th June 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:**

Present: Councillors D. Seal (Acting Chair), M. Joannes, T. Eastwood, J. Scorey, D. Fairless, Parish Clerk, 2 residents

Apologies: M. Williams, M. Boughton, Absent: S. North

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

Councillor M. Joannes declared an interest in Point 14 – Planning Application

3. **Minutes of the previous meeting**

It was resolved to accept the minutes of the meeting held on 21st May 2025 as a true and accurate record.

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

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

Bye-laws – T. Eastwood – has continued to work on the relevant documentation required. Final draft to be passed to the Parish Office for printing and binding. Public are able to view and comment on them for a period of 6 months before any changes can be officially made. Public Toilet is almost finished, awaiting final fitting of the locking system and installation of CCTV camera.

5. **Elections and Vacancies**

5.1: To consider and resolve Co-option of 2 residents to the Full Council, as per Co-option Policy

Following a brief discussion with the councillors, the candidates left the meeting whilst Council considered their applications and then voted. The outcome was as follows:

Resident 1 was Co-opted to the council (votes: 5 in favour, 1 abstained)

Resident 2 was not Co-opted to the council (votes: 2 in favour, 4 not)

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

Report from Community Warden Diane Wakeling received:

Working Days: Tuesdays

Event	Number of occasions	Comment
Social welfare visits	5	Support the community after the loss of a very active member of groups Attend the funeral of a resident, for support of the family
Antisocial Issues Neighbour Disputes		
Community Groups	2	Touched base with groups.
Projects		
Hot Spot Areas & Action Taken	3	Action taken during a hit and run incident. Contact highways to repair damaged road after accident. Reported fly tip Chased up Community Payback to complete garden clearance.

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Standing Orders were suspended to enable members of the public to address the meeting

7. County Councillors, Borough Councillors, Residents,

- 7.1 Report received from Matt Boughton, Borough Councillor (read by Parish Clerk)
The dog poo bin by the school was removed as the iron post had corroded through. Has already contacted Waste Services regarding a replacement and will update once received a response. The Community Safety Team continues to expand. Parish Councils who contribute towards the team will be allocated an officer to their Parish, asks if EPPC is interested in doing so. A camera will be installed in Old Church Lane to help tackle the ongoing fly tipping.
- 7.2 To receive correspondence from residents
Correspondence has been received regarding water leaks, overgrown hedges and overgrown grass areas in Golding Gardens. A streetlight has been reported as being on 24/7, Brightsparks will be attending onsite to resolve. 1 resident requested advice regarding permitted fence height and planning regulations. Have corresponded with a resident and the Associate Archdeacon of Tonbridge regarding the grass cutting at Holy Trinity, details to be covered in Point 12.
- 7.3 To take questions from residents – none posed

Standing Orders reconvened

8. To receive a report from the Chairman / Clerk

Chairman – has circulated regarding conference he attended.

Clerk: The office has been very busy reporting issues around the village to the relevant departments: 2 water leaks, overgrown hedge by the Village Hall, debris on the bypass by Branbridges roundabout, a damaged fence to Clarion, the dog poo bin to TMBC, a truck in Pattenden Gardens that has no tax or MOT and is full of junk was highlighted to local police officer. Highlighted a resident was found unconscious in the poly tunnel last week, an ambulance was called and resident was ok after being checked over in A&E. Raised concern over the difficulty of exiting the poly tunnel if the door closes – D. Seal to review urgently and arrange a replacement latch. Noted the Assistant Clerk is on leave next week for 1 week.

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
Events committee – M. Joannes gave a brief update from the Youth & Community and Events meeting held earlier this evening. Halloween Event will take place on Saturday 1st November at the Jubilee Hall, Christmas Lights Switch On will take place on Saturday

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

None received

11. Finance

- 11.1 To note the approval of Bank Reconciliations and Accounts for May 2025
- deferred due to time spent resolving a historical issue with end of year accounts
- 11.2 The Schedule of Upcoming Payments was approved:
- | | |
|--------------|-----------------|
| Veolia | £138.65 |
| HMRC | £ 845 |
| Nest | £ 263.54 |
| Castle Water | £156, £5.75 |
| Engie | £165.81, 160.96 |

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British Gas	£ 350
Maintenance expenses	£18.46
Online Playgrounds	£865.00
Pest Control	£90
PC Matters	£101.54
Salaries	£3750
Drax	£9000**
Parish Online	£205.20
TMBC NNDR	£524

**DRAX – have finally reissued invoices that have been outstanding since October 2024, Clerk to continue investigating the administrative issue.

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

- 11.3 To consider any quotes received
Community Garden seating: £1000
Proposed: M. Joannes Seconded: T. Eastwood

Road sign for Coult's Close: £50
Proposed: T. Eastwood, Seconded: D. Seal

- 11.4 To consider any grant requests received
Request received from Kent Air Ambulance towards their ongoing running costs.
It was resolved to award £100
Proposed: M. Joannes Seconded: J. Scorey All in favour

- 11.5 Approval of review of inventory of land and other assets including building and office equipment
(Asset Register – deferred in May due to issue with accounts package)
The Asset Register was approved subject to verifying if trees need adding
Proposed: M. Joannes. Seconded: T. Eastwood All in favour

- 11.6 To receive and note the Annual Internal Audit Report – not yet received, deferred to next week for review at an Extraordinary Full Council meeting, once received following resolution of historical issue.

- 11.7 To review and approve all documents associated with the 2024/2025 AGAR – deferred to next week for review at an Extraordinary Full Council meeting.

12. Grass Cutting at Holy Trinity

To consider and resolve the ongoing issue of the strimming of the grass in the newer area of graves, following a further complaint from a resident.

T. Eastwood fed back to the meeting having spoken to the reverend and to the contractor, explaining concerns / issues on both sides. Council considered setting a budget for Holy Trinity to then manage the process, but was felt could cause further issues. It was resolved that as the gap is too narrow for a mower, a trimmer will need to be used, but a leaf blower will then be used to blow the grass away and done at the time of the strimming. The clerk has followed up with the Associate Archdeacon of Tonbridge, questioning why the regulations for grave decorations have not been kept to, which is causing the issue.

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

13. Perimeter Path

Council consider if and how they wish to proceed with the potential perimeter path, given the planning application considerations. A full application would be required to complete the whole footpath, along with

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A topographical Survey, tree survey, Design Drawings, Planning Statement and Planning Application.

If done in stages, a shortened path (up to 200m³) requires: Design drawings, Planning Cover Letter and a Planning Application.

It was resolved to go ahead with the second option, Assets to recommend initial route. T. Eastwood to measure length of paths and discuss at Assets.

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

14. Planning – applications to consider:

Ref: 25/00934/PA

PROPOSAL: Prior written consent: 1 x Ash (standing adjacent to car parking space in location marked on applicants plan) – Remove and replace with a Cherry tree.

LOCATION: 1B, The Freehold, East Peckham, Tonbridge, TN12 5AA

It was resolved that council had no objections

Proposed: T. Eastwood Seconded: J. Scorey All in favour

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

AGAR Docs,

Internal Audit Report

Overtime

Bye-law amendments process

16. Date and Time of next meeting: Wednesday 16th July 2025 at 7pm

Meeting closed at 8.40pm