

EAST PECKHAM PARISH COUNCIL

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

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Minutes of a meeting of the Parish Council's Local Development Sub-Committee on Thursday 25th September at 7pm in the Meeting / Committee Room at the Jubilee Hall, Pippin Road, East Peckham, TN12 5BT.

MINUTES

1. Attendees and Apologies for Absence

Attendees: Councillors M. Williams, D. Seal, S. North, K. White, R. Mewett, G. Glennie, Parish Clerk

Councillor North proposed a motion to deal with Agenda Items 4 & 5 first, seconded by K. White, All were in Favour.

2. Appointment of Chair and Vice Chair

Following the updated TOR's being accepted, it was resolved:

3. To appoint M. Williams as Chair, proposed: K. White, seconded: S. North, all in favour

To appoint K. White as Vice Chair, proposed: M. Williams, seconded: R. Mewett, all in favour

4. Approval of the minutes of the meeting held on 23rd July 2025

Subject to clarifying point 5; The Plan timetable will be published on the council website, it was resolved to accept the minutes as a true and accurate record.

Proposed: D. Seal, Seconded: K. White

5. Move a motion in pursuance of Standing Order 9

It was resolved to suspend the SO 9, in relation to discussing an item less than 6 months after it had previously been resolved in order to discuss Agenda Item 5.

Proposed: S. North, Seconded: D. Seal, All in favour

6. Review and approval of the updated Terms of Reference for the Local Development Sub-Committee, following new TOR's for the Planning & Transport Committee

Following a full review, it was resolved to accept the updated version of the TOR.

Proposed: Sophie North, Seconded: D. Seal

TOR to be approved by P&T Committee in October

7. Key Priorities discussion

The committee reviewed the current 'planning checklist' of things to consider when reviewing larger planning development applications.

Areas to be potentially added: Flooding, Types of housing – to include elderly, social housing etc, consideration of the owner being responsible for any pipework etc below the ground,

It was resolved to use the checklist as a basis to create an up-to-date Key Priorities document for the subcommittee.

Proposed: K. White, Seconded: D. Seal

8. **Matters for Discussion in Private:**

8.1 Review Advice received from Counsel

The Committee reviewed the response received from Counsel. It was resolved that KW will thank Counsel for their advice, and state we require no further input at this stage.

It was resolved to send a follow up email to TMBC, stating council's surprise at still not having received a response to it's letter, despite numerous reassurances that it would. Committee to meet to discuss the response once received.

Proposed: K. White, Seconded: M. Williams, all in favour

8.2 To consider and resolve recommendations regarding budget, priorities and workload following the outcome of 7.1

To recommend to Planning and Transport Committee that a soft touch Neighbourhood Plan is produced. Subcommittee to gain quotes on potential costs to put to Planning and Transport Committee on 6th October 2025.

Proposed: M. Williams, Seconded: R. Mewett, all in favour

8.3 Update on Partnership Workings

Parish Clerk gave an update on the responses received from other local Parish Councils, having shared the letter sent to TMBC, with them.

9. **Next Meeting date: Tuesday 28th 2025**

Meeting closed at 20.24