

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 17th September 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 M. Williams, D. Seal, S. North, T. Eastwood, D. Fairless, M. Joannes, T. Hendry-Lewis, Parish clerk, 2 residents

Apologies: received and approved for Councillors A Courtney-Jones (illness), J. Scorey (holiday)

Apologies also received from KCC Councillor S. Hudson and TMBC Councillor M. Boughton

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 16th July 2025.

Proposed: M. Joanne, Seconded: D. Seal, All in favour

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

Clerk asked for clarification regarding the where the signage for Coult's Close is to be fitted. Councillor Eastwood suggested one of the two wooden posts located there, will do a site visit with the Clerk to gain measurements.

5. **Elections and Vacancies**

Councillor vacancies: There are currently 2 vacancies, 1 application received.

Co-option to take place in October

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

Community Warden – report received, *please see Appendix 1 at the end of the minutes*

Police – PC Mayers very briefly attended the meeting en route to a call out. She announced that she will be taking on a new role within the next couple of week, and that she will be replaced in due course.

Standing Orders Suspended

7. **County Councillors, Borough Councillors, Residents,**

7.1 To receive reports from County Councillor, Borough Councillors, Matt Boughton:

- 89% of residents on Hale Street, Church Lane, Smithers Lane and the surrounding roads wished for speed limit reductions to be pursued, this is now with KCC Highways to organise a full public consultation
- We await a response from Kent Police with progress on a speed camera for the bypass to help deal with the nuisance vehicles issue
- We are currently dealing with some complaints around problem parking in Snoll Hatch, if the Parish Councillors have any views on this, we would be pleased to hear them
- The Grove Farm planning application will be reported to TMBC Area 2 Planning Committee on Wednesday 3 December 2025
- Parking on double yellow lines at the junction of Old Road/Hale Street/Branbridges Road/Medway Meadows has been reported to us, traffic wardens have made visits during working hours and will ticket any vehicle parked on double yellow lines

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7.2 To receive correspondence from residents

- A Request to facilitate the weedkilling at St Michael's – Parish Clerk to contact Mark Edwards for a quote for council to consider in at the next meeting.
- Overgrown hedges – Parish Clerk has reported to KCC as not on EPPC land
- Requests for stalls at the Christmas Lights switch on event
- A complaint re parking in and around Bramley road on Sundays due to football matches. Clerk has contacted relevant teams to request they park along Pound Road or Church Lane and walk along the paths to the playing fields to reduce the congestion in the area.

7.3 To take questions from residents

No questions received.

Standing Orders reconvened

8. To receive a report from the Chairman / Clerk

Chair M. Williams gave an overview of the KALC Finance Conference as attended by himself and the Parish Clerk. Topics included the Community Warden Service, Community Right To Buy, Budgeting and Forecasting, Calculating the Precept and the potential options for Devolution that are being considered.

Parish Clerk gave a brief update on several acts of vandalism over the past few weeks: cherry blossom tree stake removed from the tree that was vandalised, thefts from the allotments and trees being battered, signs being ripped down from the MUGA.

Cleaning issues – currently unhappy with the level of service received from our contractor, has raised issues several times but feels may need to consider finding an alternative one in due course.

Drax made a £50 goodwill payment in lieu of the invoice issues over the past year, which have now been resolved.

Engie – have requested a refund of the £7,329 the supplier took due to an overbilling issue which has now been resolved.

SSE Energy have offered £150 towards out of contract charges the council may incur due to their failure to register it's new account. Clerk to confirm that will cover the charges once the final bill has been received.

Football parking issues – has tried to balance out the allocated parking to reduce the congestion around the car park and surrounding roads. Has contacted the teams and requested they park along Church Lane or Pound Road and the walk along the footpaths to the pitches. Is considering contacting the leagues directly if required.

Will to look into alternative options if councillors have any suggestions.

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 & Community Committee: Community Garden progress is continuing, with the next phases including the installation of the pond and the plating of the trees. The Halloween event is taking place on Sunday 2nd

November and the activities are being prepared, with music and facepainting also on offer this year. Due to a lack of interest, the cookery classes are being dropped for now. Playground refurbishment is still a Work in Progress, the Christmas Lights Switch on will be on Saturday 6th December and plans are well underway.

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

PPP – D. Seal gave a brief overview on the topics discussed – the Devolution process, Tonbridge residents received a questionnaire regarding the creation of a Tonbridge Town Council. Noted that there may be some services that become withdrawn if the Parish Council doesn't pay for it, but yet to have any defined outcomes for Parish Councils at this stage.

M. Joannes – E.P. Library – still waiting for a date for it to reopen following the recent fire. As yet not had confirmation of how much damage was done, but reopening will not be immediate.

11. **Finance**

11.1 To note the approval of Bank Reconciliations and Accounts for July and August 2025 – deferred due to a reconciliation error affecting the final balance.

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11.2 It was resolved to approve the following Schedule of Upcoming Payments

Proposed: D. Seal, Seconded: M. Joannes, All in favour

Veolia	£166.82
HMRC	£ 1,136.22
Nest	£ 269.07
Castle Water	£63.39
Engie	£166.89,
One Touch	£ TBC
British Gas	£57.18
PC Matters	£101.54
Kent Grasslands	£TBC
M. Edwards	£TBC
KALC (Finance Conference)	£168 (Training)
First Aid Course	£80
Drax	£754 final bill, £150 credit has been offered towards it
TMBC (NNDR)	£524

11.3 It was resolved to defer the requests for grants and donations until the following meeting in order to determine how much is left in the budget

Proposed: M. Williams, Seconded D. Seal, All in favour

11.4 To consider and approve any quotes received

Footpaths for Community Garden - £6312.09 quote was accepted

Concrete outside the public toilets – quote for £530 +VAT was accepted

PPL PRS – it was resolved to only pay for the necessary PPL and PRS licences for the council to carry out it's duties, the cost of further licensing for exercise to music to be covered by the individual instructors or they must use royalty-free music.

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

11.5 It was resolved to approve payment of the renewal fee for the annual insurance policy, due in October, as part of the 3 year term agreed in 2024. Cost £6681.27.

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

12. Community Garden

Councillor Joannes gave an update on the works completed to-date and next steps forward. It was resolved and approve further budget: Tree planting budget- £320, Summer Maintenance of 40 hours a month for 6 months - £3840 if needed, for heavy lifting. Budget of £4160 to be taken from the Community Enhancement budget if required.

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

13. Men's Shed

Councillor Joannes gave an update on TM Active's plans to create an East Peckham Men's Shed and how EPPC could support the initiative. Council resolved to do so by providing a space for the weekly meetings to take place in free of charge for up to 6 months whilst it becomes self-sustaining.

Proposed: M. Joannes, Seconded: D. Seal, All in favour

14. Planning

APPLICATION NO: 25/01876/EIASCO (Tunbridge Wells Borough Council)

PROPOSAL: EIA Scoping Opinion: Proposed development of up to 520 residential dwellings, a local centre, sports provision, play space, together with associated drainage, landscaping and highways work.

ADDRESS: Badsell Farm, Badsell Road, Five Oak Green, Tonbridge, Kent

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Council expressed concerns the current infrastructure would not be able to cope; water supply, sewage removal, the doctors' surgery being full, traffic issues, the proposed location being a heritage site. Questioned what percentage will be kept for local residents and not sold to a London borough council.

Council resolved to submit a response objecting to the application as above.

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

Reference: 25/01332/PA

Proposal: Single storey rear extension

Location: FORGE HOUSE, 179, TONBRIDGE ROAD, EAST PECKHAM, TONBRIDGE, TN12 5JP

The application may be viewed at www.tmbc.gov.uk/view-planning-applications

Council resolved no objections to this application

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

15. Planning and Transport Committee Terms of Reference

Council reviewed and resolved to adopt the proposed Terms of Reference.

Proposed: D. Seal, Seconded: M. Joannes, All in favour

16. Investment Policy

Council reviewed and resolved to adopt the proposed Investment Policy.

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

17. Perimeter Path at The Playing Fields

It was resolved to measure an appropriate width, length of the path, and for councillor Eastwood to research appropriate path surfaces. Clerk to arrange a time to look at the width with T. Eastwood and feedback.

Also resolved to accept the Tender document draft once final measurements and surface have been confirmed.

Proposed: D. Seal, Seconded: M. Williams, All in favour

18. Byelaws

Councillor Eastwood has produced a final draft of the Byelaws for Councillors to review. Highlighted main aspects that cover horse riding, use of e-bikes on the field. Clerk to circulate the document to all councillors for comment, all to be sent by a deadline and then Councillor Eastwood and the Clerk to review final draft ahead of approval in October.

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

18. Council to consider and resolve any motions they wish to propose for inclusion at the KALC AGM

Resolved nothing wish to submit.

Proposed: M. Williams, Seconded: D. Seal, All in favour

19. Matters to be discussed in private

Staffing

15.1) Recruitment of Facilities Maintenance Role following staff resignation

Clerk highlighted difficulties of recruiting for just 6 hours per week, Council resolved to advertise the role for 8 hours a week and commence recruitment.

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

15.2) Clerk gave an update on the temporary admin support over the summer, and expressed concern at the current Parish Office workload with future upcoming projects that may add to this. It was resolved to use a recruitment agency for up to 8 hours a week for 3 months and then review.

Proposed: T. Eastwood, Seconded: T. Hendry-Lewis, All in favour

15.3) IT was resolved to accept the national increase in salaries for EPPC staff, backdated to April 2025.

Proposed: T. Eastwood, Seconded: T. Hendry-Lewis, All in favour

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

Byelaws

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Co-option
Anti-social behaviour team
Follow up on agency staff

21. **Date and Time of next meeting:** Proposed Wednesday 15th October 2025 at 7pm

Meeting closed at 9.07pm

Appendix 1:

Community Warden Report: EAST PECKHAM

Working Days: Tuesdays

Event	Number of occasions	Comment
Social welfare visits	4	Support the community. Supporting individual residents with several different needs
Antisocial Issues Neighbour Disputes		Glad to report that the pick up truck full of waste has at last been removed from Pattenden Gardens.
Community Groups	2	Touched base with groups, helping with tables and chair being put up and down
Projects		
Hot Spot Areas & Action Taken	3	Reported fly tip in Chidley Cross Road was removed very quickly. Another vehicle has been reported to me in Smithers Lane to be parked badly – will investigate next Tuesday.

Any Other Comments:

My work in EP is varied. There are a lot of elderly and vulnerable people, also the groups which meet on a bi-weekly basis are ageing and they are finding putting tables and chair out difficult. I'm available to assist at these groups. And support with refreshments, to enable to elderly to enjoy their clubs.

Warden: Diane Wakeling

Date August 2025