

# East Peckham Parish Council

## EPPC Full Council Minutes

Minutes of the Full Council Meeting, held on Wednesday 21st January at 7pm in the Parish Meeting Room, Jubilee Hall, Pippin Road, East Peckham TN12 5BT

- Attendees:** Councillors M. Williams (Chair), H. Wright, J. Scorey, T. Eastwood, A. Courtney-Jones, S. North, M. Joannes, D. Fairless, T. Hendry-Lewis, Parish Clerk, 1 resident, D. Seal (arrived 7pm)  
**Apologies for absence:** P. Patel, KCC Councillor Hudson, TMBC Councillor Boughton

- Signing of Minutes of previous meeting;**

It was resolved that the minutes of the meeting held on Wednesday 17<sup>th</sup> December 2025 were a true and accurate record.

Proposed: T. Eastwood, seconded: D. Fairless, all in favour

- Declarations of interest or lobbying**

None declared

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

The Council's Regulation 18 response to TMBC's draft Localplan was successfully submitted online and in person. TMBC's response is due in summer 2026.

- Elections and Vacancies:** There are currently no vacancies

- Reports from Police & Community Warden**

Reports received from PC Holdings and Community Warden Diane Wakeling (see appendix)

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

- County Councillors, Borough Councillors, Residents,**

- 7.1 Reports from County Councillors, Borough Councillors

Matt Boughton: The Regulation 18 response will be published in the summer, no date confirmed yet. The application for Designation of a Green Space response will also be released in line with the Regulation 18 response. The application of Area of Designation for the Neighbourhood Plan has to be publicised for a 6 week's consultation period, to allow for any potential objections before being approved. TMBC will confirm once this has completed.

- 7.2 Correspondence from residents.

- 1) A thank you for the new wooden benches in the playground areas, enabling them to be more accessible to everyone.

- 2) A complaint regarding the Collective Resident Response; resident emailed requesting to be added mid-afternoon on the TMBC closing date, did not realise they had missed the sign-up deadline.

- 3) Resident request that the trees touching their boundary fence are removed to enable them to safely replace their fence, and to consider removing the build up behind their fence, on the field. Clerk to gain a quote for the cost of this and report to Full Council.

Proposed: M. Williams, seconded: T. Eastwood, all in favour

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4) Community Warden reported an ongoing issue on behalf of a resident; they are struggling to safely exit their driveway due to large vehicles and tractors appearing at speed around the blind bend along Bells Farm Road. This will be raised at the February Planning and Transport meeting.

7.3 To listen to residents.

Rebecca Newton from TM Active gave an update on the Men's Shed; the first initial information session will take place on Wednesday 28<sup>th</sup> January at the Jubilee Hall, 2-3pm, and then launch fully on a weekly basis. She outlined what the sessions offers, the short and long-term aims and potentially for greater community involvement once fully established.

## **Standing orders reconvened**

### **8. Chairman / Clerk's Report**

Chairman: Has attended numerous meetings within the Parish Council, as well as KALC and TMBC meetings. Hand delivered the Council's hard copy of the PC's Regulation 18 Response to the TMBC offices. Has written to all TMBC Parish Council Chairs, inviting them to meet and discuss how they can collaborate on raising concerns regarding Housing Quotas, Infrastructure, and Water Supply. Sarah Barker from KALC has offered to help distribute across Kent and gain an even wider participation. Now awaiting responses but feedback has been positive so far.

Clerk: Have been closely monitoring the football pitches, recent weather has meant have had to cancel all matches so far this month plus some training sessions. Lots of remedial maintenance works have been completed – the tennis court fencing, goal post brackets etc. Have finally received a response from the external auditors, after chasing for 3 months. Will respond to their queries and await the final report. The sports hall bookings are increasing, have a variety of different activities available for residents to participate in.

### **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 and Community Committee: M. Joannes - have agreed and set provisional dates for events for the next financial year. Will be trialling an Easter Egg hunt around the village, hoping the Men's Shed will be able to make large wooden eggs that will be hung around the village for children to find. Budget has been proposed, with the Community Enhancement budget to be reduced, enabling an increase in grant budget and a permanent Community Garden budget.

Assets: T. Eastwood - Budget has been agreed and works agreed to be carried out.

Staffing: M. Williams – review of current staffing and future needs discussed and budget set.

Finance: M. Williams – Having received the proposed budgets from each committee, the Finance Committee reviewed the draft budget and updated accordingly and the proposed 2026/27 Precept.

### **10. Reports from members who attended any meeting on behalf of EPPC not included elsewhere on the agenda**

None

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**11. Admin Assistant Role:** Council to consider and resolve the proposal for a permanent Admin Assistant to join the Parish Office team.

It was resolved to employ a permanent Admin Assistant, 4 mornings a week from 9am – 1pm, and for the Parish Office to commence recruitment.

Proposed: M. Joannes, Seconded: S. North, all in favour.

## 12. Finance

12.1 To note the approval of bank reconciliations up to 31/12/2025

It was noted that the November and December 2025 bank reconciliations have been reviewed and approved.

12.2 To review and approve the schedule of upcoming payments

Veolia	£166.82
Hocu	£90
Online playgrounds	£195.00
Typecast	£186.00
HMRC	£1243.79
Salaries (Feb)	£5052.94
Nest	£ TBC
Castle Water	£46.05, £137.61
Engie (Gas)	£451.63
Engie (Electric)	£170.76
SSE Energy (Streetlights)	£624.78
Waterbutt Kit	£29.99
PC Matters	£101.54
Brook Street	£194.16
DM Payroll	£158.40

It was resolved to approve the payment schedule.

Proposed: S. North, seconded: T. Hendry-Lewis, all in favour

12.3 To consider any requests for grants and donations

No grants received, Clerk highlighted there is £610 left in the budget for this financial year.

12.4 To consider and resolve any quotes received

None received

12.5 To resolve to put the following contracts out to tender: Playing Fields Maintenance, Village Grass Cutting, Churchyard Maintenance.

As part of financial transparency the Council resolved to put the above contracts out to tender, on a 3 years + 2 basis. Finance Committee to carry forward.

Proposed: M. Joannes, seconded: T. Eastwood, all in favour.

12.6 To review and resolve the 2026/27 budget

The proposed budget was fully reviewed and discussed and it was resolved to approve.

Proposed: M. Williams, seconded: J. Scorey, all in favour

12.7 To review and resolve the Precept for 2026/27

Council resolved the Precept amount of £182,861.70 a 5% increase on the 2025/26 figure.

Proposed: S. North, seconded: H. Wright, all in favour.

**13. Bye-Laws:** To resolve the process for the public consultation

It was resolved to launch the 6 month consultation on 1<sup>st</sup> March, Parish Office to arrange.

Proposed: T. Eastwood, seconded: D. Seal, all in favour.

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## 14. Little Mill Speed Limit Consultation

It was resolved that the Parish Office will liaise with Kent Highways regarding timings etc. Letters regarding the consultation to be delivered to all residents in Little Mill, consultation to be advertised online / social media / village newsletter to the rest of the village.  
Proposed: M. Williams, seconded: D. Seal, all in favour

## 15. Neighbourhood Plan: Update, next steps of the process, resolve delegation of the process to the Local Development Committee.

It was resolved to the delegate the process to the Local Development Committee. T. Eastwood requested that it be minuted that the delegation to the LDC was subject to all residents, councillors and volunteers being able to respond / question / object without fear of reprisals; that the 7 Nolan Principles are to be adhered to by all of the LDC; that the Chair is to raise it with the members if not. All present were in agreement.  
Proposed: T. Eastwood, seconded: S. North, all were in favour.

## 16. Planning Applications: To be considered by Council:

**Ref:** TM/25/02163/CNA **Proposal:** Consultation by Maidstone Borough Council: Erection of a building for use as a Padel business including courts and ancillary rooms (Use Class E(d)) and the provision of 48 car parking spaces and 10 cycle spaces (KCC Ref: 25/505057/FULL)

**Location:** Unit 1A And 1B Yalding Enterprise Park Hampstead Lane Yalding Kent

It was resolved that council has no objections to the application.  
Proposed: T. Eastwood, seconded: M. Williams, all in favour

## 17. IT Policy: To review and resolve to adopt the proposed updated IT Policy as part of Assertion 10, of the Annual Governance & Accountability Report

The proposed draft policy was approved, it was resolved for M. Williams and the Clerk to update the final draft and publish.  
Proposed: H. Wright, seconded: D. Seal, all in favour

## 18. KALC Star Awards: Council to consider any nominations for submittal.

Nominations were discussed and it was resolved to put forward the following names in recognition of their great contributions to the community: David and Suzanne Boyle, Katie and Daniel White.  
Proposed: D. Seal, seconded: T. Hendry-Lewis, all in favour

## 19. Matters for future discussion.

Annual Parish Meeting Date (May)  
2026/27 Facility / Pitch Hire costs (Finance)

## 20. Date of next meeting: Wednesday 18<sup>th</sup> February 2025

**Meeting closed: 8.40pm**

# East Peckham Parish Council

## Appendix 1

### PC Holdings Report:

Hello all, here is the report for East Peckham from 01/12/25 – 16/01/26:

We have received 84 calls to the area in this period.

A number of calls have been made regarding anti-social behaviour around Old Road and Orchard Road. These issues are still under investigation – we have identified the people involved and we are working with other agencies to ensure all parties receive the correct support to bring these issues to an end.

Some of the calls relate to an incident on 16th December on the A228 in relation to a fatal collision on the road. Whilst being an awful incident, there is nothing to suggest that this is related to any of the ongoing issues regarding ASB driving/boy racers on the A228 and appears to be a standalone incident. The matter is being handled by our Serious Crash Investigation Unit.

There have been a number of calls regarding the A228 for Anti-Social Behaviour, both to do with boy racers and travellers trap racing on the road. With regards to the trap racing, our ASB units from Maidstone, Tonbridge and Tunbridge Wells are all involved in dealing with this matter. We will continue to disrupt any anti-social behaviour and robustly deal with any offences. It is of a similar nature for the boy racers – There is currently a protection order in place giving us powers to disperse any meet-ups, and all patrols have been advised to take details of all number-plates of vehicles involved if unable to directly stop at the time, with Community Protection Warnings/Notices being sent out to owners of any vehicles involved in these meet-ups as well as Section 59 tickets being issued to any drivers stopped at the time.

The rest of the calls relate to matters which I do not believe would affect the wider community.

### Community Warden Diane Wakeling's Report:

I continue to be busy in East Peckham, attending to weekly welfare visits to vulnerable residents.

Ensuring to support the coffee morning at the Methodist church each Tuesday morning I am able to 'touch base' with up to 30 residents.

Fly tipping has settled a little recently. (ssh). I have dealt with several abandoned and suspicious vehicles in the area, working alongside the DVLA and police. Along with rogue traders, door cold callers these have all been investigated.

At present I have been made aware of a problem on Bells Farm Road, with large vehicles and tractors taking up the whole road and speeding round the blind bend. This will be added for discussion with the Planning and Transport Committee and added to the highway's improvement plan.

Daily in the village I make sure I am a visible presence to the community, and if there are any issues residents know they can approach me or phone me. I try to attend the social groups, even if I just pop in to show my face.

I like to think that I am approachable and am always available to help our community.