

East Peckham Parish Council

EPPC Local Development Committee Minutes

Minutes of East Peckham Parish Council's Local Development Committee Meeting, held on **Tuesday 4th August 2026 at 6.45pm** in the Parish Meeting Room, Jubilee Hall, Pippin Road, East Peckham TN12 5BT.

- 1. Attendees:** Chair M Williams, D Seal, T Hendry-Lewis, M Forster, S Milligan, Richard Packham, D White (from 7.15pm) Parish Clerk, 1 Resident Task Group Member,

Apologies for absence: K White, Rachel Packham

- 2. Signing of Minutes of previous meeting; 14th July 2026.**

It was resolved to accept the minutes as a true and accurate record of the meeting.

Proposed: D Seal, seconded: S Milligan, all in favour.

- 3. Declarations of interest or lobbying;**

None

- 4. To receive an update on actions from previous meeting and resolve any further actions if required;**

The Actions log from 18th June was reviewed, those still to be completed were highlighted as 7.1 - IT Updates: D White to arrange an online SharePoint log-in / familiarisation workshop for members, and 8- TMBC: Regulation 19: Clerk to take a request for a Regulation 19 budget to Full Council (separate from the NDP budget)

- 5. Planning and Transport Committee update;**

The Committee noted that the Planning and Transport Committee had received notification of planning application TM/26/01252/FL for land south of Church Lane, East Peckham, proposing the development of 64 dwellings. It was further noted that the application is an updated version of the previous application, which was refused in 2024. Having contributed to the Council's response to the earlier application, the LDC had reviewed the revised submission and begun identifying matters for the Planning Committee to consider when preparing its response. The final document will be shared via email for the LDC to approve before sending to the Planning Committee to review ahead of the Planning and Transport Committee meeting on Monday 10th August.

Proposed: D White, seconded M Williams, all in favour

- 6. Consider Neighbourhood Plan Projected Budget 26/27 and 27/28 and any implications;**

Current spend to date was reviewed, along with projected budget for this financial year.

Further costings for specialist input and reports etc to be added in due course. Budget breakdown is included in Appendix 1 of these minutes.

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7. Draft Communications Strategy; review draft document ;

It was accepted that the Communications Strategy is a live document that will be updated from time to time as the NDP progresses. It was briefly reviewed and found covered all current aspects of communication channels in use at this time.

8. Communications / Information Sharing with the Community; Event on 16th August 2026 at 4pm is led by TMBC leader M. Boughton & TMBC Cllr S. Hudson;

Brief discussion on requirements for the event was had, with the following noted:

- Team available to set up re chairs and tables, projector and screen beforehand
- Clerk to check if Matt and Sarah will be bringing handouts etc
- LDC members to be available to run through potential brief presentation
- Sign up sheet for more resident emails
- Collective sign up for residents to be offered.
- Sign in sheet for attendees
- Teams access to be set up and advertised

Proposed: D White, Seconded: M Williams, All in favour

9. Process Road Map

No substantive update since the last meeting, currently have the HNS survey underway, closing date is on 17th August, Clerk will do reminder posts and emails.

10. NDP Workstreams;

Character and Design – currently underway, with much of the work completed

Local Green Spaces – main work complete

Public Consultation is still currently on pause. Topic Papers to be put online and format of consultation to be confirmed in due course.

11. Conflict of Interest policy; To be issued and signed by Committee Members

Policy handed out to resident committee members to sign and return in due course.

12. Matters for Future Discussion

Regulation 19

Church Lane Application

13. Date of next meeting: September, date TBC

Meeting Closed at 7.55pm

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Appendix 1

Local Development Committee Budget Spend							
Reg 18 Budget	£3,000	£2,000					
Printing costs		£186.00					
Placards		£360.00					
Wood for placards		£119.00					
Triformis	£1,500						
Total Spend	£1,500.00	£665.00					
Remaining Budget	£1,500.00	£1,335.00					
Total carried forward:	£2,835.00						
Neighbourhood Plan Budget 2026/27	£20,000						
Current Spend to date			Projected Spend 2026/27		Projected Spend 2027/28		
Advertising banners	£94		Triformis	8250	Triformis	2500	
Stickers for banners	£57		Public consultation printing	100			
Roll up banners	112.38						
Desk banner	33.5						
National Day of Action	127						
Triformis	2750						
RACE	1445						
Poster printing	30						
Public Consultation consumables	32						
	£4,681			£8,350			£2,500

Actions Log

Agenda Item	Action	Owner	Deadline
7.1 18/06/26 IT Updates	Arrange an online SharePoint log-in / familiarisation workshop for members.	D White / Clerk	ASAP
7.2 18/06/26 Info sharing with Residents	K White and S Milligan to review what information is best shared ahead of the consultation, with D White help pull it together; and to agree the best way to share it	K White, S Milligan D White	ASAP
8 TMBC: 18/06/26 Regulation 19	Clerk to take a request for a Regulation 19 budget to Full Council next month (separate from the NDP budget)	M Piscina	September
8 04/08/2026 TMBC Meeting Re Church Lane Application	Clerk to complete the following tasks ahead of the meeting: - arrange team for set up re chairs and tables, projector and screen, check if Matt and Sarah will be bringing handouts etc, Sign up sheet for more resident emails, Sign in sheet for attendees, Collective sign up for residents to be offered. Teams access to be set up and advertised		14/08/26
8 04/08/2026 TMBC Meeting	- LDC members to be available to run through potential brief presentation	ALL	14/08/26

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Re Church Lane Application			
11 04/08/26 Conflict of Interest policy	Resident committee members to sign and return as soon as possible	KW, DW, Richard P Rachel P, MF SM	September