

East Peckham Parish Council

Minutes of a meeting of the Full Council, held on Wednesday 15th July at 7pm in the Parish Meeting Room, Jubilee Hall, Pippin Road, East Peckham TN12 5BT.

EPPC Full Council Meeting Minutes

1. Attendees, Apologies for absence

Attendees: Chair M Williams, Vice-Chair D Seal, Counsellors T Eastwood, J Scorey, M Joannes, T Hendry-Lewis, Parish Clerk, 7 residents

Apologies received: D Fairless, S North, H Wright, TMBC Cllrs M Boughton & S Hudson,

2. Signing of Minutes of previous meetings; Wednesday's 17th June & 24th June 2026

It was resolved to accept the minutes on 17th June as a true and accurate record.

Proposed: M Joannes, seconded: T Hendry-Lewis, all in favour

It was resolved to accept the minutes on 24th June as a true and accurate record.

Proposed: J Scorey, M Joannes, all in favour

3. Declarations of interest or lobbying

D Seal: 7.3 – Men's Shed

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

AGAR was submitted by the deadline.

Quotes – T Eastwood noted when reviewing the quotes that: will need the cost of the toilets being upgraded to high pressure ballcocks. Raised concern about having sufficient water supply for use of the showers once the new cylinders are installed. Will contact the contractors to discuss and bring back to Full Council.

5. Elections and Vacancies

There is currently one vacancy, it is being advertised and any applications for co-option will be voted on at the September Full Council meeting.

6. Reports from Police & Community Warden

Report received from PC Holdings – Appendix 1

Community Warden stated she had nothing to report of note, has been business as usual.

Standing Orders Suspended to enable members of the public to address the meeting.

7. County Councillors, Borough Councillors, Residents,

7.1 Reports from County Councillors, Borough Councillors

None present

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7.2 To receive correspondence from residents.

Clerk – Has received emails regarding noise from the Village Coffee & Wine bar due to the football (referred to TMBC), request from Matt Boughton to host a public meeting at the Jubilee Hall regarding the Church Lane Planning application, queries regarding the bench at St Michael's Church and having it fixed / replaced and a request for the flowerbeds and paving slabs to be tidied up outside the Methodist to be tidied up (already in progress).

Councillor Seal stated he has been in contact with Clarion regarding TPO 007 for a tree in Hopbine Close.

7.3 To listen to residents.

A brief presentation from the East Peckham Men's Shed regarding a potential permanent structure as their base was given. Requesting it be located on the Parish Council site at the playing fields, next to the football container. Construction would be simple – sips panels, fire proof, sit on concrete blocks, with infill of vertical sips panels. Cladding of castellated panels, internally cladded as well. The roof would be of similar material and insulated, with solar panels on the roof.

Requested a plot of land that the workshop can be built upon – as per the map provided. Council thanked them for attending and resolved to look into any restrictions regarding use of the playing fields imposed by the Playing Fields Trust and feed back.

Standing orders reconvened

8. Neighbourhood Plan Briefing for all councillors;

Deferred due to a later date due to illness of the presenter.

9. Chairman / Clerk's Report

Chair – briefly reported on the TMBC survey of Hale Street and speeding along the bypass – gave an update on the outcome; they are looking into how they can effect change to the issues.

It was noted that there appears to more e-bikes and e-scooters being ridden around the village which causes concern.

Chidley Cross-roads – the PC requested slopes instead of the steps to make it more accessible for all KCC response stated they are unable to at this time, would prefer to use the footpath on the opposite side but it's too narrow due to the hedge impeding on the pavement.

Watched the most recent TMBC Planning Committee meeting, was bemused to find they spent 4 hours discussing one item but a decision was not made within that time.

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Clerk – the broken window is being replaced on 21st July, the Jubilee Hall Building Condition Survey will be done on 28th July and the Fire Risk Assessment is taking place on 29th July.
Thanked Councillor Eastwood for resolving the issues with the door of the JH public toilet.
Noted the office has been particularly warm in the recent heat, will gain quotes for an air con cassette / split unit for Assets / Full Council to consider

10. Groups & Organisations:

To receive reports from the Chairman of Committees, Sub-Committees and Working Groups that have met since the last Full Council Meeting
M Williams: Local Development Committee met last night (14th July) discussed and approved Topic papers and preparation required for the community consultation on Sunday 19th July.

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

Assistant Clerk attended a conference on Martyn's Law – based on events on 200+ attendees, will feedback in full detail to Events Committee as to which areas are relevant to the Parish Council

12. Finance

- 12.1 To note the approval of bank reconciliation – in progress, will be completed for September
12.2 To review and approve the schedule of upcoming payments

TMBC Non Domestic Rates	£441.00
Castle Water	£81.85, £342.53, £31.64
Engie	£11.71
Veolia	£173.14
SSE Energy Solutions	£278.37
Salaries (August)	£3521.66 subject to overtime
HMRC	£1111.37
Nest	£280 circa
PC Matters	£111.03
Kent Grasslands	£940.00
Mark Edwards	£1260
Ashford Borough Council (RACE)	£1445
EJP Fire Protection	£165.60

It was resolved to approve the payment schedule.
Proposed: D seal, seconded: M Joannes, all in favour.

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12.3 To consider any requests for grants and donations

The office has received 2 requests which the council considered and resolved as follows:

Hi Kent, applied for £480 – approved

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

Hospice in Kent, applied for £400- approved

Proposed: D Seal, seconded J Scorey, all in favour

12.4 To consider and resolve any quotes received

SJM Planning - £525 for Planning Submission Design and £560 for Planning Consultancy fees as part of the planning application for the perimeter path around the playing fields.

It was resolved to accept the quote.

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

Brightsparks – quotes received for the installation and decommission of the Christmas Lights, including spare bulbs where required: £1942.42 and £765. It was resolved to accept the quotes.

Proposed: D Seal, seconded M Joannes, all in favour

2 Quotes received for software to help log the PC playground and exercise equipment maintenance checks. Merits of both were discussed along with recommendation of the Assistant Clerk. Scribe - £199 set up fee plus £125 monthly subscription. Safer Play – annual fee of £140 plus fee for managed support and iPad Mini with the software on it, totalling £761.20 all in. It was resolved to trial Scribe software for three months as can cancel at any time and Assets can access and edit the items listed. Will feedback to council at the end of the trial.

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

Quote for External power supply – deferred for now as required alternative casing to the socket and so quote would change.

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

Brightsparks: Quote for Streetlight survey to ensure all in good working order – £1087.28

Resolved to approve.

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

Annual Legionella Testing and Risk Assessment – quote from Paice for £1066.50 plus any additional testing if required. It was resolved to approve.

Proposed: D Seal, seconded T Hendry-Lewis, all in favour.

12.5 To discuss and resolve any increase in Pitch Hire Costs for the 2026/27 season.

After a brief discussion it was resolved to increase all pitch hire by 10% including changing rooms rounded to the nearest £1.

Proposed: M Williams, seconded: M Joannes, all in favour

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13. Approval of minor alterations to Conflicts of Interest Policy and Local Development

Committee Terms of Reference

Resolved to approve the proposed amendments to the C of I policy.

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

Resolved to include the term 'business' in the Terms of reference.

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

14. Planning Applications to be considered by Full Council

Ref: TM/26/01026/FL **Address:** Hale Place Cottage, 43 Hale Street, East Peckham, TN12 5HL.

Proposal: Demolition and reconstruction of outbuilding to side of garage.

After discussion it was resolved that the PC had no objections

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

Ref: TM/01024/FL **Address:** 136 Hale Street, East Peckham, Tonbridge, TN12 5HN

Proposal: Proposed removal of the existing 1m fence surrounding the side of the property. Erect a 1.8m fence in its place to surround the whole of the back and side of the property, knocking down the existing partition brick wall which currently separates our two gardens, creating one larger back garden.

After discussion, it was resolved that the PC had no objections to the 1.8m fence around the back, but would like to register an objection against the front fence – feel the proposed height is out of keeping with the remaining area.

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

15. Increase in use of electric scooters and bikes around the village

Following concerns raised by councillors regarding the increase in the use of e-scooters and e-bikes, the Parish Office has spoken with both PC Holdings and the Community Warden. Both have agreed to approach those seen riding on them and educate them as to the dangers. It was resolved to add to the website, post on Facebook and keep log of those seen riding dangerously and report to PC Holdings.

16. Banning of dogs from the Community Garden

This was agreed by the Youth and Community Committee, reasons for this were stated by M Joannes, such not all dog owners keeping dogs on leads, there is plenty of space to walk your dog around the playing fields, not all residents like dogs and appreciate a dog-free space, risk of increase in dog fouling...) Discussion was had over the reasons for and against.

It was proposed to maintain the ban.

Proposed: M Joannes, seconded: T Hendry Lewis, 4 in favour, 2 abstained, proposal was carried.

17. To agree Parish Office opening hours over the Christmas Period;

After brief discussion of Christmas dates, it was resolved the office could be closed from Thursday 24th December to Friday 1st January, reopening on Monday 4th January, if staff wished to take leave during that period.

Proposed: M Joannes, seconded: D Seal, all in favour

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- 18. To discuss and resolve if Council wishes to submit any motions for consideration at the upcoming KALC Annual General Meeting, on Wednesday 25th November 2026**

After a brief discussion it was resolved that Council had no motions to put forward.

Proposed: D Seal, M Joannes, all in favour

- 19. Matters for future discussion.**

Men's Shed

Revised quotes

Aircon for Parish Office

- 20. Date of next meeting:** Wednesday 16th September 2026

Meeting Closed 20.41

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Appendix 1 – Report from PC Holding (Agenda Item 6)

Hello all,

Please find below the report for East Peckham from 17th June – 14th July 2026:

We have had 54 calls to the area during this timeframe,

With regards to the ongoing issues of motorbikes on the A228: We had 6 calls regarding nuisance vehicles on 18th June, unfortunately due to lack of resources patrols were unable to attend on this evening.

This was followed by a further 8 calls on 25th June – on this date we had covert units in the area, leading to the identification of 14 riders involved in the ASB riding, all of whom have been issued Community Protection Warnings for their behaviour.

The next Thursday (2nd July) we received 1 report of nuisance vehicles and on the 9th we received no reports of nuisance vehicles – I am hopeful that this reduction in calls has come as a result of the sanctions issued on the 25th June, but am mindful that the issue is not “fixed” and we will continue to monitor the area and sanction any identified offenders.

This month we have unfortunately received several reports of catalytic converter thefts in the area. Catalytic converters are a vehicle part located on the underside of vehicles which helps filter exhaust fumes. They contain certain metals which makes them a target for thieves who sell on the metal components. If you see any suspicious activity, especially in the hours of darkness, please call 999 to report (most notably if you see any persons underneath a vehicle, even if they appear to be “working” on the vehicle). The vehicles targeted were mainly from the industrial area, however we would advise that, if possible, to park your vehicles in well lit areas preferably covered by CCTV.

The remaining calls I do not believe are of interest to the wider community