



**Councillors Present:**

Cllr K Brooks (C)	Cllr A Partridge (VC)
Cllr H Eastoe Kirby	Cllr S Sharp (arrived at 8.38pm)
Cllr A Gaukroger	Cllr N Stratton
Cllr P Gillan	Cllr C Snow
Cllr G Hall	Cllr M Weaver
Cllr L Mills (arrived at 7.31pm)	

**Also in attendance:**

H Munro (Clerk)	Y Allen (Deputy Clerk)
County / Borough Cllr P Barrington-King (left at 8.16pm)	Borough Cllr D Reilly (left at 8.16pm)
Borough Cllr D Hayward (left at 8.16pm)	

C20/35. **APOLOGIES FOR ABSENCE.** There were none.

C20/36. **DECLARATIONS OF INTEREST.** There were none.

C20/37. **MINUTES.** It was **RESOLVED** that the minutes of the meeting held on 6 July 2020 be approved and would be signed at the earliest opportunity.

C20/38. **COMMITTEE MINUTES.** It was **RESOLVED** that the draft minutes of the following committees be adopted:

- a. Communications & Events Committee – 13 July 2020
- b. Planning & Highways Committee – 20 July 2020
- c. Open Spaces Committee – 22 July 2020
- d. Finance & HR Committee – 27 July 2020

C20/39. **CHAIRMAN'S ANNOUNCEMENTS.** The Chair told members that following planning permission being granted for a Community Hall extension at the back of St. Peter's Church, a fundraising campaign is to be launched.

C20/40. **OPEN SESSION.** There was none.

C20/41. **CLERK'S REPORT.** Members noted the report:

- a. Vandalism. The grit bin at the top of the Ridgeway had been pushed over and was too heavy to lift back into position. This would be reported.
- b. Litter bin in the High Street. TWBC have sited the new bin near the bus stop opposite the Mews.

- c. Owls Nest Section 106. The response from the TWBC Planning Officer had been circulated and was noted.
- d. Lamp Column in Lower Green Recreation Ground. The work has been completed.
- e. Bank Signatories. All changes have been completed.
- f. Neighbourhood Planning – Locality Grant. The grant has been received.
- g. Funeral in the Village. Members were told that a large funeral was taking place at the Burial Ground on 9 September.

C20/42. **REPORTS OF COUNTY & BOROUGH COUNCILLORS’.**

Cllr Reilly

- A problem with fly tipping in Henwoods Crescent had been sorted and detritus removed by Tunbridge Wells Borough Council (TWBC). Town & Country Housing (TCHG), would monitor the issue.
- He re-iterated the report received regarding Section 106 monies from the Owls Nest development. He explained that Section 106 is soon to be replaced with an Infrastructure Levy.
- A meeting with TWBC’s Head of Planning to discuss the Local Plan was scheduled for later in the week.

Cllr David Hayward

- He and Cllrs Barrington King and Reilly are working closely with TWBC on the Hendy proposal and explained that work continues and evidence is still being collated.

Cllr Barrington-King

- He reported that Kent Highways had carried out a lot of resurfacing work locally.
- He would like to see improvements to the Gateways in Pembury and hoped that work on these could begin soon.
- He had contributed grant funding towards the Community Hall extension behind St. Peter’s Church.
- Following a query about speeding in Pembury, he explained that he was hoping to provide a mains powered Speed Indicator Device along

the High Street.

Cllr Brooks thanked the three Councillors for their work for the village.

- C20/43. **TUNBRIDGE WELLS AGREEMENT.** Proposed amendments to the agreement were considered and it was **RESOLVED** they be supported.
- C20/44. **DRAFT LOCAL PLAN.**
- a. Members noted the update.
  - b. Members noted future meeting dates with TWBC to discuss the Local Plan.
- C20/45. **PLANNING APPLICATION.** Members considered application number 20/02241/PAYPH – Payphone removal – Payphone opposite Camden Hotel, High Street and were NEUTRAL regarding the removal of the payphone. It was **RESOLVED** to apply to adopt the phone box.
- C20/46. **PEMBURY FOOTBALL CLUB.** Members considered Pembury Football Club’s request to amend the lease to allow the club to pay rent on a quarterly basis and **RESOLVED** to allow this provided the rent was paid promptly.
- C20/47. **POLICIES.** It was **RESOLVED** to approve the following policies recommended by the Finance and HR Committee:
- a. Absence Policy
  - b. Capability Policy
  - c. Web Accessibility Statement
- C20/48. **FINANCE AND ADMINISTRATION**
- a. The accounts for payment for £28,193.97 were approved by **RESOLUTION.**
  - b. Council **noted** the budget monitoring report. The bank reconciliation and reserves as at 30 June 2020 were approved by **RESOLUTION.**
  - c. Council **noted** the conclusion of the external audit for 2019-20 and that no other matters were raised.
  - d. A request had been received to contribute towards village planting costs and it was agreed to discuss this further in the next Open Spaces Committee meeting.
- C20/49. **RISKS.** A query was raised about whether NALC had changed its policy regarding face to face meetings? As the Parish Council cannot comply with social distancing guidelines in its meeting room, it was agreed that meetings would be held virtually at least until the end of the year.
- C20/50. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** Cllr Mills and Cllr Weaver are working on setting up a Youth Council and will update members at the next Full Council meeting.

C20/51. **FUTURE MEETINGS.** Full Council – 5 October 2020 at 7.15pm.

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Pursuant to Section 1(2) of the public Bodies (Admission to meetings) Act 1960 the public and press were excluded from the meeting for the next items of business on the grounds that it will involve the likely disclosure of exempt information at 20:44.

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C20/52. **THE COPPICE – FENCE.** Members were given an update.

C20/53. **THE COPPICE – DISPUTE.** Members were given an update and noted the report. The situation would be monitored on a regular basis.

C20/54. **PAVILION.** An update was received regarding registering the Pavilion for Business Rates and it was approved by **RESOLUTION** to contact TWBC.

C20/55. **FLEXIBLE WORKING.** Council approved the recommendation by the Finance and HR Committee for office staff to continue working from home at present. This would be monitored at each Full Council meeting.

C20/56. **WORKING HOURS.** A change to working hours was agreed by **RESOLUTION.**

There being no other business, the meeting closed at 9:46pm.

Chairman .....

Date .....

<b>Pembury Parish Council</b>			
<b>Accounts for Payment - September 2020</b>			
Our Ref:	Payee	Description	Total £
<b>ACCOUNTS FOR PAYMENT BY BACS - September 2020</b>			
09/059	HMRC	Tax/NIC	£ 2,334.94
09/060	Kent Pension Fund	Pensions	£ 2,109.13
09/061	Play inspection Company	Playground inspections	£ 180.00
09/062	Capel Groundcare	Weed killing - visit #2	£ 240.00
09/063	SLCC	Training (HM) Quotes, Tendering & Procurement	£ 162.00
09/064	Living Forest	Tree removal Old Coach Road	£ 6,234.60
09/065	Sodexo	Dog bin emptying March to Aug 2020	£ 1,941.60
09/066	PKF Littlejohn	External Audit 2019-20	£ 720.00
09/067	KCC	Application for Christmas Lights	<b>£ 102.00</b>
09/068	Knockout Print	Signs for playground	£ 232.80
09/069	Jim Boot	NDP Consultant	£ 430.00
<b>09/070</b>	<b>Heliocentrix</b>	<b>Replacement laptopsx2 IT / tr info to the cloud / Support Contract August</b>	<b>£ 1,963.39</b>
<b>09/071</b>	<b>One Ten electricals</b>	<b>Lamp column in LG Rec</b>	<b>£ 2,160.00</b>
			<b>£ 18,810.46</b>
<b>ACCOUNTS FOR PAYMENT BY CHEQUE - September 2020</b>			
5034	Vince Upstone	Tarmac in LG Rec	£ 640.00
			<b>£ 640.00</b>
<b>CREDIT CARD - August 2020</b>			
CC0801	Locks Direct	Replacement padlock allotments	£ 36.75
CC0802	Events Industry	Purple Guide light - publication	£ 12.00
CC0803	BREE Group	Design guide - NDP	£ 35.00
			<b>£ 83.75</b>
<b>DIRECT DEBITS - August 2020</b>			
DD0801	Wex	Fuel	£ 145.88
DD0802	NEST	Pension contributions June	£ 72.73
DD0803	Giff gaff	Mobile phone charges	£ 6.00
DD0804	Wex	Fuel	£ 65.35
DD0805	BT	Telephone & Internet	£ 92.76
DD0806	Sage	Accounting software	£ 72.00
DD0807	TWBC	Council tax May - Burial Ground	£ 55.00
DD0808	TWBC	Council tax May - Office & Depot	£ 858.00
DD0809	Sage	Payoll software	£ 8.64
DD0810	EON	Highways lighting	£ 66.62
DD0811	Wex	ERROR - paid in previous month	£ -
DD0812	O2	Mobile	£ 35.89
			<b>£ 1,478.87</b>
<b>CONFIDENTIAL SALARIES - August 2020</b>			
CS0801	Confidential Salaries		£ 7,820.89
			<b>£ 7,820.89</b>
<b>TOTAL EXTERNAL PAYMENTS</b>			<b>£ 28,193.97</b>