

Minutes of the **FULL COUNCIL** meeting held virtually on **Monday 11 January 2021** at **7:15pm**



**Councillors Present:**

Cllr K Brooks (C)	Cllr A Partridge (VC)
Cllr H Eastoe Kirby	Cllr J Pearce
Cllr A Gaukroger	Cllr S Sharp
Cllr P Gillan	Cllr N Stratton
Cllr G Hall	Cllr M Weaver
Cllr L Mills	

**Apologies:**

Cllr C Snow

**Also in attendance:**

H Munro (Clerk)	Y Allen (Deputy Clerk)
Borough Cllr D Hayward (left at 7.53pm)	Borough Cllr D Reilly (left at 7.53pm)
One member of the public	

C20/120. **APOLOGIES FOR ABSENCE.** Apologies were received and accepted from Cllr Snow. County/Borough Councillor Barrington King was not in attendance.

C20/121. **DECLARATIONS OF INTEREST.** There were none.

C20/122. **MINUTES.** It was **RESOLVED** that the minutes of the meeting held on 7 December 2020 and 15 December 2020 be approved and would be signed at the earliest opportunity.

C20/123. **COMMITTEE MINUTES.** It was **RESOLVED** that the draft minutes of the following committees be adopted:

- a. Planning & Highways – 14 December 2020
- b. Communications & Events – 4 January 2021

C20/124. **CHAIRMAN'S ANNOUNCEMENTS.**

- Cllrs Gillan and Pearce were thanked for arranging for the contractor to attend to the Christmas tree lighting following storm damage over the Christmas period.
- There was a Local Plan meeting at the Tunbridge Wells Borough Council (TWBC) being held that evening.
- Pembury's PCSO Nick Brown was on a placement elsewhere for three months from 18 January 2021. An email from his replacement had been received.

- A Pavilion management committee meeting was to be held on 14 January 2021. A report would be given at the next Full Council meeting.
- Cllrs Partridge and Sharp had attended a meeting entitled 'virtual meeting protocol'. A new way of conducting Zoom meetings would be trialled at the next meeting.
- The CCTV camera on the village green had not picked up vandalism to the Christmas tree as it had been facing the opposite way. The Chair had raised this with TWBC.

C20/125. **OPEN SESSION.** No-one wished to speak.

C20/126. **CLERK'S REPORT.** Members noted the report:

- a. Pavilion Business rates. Contact had been made to register for Business rates. TWBC will chase the Valuation Office and an update awaited.
- b. Baptist Church requests to hold events. The Baptist Church did not progress with their Carols on the Green event or hold any of their services in Lower Green Recreation Ground due to further restrictions imposed.
- c. New emails now operational. Remaining Councillors were encouraged to switch to the new Council email. Councillors were asked to let the Clerk know how they would like meeting information shared. The Clerk would help with any training as required.
- d. Locality Grant for the Neighbourhood Development Plan (NDP). The application had been submitted and a meeting is being arranged with Locality to discuss the application further.
- e. Removal of Covenant. The signed deed has been returned and confirmation awaited. The deed was posted 'signed for' on 14 December but had not arrived at the solicitors.
- f. Christmas tree/decorations. The lights were turned off on Wednesday 6 January 2021 and Gala Lights will store them until next year. The tree was removed on Friday 8 January.

The following items were noted:

- g. Vandalism/Damage. The lights on the Christmas tree were severed. Unfortunately, the CCTV was not pointed at the tree at the time of the incident. There is a possibility that it was animal damage as other councillors have reported that this looks like the wire has been cut. Protection will be put over the wire at ground level next year to avoid

this. There were no other reports of vandalism or damage.

- h. PCSO – Job attachment. An email was received from PCSO Tom Costin who will be covering Pembury during PCSO Brown’s absence.

Urgent actions taken:

- i. Lower Green Rec – Finger pointers. The office was notified about injuries sustained by members of the public who hit their heads on the finger pointers into the rec. The neighbour’s fence had been moved and a gap created. Options are being investigated so the pointers can be reinstated.
- j. Lockdown. Due to the new restrictions, the tennis courts and outdoor gym have been closed for the foreseeable future.

Signage continues to be damaged or removed therefore stenciled signage has been sprayed on the tarmac at various points in the recreation ground.

C20/127. **REPORTS OF BOROUGH COUNCILLORS.**

Cllr Reilly

- An appeal for a development of a care home in the centre of Paddock Wood had been upheld. This would have implications in the draft Local Plan.
- Tunbridge Wells Borough elections were likely to be deferred.
- A revised budget was currently being discussed at TWBC.

The increased number of houses which were now likely to be allocated to Pembury was queried. Pembury’s Borough Councillors were meeting with TWBC planners and would ask for an explanation on this. Cllr Gillan wanted it minuted that he had concerns over the proposed numbers and asked for clarification.

Cllr Hayward

- Tonbridge & Malling Borough Council were to challenge the proposal at Tudeley / Capel and Paddock Wood which would have huge implications on the Local Plan.
- Any emails written using the .gov.uk addresses were subject to Freedom of Information.

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

- C20/128. **DRAFT LOCAL PLAN.** This item was discussed in item C20/102. Pembury's Borough Councillors will share information from their forthcoming meeting with TWBC planners and this will be reviewed and discussed at the February Full Council meeting.
- C20/129. **RECOMMENDATIONS FROM COMMITTEES.** Open Spaces Committee - Community Litter Pick. It was **RESOLVED** to postpone a Community Litter Pick due to the latest Government restrictions.
- C20/130. **ANNUAL PARISH MEETING (APM) 2021.** A provisional date of Thursday 29 April had been set. Guidance was awaited from the Kent Association of Local Councils. Councillors discussed various options on the best way to hold it in view of the current restrictions and a decision would be made at the next Full Council meeting in February.
- C20/131. **ACCOUNTS FOR PAYMENT.** The accounts for payment for £28,793.30 were approved by **RESOLUTION.** (Appendix 1)
- C20/132. **RISKS.** New risk assessments had been undertaken in view of the latest Government restrictions. There was also a query concerning loss of income for the pavilion. This would be discussed at the forthcoming Joint Management Committee meeting.
- C20/133. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** A Christmas light themed competition in 2021 was suggested. This would go on the next Communications and Events agenda.
- C20/134. **FUTURE MEETINGS.** Monday 1 February 2021 at 7.15pm

There being no other business, the meeting closed at 8.14pm.

Chairman ..... Date .....

<b>Pembury Parish Council</b>			
<b>Accounts for Payment - January 2021</b>			
Our Ref:	Payee	Description	Total £
<b>ACCOUNTS FOR PAYMENT BY BACS - January 2021</b>			
01/120	HMRC	Tax/NIC	£ 2,323.09
01/121	Kent Pension Fund	Pensions	£ 2,141.40
01/122	Heliocentrix	IT support & Microsoft 365 subs Dec	£ 179.52
01/123	Capel Groundcare	Repair swing seat	£ 216.00
01/124	Fine English Lawn Co	Wildflower meadow LG Rec	£ 270.20
01/125	Flash Mobile Welding	Repairs at playground / weld allotment padlock to gate	£ 222.00
01/126	Gala Lights	Christmas lights display	£ 11,501.63
01/127	Debbie Gillan	Deliver PVN Winter edition	£ 246.20
01/128	RIP Cleaning	Office gutter clearance	£ 60.00
<b>01/129</b>	<b>Netwise</b>	<b>Website upgrade</b>	<b>£ 199.00</b>
<b>01/130</b>	<b>Bowman Brothers</b>	<b>Depot Cess pit empty</b>	<b>£ 120.00</b>
<b>01/131</b>	<b>Royal British Legion</b>	<b>Remembrance Day Wreath / donation</b>	<b>£ 150.00</b>
			<b>£ 17,629.04</b>
<b>DEBIT CARD - December 2020</b>			
DC1201	Amazon	Disposable gloves, stationery, first aid kit	£ 50.75
DC1202	Amazon	Bin bags & Copier Paper	£ 55.99
DC1203	Tesco	Stamps	£ 62.40
DC1204	SJ Osborne	Padlock (previous ref: 12/115 not able to make payment by BACs)	£ 20.69
DC1205	Amazon	PPE for grounds staff / diary	£ 31.05
			<b>£ 220.88</b>
<b>DIRECT DEBITS - December 2020</b>			
DD1201	NEST	Pension contributions	£ 72.73
DD1202	Castle Water	Water charges	£ 50.23
DD1203	Public Works Loan Board	Loan repayment	£ 2,059.48
DD1204	EDF	Electricity depot	£ 92.73
DD1205	Giff gaff	Mobile phone charges	£ 6.00
DD1206	EDF	Electricity Office	£ 223.31
DD1207	KCC	Photocopier	£ 179.17
DD1208	Wex	Fuel charges	£ 1.80
DD1209	TWBC	Council tax - Burial Ground	£ 55.00
DD1210	TWBC	Council tax - Office & Depot	£ 858.00
DD1211	BT	Telephone & Internet	£ 62.22
DD1212	Sage	Accounting software	£ 72.00
DD1213	Wex	Fuel charges	£ 103.13
DD1214	Sage	Payoll software	£ 8.64
DD1215	EON	Streetlighting electricity	£ 64.47
DD1216	NEST	Pension contributions	£ 1.89
DD1217	O2	Mobile phone charges	£ 66.16
			<b>£ 3,976.96</b>
<b>CONFIDENTIAL SALARIES - December 2020</b>			
CS1201	Confidential Salaries		£ 6,966.42
			<b>£ 6,966.42</b>
<b>TOTAL EXTERNAL PAYMENTS</b>			<b>£ 28,793.30</b>