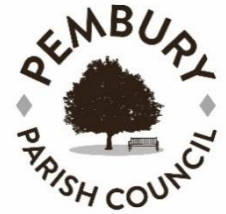


Notes of the informal virtual meeting of the **Members of Full Council** held on **Monday 7 February 2022 at 7.15pm**. All decisions are made under the delegated authority of the Clerk.



Present:

Cllr Brooks (C)
Cllr Gillan
Cllr Hall
Cllr Mills
Cllr Pearce

Cllr Reilly
Cllr Snow
Cllr Stratton (VC)
Cllr Weaver
Cllr Webster

Also present:

Helen Munro (Clerk)
County/Borough Cllr Barrington King
(left at 7.39pm)

Yvette Allen (Deputy Clerk)
Borough Cllr Roberts (left at 8.05pm)

1. **APOLOGIES FOR ABSENCE.** There were none. Borough Cllr Hayward was not in attendance.
2. **DECLARATIONS OF INTEREST.** There were none.
3. **CHAIRMAN'S ANNOUNCEMENTS.**
 - A new date for the tree planting at Pembury Burial Ground had been arranged for Wednesday 23 February 2022 at 1pm.
4. **CLERKS REPORT.** Members noted the report.
 - a. **Change of bank signatory**

Change of signatory forms are in progress.
 - b. **Youth Council**

The next meeting to be held on 22 February 2022.
 - c. **Charles Amhurst Almshouses Trustees**

Three nominations from councillors have been received. Interested councillors are attending a virtual meeting with existing Trustees to find out more about what is involved. To be added to the March Full Council agenda for a decision.
 - d. **Tunbridge Wells Local Plan – Examination**

Alison Eardley, the NDP Consultant is available to attend on behalf of the Parish Council. Cllr Hall is also attending.

e. Shed break-ins

There had been several shed break-ins at the allotments. Tenants had been urged to report this to the police.

5. **REPORTS OF COUNTY & BOROUGH COUNCILLORS**

Cllr Barrington King

- He was pleased to report that the Cabinet Minister for Highways and Transport would re-visit the issue of heavy traffic using country lanes in Pembury when the A21 was blocked at Kippings Cross.
- He had been in contact with a resident concerned about drainage works in the High Street and had followed this up with Kent Highway Services.
- He continued to liaise with a resident from The Ridgeway regarding garden subsidence.
- He spoke of a scheme which a lot of local authorities were using called 'Solar Together'. This looked at collective purchasing of Photo Voltaic panels.
- As Vice Chair of the Kent County Council's Scrutiny Committee, he had submitted a document on 'Home to School' transport which would shortly go before Cabinet for appraisal.
- A resident had contacted him about an overhanging tree in Sandhurst Avenue. He had encouraged the resident to use the fault reporting tool on the Kent Highway Services website and asked if this tool could be widely advertised.

Cllr Roberts

- Speedwatch had carried out its first session. No speeding vehicles were recorded. Cllr Brooks asked for regular updates which would be published in the Pembury Village News.
- Following the request by the Parish Council's to 'call in' the planning application at Sunhill Place, he had spoken to the Case Officer at Tunbridge Wells Borough Council. He had also visited neighbours to ensure that they were aware of the application and to ask for their comments.

Cllr Hall thanked Borough Cllr Roberts.

Cllr Brooks thanked the Borough/County Councillors for their work for Pembury.

6. **BOUNDARY COMMISSION CONSULTATION.** Cllr Reilly spoke on this issue and encouraged councillors to respond to the consultation. He would update further at the next Full Council meeting.
7. **NEIGHBOURHOOD DEVELOPMENT PLAN (NDP).** Work is continuing on the 2nd version of the draft NDP and recommendations from the Steering Group would be put forward at the end of February. It would be discussed at the March/April Full Council meeting before a final public consultation takes place.

The Parish Council's planning consultant would attend the Annual Parish Meeting on 28 April 2022 and would answer questions.

The Chair of the Parish Council thanked Cllrs Stratton and Hall for all their work on the NDP.

8. **REMEMBRANCE SERVICE & PARADE.** Following a discussion with the Vicar of St. Peters, it was acknowledged that changes to the Remembrance Day Service and Parade were necessary. A much-improved sound system was vital and the service needed to be more inclusive and more structured. A small Working Group is to be set up including leaders of the uniformed organisations. There would be further discussion at the next Communications & Events Committee meeting at the end of March.
9. **ANNUAL PARISH MEETING (APM) 28 APRIL 2022.** It was agreed that Chairs of each Committee would give a short precis of the work of their Committee. Alison Eardley would also attend to speak on the Neighbourhood Development Plan.
10. **JUBILEE PICNIC IN THE PARK.** This would take place on Sunday 5 June 2022 in the Recreation Ground and a brief overview was reported. A Working Group was being set up and it was hoped that members of all three churches would be involved as well as some Parish Councillors.
11. **MOTION FROM CLLR REILLY – COUNCILLOR IT EQUIPMENT.** Consideration of whether the Parish Council should supply IT equipment for Councillors was discussed. Research would be carried out and it would be discussed further at the next Finance & HR Committee meeting at the end of April.
12. **FINANCIAL INFORMATION.** The following were noted and would be ratified at a future meeting:
 - a. Accounts for payment. A list of accounts for payment were agreed.
 - b. Budget Monitoring Report. The Budget Monitoring Report to 31 December 2021 was noted.

c. Bank Reconciliation. The Bank reconciliation and bank statements as at 31 December 2021 were noted.

13. **COMMITTEE MEMBERSHIPS.** Councillor to discuss this matter privately with the Clerk.
14. **FUTURE MEETINGS. Monday 7 March 2022 at 7.15pm** at Pembury Baptist Church.

There being no other business, the meeting closed at 8.49pm.

Pembury Parish Council			
Accounts for Payment - February 2022			
Our Ref:	Payee	Description	Total £
ACCOUNTS FOR PAYMENT BY BACS - February 2022			
02/144	HMRC	Tax/NIC	£ 2,335.70
02/145	HMRC	Correction Tax / NIC June	£ 106.90
02/146	Kent Pension Fund	Pensions	£ 2,252.01
02/147	Hickmotts	Refund of overpayment	£ 600.00
02/148	Kidmans	Equipment servicing	£ 485.22
02/149	Heliocentrix	IT Support / outlook accounts - December	£ 172.32
02/150	KALC	Training - Cllr Webster	£ 33.60
02/151	Wicksteed	Playground spares / new swing seat	£ 370.81
02/152	B&Q	Wood stain / bark / compost	£ 61.00
02/153	TWBC	Platinum Jubilee specimen trees	£ 91.12
02/154	Columbaria	Memorial Wall Plaque	£ 81.60
02/155	Wise Stonecraft	Grave digging	£ 750.00
02/156	Allotment Tenant	Refund of allotment rent overpayment - plot 33a	£ 1.00
02/157	Phoenix Fireworks	25% Deposit	£ 1,650.00
02/158	Alison Eardley	NDP consultant	£ 2,760.00
02/159	Heliocentrix	IT Support / outlook accounts - January	£ 169.40
02/160	Kidmans	Equipment servicing	£ 615.80
02/161	Allotment tenant	Deposit return - plot 15b	£ 50.00
02/162	B&Q (Trade UK)	Groundsmen tools	£ 281.74
02/163	Gala Lights	Christmas light display	£ 6,936.00
02/164	Pembury Village Hall	Annual Parish Meeting hall hire	£ 82.00
02/165	Jim Boot	NDP consultant	£ 738.90
			£ 20,625.12
DEBIT CARD - January 2022			
DC 01/01	Cash	Petty Cash	£ 100.00
DC 01/02	Amazon	Computer keyboard	£ 9.99
DC 01/03	Amazon	Black sacks	£ 24.43
DC 01/04	Names International	Cllr name badges for new cllrs	£ 35.41
DC 01/05	Amazon	Laptop chargers	£ 36.24
DC 01/06	Post Office	Burial letters - recorded delivery	£ 6.75
			£ 212.82
DIRECT DEBITS - January 2022			
DD 01/01	Wex	Fuel charges	£ 21.60
DD 01/02	Giff gaff	Mobile phone charges	£ 6.00
DD 01/03	BT	Telephone & Internet	£ 62.46
DD 01/04	Sage	Accounting software	£ 78.00
DD 01/05	TWBC	Office & depot Business rates	£ 858.00
DD 01/06	TWBC	Cemetery Business rates	£ 63.00
DD 01/07	Wex	Fuel charges	£ 51.90
DD 01/08	Sage	Payoll software	£ 14.40
DD 01/09	Wex	Fuel charges	£ 28.64
DD 01/10	O2	Mobile phone charges	£ 61.73
DD 01/11	Npower	Streetlighting electricity	£ 185.51
DD 01/12	Wex	Fuel charges	£ 45.86
			£ 1,477.10
CONFIDENTIAL SALARIES - January 2022			
CS 01/01	Confidential Salaries		£ 6,995.25
			£ 6,995.25
TOTAL EXTERNAL PAYMENTS			£ 29,310.29
Internal Payments - February 2022			
5045	NatWest	Unity	£ 50,000.00
			£ 50,000.00