



**To all Members of Pembury Parish Council**

*Cllrs Birch, Brooks, Gautam, Gillan, Hall, Reilly, Snow, Stratton, Weaver & Webste.*

You are hereby summoned to attend the Meeting of **Pembury Parish Council** on **Monday 9 January 2023** at **7:15pm** at the Pembury Baptist Church Hall, Romford Road, Pembury.

#Munro

Helen Munro

Parish Clerk

Date of Issue: 3 January 2023

**Members of the Public and Press are welcome to attend**

---

**A G E N D A**

---

**Prior to the start of the meeting, the new Community Warden will be introduced to the Parish Council**

1. **APOLOGIES FOR ABSENCE.** To receive and note apologies for absence.
2. **DECLARATIONS OF INTEREST.** To receive declarations of pecuniary and non-pecuniary interests.

*The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item, you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgement of the public interest and it relates to a financial or regulatory matter.*

3. **CHAIR'S ANNOUNCEMENTS.** To receive announcements.
4. **OPEN SESSION.** To adjourn the meeting to enable any members of the public present to address the Council.

*To allow Members of the public residing or working within the Council's boundary an opportunity to make representations or put questions to the Council for a maximum of 3 minutes per person. This item of business to last no more than 10 minutes as per the Council's Standing Orders. Please note there can be no discussion of these items and issues will either be addressed elsewhere on the agenda or be referred to a future meeting of the Committee. For further information please see [our website](#)*

5. **MINUTES.** To receive and approve the minutes of the meetings held on 5 December 2022 for signature.
6. **COMMITTEE & WORKING GROUP MINUTES.** To note draft minutes of Committees and/or Working Groups for adoption and receive verbal report and update from Committee or Working Group Chairs:
  - a. Open Spaces Committee – 19 December 2022
  - b. Climate Change Working Group – 14 December 2022

7. **CLERK'S REPORT.** To receive report and update on previous actions, on-going projects and any urgent actions taken.
8. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports.
9. **LOCAL PLAN.** To receive update.
10. **EXTERNAL BODIES.** To receive and note any reports from representatives of External Bodies or other meetings attended.
11. **RECOMMENDATION FROM COMMITTEES & WORKING GROUPS.**  
Open Spaces Committee:
  - a. To note date of planting of Commemorative Oak Tree on the Green on Monday 16 January 2023.
  - b. To approve recommendation to vire any unused budget towards an earmarked reserve for War Memorial improvements and clean.Climate Change Working Group:
  - c. To approve change of name of Working Group to Climate & Environmental Action Working Group.
12. **PLANNING APPLICATIONS.** To agree response to Tunbridge Wells Borough Council for the following planning applications due before the next Planning & Highways Committee meeting:
  - a. **22/02583/FULL** 37 High Street (Retrospective) Installation of 2 air conditioning units.
  - b. **22/03300/FULL** Great Bayhall Barn, Chalket Lane Variation of Condition 2 of Planning Permission 19/03602/FULL - (Conversion of two industrial sheds into a two-bedroom residential property. Demolition of a third industrial shed). - (Internal layout alterations to increase number of bedrooms to six).
  - c. **22/03578/TPO** 37 The Gill Trees: Oak x3 (T1/T2/T3) - 50% crown reduction.
  - d. **22/03624/FULL** 21 The Coppice Erection of single storey first floor front extension and two storey rear extension, Alterations to existing fenestration.
  - e. **22/03626/FULL** 15 Knights Ridge Erection of two storey front extension and first floor cantilevered rear extension (Previously approved under 19/02993/FULL).
  - f. **22/03642/FULL** 18 Highfield Close Demolition of garage, Erection of a double-storey side extension plus part rear extension.
  - g. **22/03534/LAWPRO** 5 Lower Green Road Lawful Development Certificate (Proposed) - Siting of an ancillary temporary structure.
13. **YOUTH COUNCIL.** To receive update and agree next steps.

14. **CHRISTMAS TREE.** To consider request to plant a Christmas Tree on the Village Green instead of purchasing one each year.
15. **CHRISTMAS LIGHTS SPECIFICATION.**
  - a. To consider specification for new three year contract.
  - b. To agree to either consider quotes at Full Council or to delegate the decision.
16. **PAVILION JOINT MANAGEMENT AGREEMENT.** To approve amended agreement and authorise signatories to sign the agreement.
17. **FINANCIAL INFORMATION.** To receive and approve the Accounts for Payment.
18. **RISKS.** To consider any new risks affecting the Council and actions required.
19. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
20. **FUTURE MEETING.** Monday 6 February 2023 at 7:15pm at Pembury Baptist Church Hall.