

Minutes of the **FULL COUNCIL** meeting held at Pembury Baptist Church, Romford Road on Monday **3 July 2023** at 7.15pm.



**Councillors Present:**

Cllr K Brooks (Chair)	Cllr P Gillan
Cllr N Stratton (Vice-Chair)	Cllr G Hall
Cllr M Barrett	Cllr D Reilly
Cllr A Birch	Cllr C Snow
Cllr V Gautam	Cllr M Weaver

**Apologies:**

Cllr S Harris	Cllr J Webster
---------------	----------------

**Officers Present:**

Y Allen (Deputy Clerk)

**Others present:**

Borough Cllr D Hayward  
Paddock Wood Town Cllr S Wakeman

23/114. **APOLOGIES FOR ABSENCE.** Apologies were received from Cllrs Harris and Webster. The apologies and reasons were accepted.

County/Borough Cllr P Barrington King and Borough Cllr P Roberts were not in attendance.

23/115. **DECLARATIONS OF INTEREST.** There were none.

23/116. **CHAIR'S ANNOUNCEMENTS.** The Chair had no announcements. Cllr Gillan asked to speak and told members that he was resigning to pursue other interests, and this would be his last meeting.

Everyone wished him well and he was thanked for the huge contribution he had made to the Parish Council over the last sixteen years.

23/117. **OPEN SESSION.** No-one was present.

23/118. **MINUTES.** It was **RESOLVED** that the minutes of 5 June 2023 be approved and were signed by the Chair as an accurate record.

23/119. **COMMITTEE & WORKING GROUP MINUTES.** It was **RESOLVED** to approve the draft minutes of the following Committees. Updates were noted.

- a. Community Events Working Group – 16 June 2023
- b. Planning & Highways Committee – 19 June 2023
- c. Open Spaces Committee – 26 June 2023

23/120. **CLERK'S REPORT.** The following report was noted:

a. Allotment Track

Work to the track had not yet been completed and the works are being chased.

b. War Memorial clean funded by UKSPF Year 1 Community Grant

Grant funding is awaited.

c. Planning Application 23/01107/FULL – 31 High Street

The planning application was called in as agreed. However, the call in was withdrawn as there was insufficient difference between the previously approved application and the newer application to warrant a call in.

d. Priorities

Postcards had been distributed at Tesco, the chemist and the corner shop on Henwood Green Road. The evening meeting to discuss the results is scheduled on Tuesday 18 July from 7pm in the Parish Office.

e. UKSPF Community Grants – Round 2

Three applications have been submitted.

f. Traveller Encampment.

There had been a traveller encampment at Mascalls School in Paddock Wood. They had now moved on.

23/121. **REPORT OF BOROUGH COUNCILLOR.** The following report was noted:

CLlr D Hayward

- The civic amenity vehicle service has been stopped.
- Minutes of the Tunbridge Wells Borough Council's (TWBC) Planning Policy meeting are not published and are for those in attendance only.
- Everyone was encouraged to report potholes as Kent County Council now had a vehicle to repair them.
- Local Government Boundaries Commission for England has published its final recommendations on the new electoral arrangements for

TWBC. A new ward called Pembury & Capel will be created which incorporates the current Pembury, Capel and Paddock Wood East wards.

He asked for Full Council minutes to be sent to Cllr Wakeman at Paddock Wood in future.

- 23/122. **APPEAL AGAINST ENFORCEMENT NOTICE PF/T017839 RE: ACOUSTIC FENCE OVER 2M IN HEIGHT – THE MEADOWS, PASTHEAP FARM, HASTINGS ROAD.** It was **RESOLVED** that a written reply would be submitted by the deadline of 21 July 2023. The response would be delegated to the Clerk in consultation with the members of the Planning & Highways Committee and would be based on previous objections.

*Borough Cllr Hayward and Paddock Wood Town Cllr Wakeman left at 7.39pm.*

- 23/123. **NOISE FROM TELECOMMUNICATIONS CABINET.** It was noted that the Environmental Health department at TWBC would set up noise monitoring equipment in a resident's house following complaints.

- 23/124. **BOLLARDS BY SCHOOL.** A request had been received from Greg Clark, MP, to consider views about the installation of bollards by the school entrance to stop bad parking. It was **RESOLVED** to support Pembury Primary School in its pursuit to lobby for bollards outside the school.

- 23/125. **EXTERNAL BODIES.** There had been no external meetings.

- 23/126. **PEMBURY IN THE PARK.**

- a. An update was reported.
- b. Volunteers on the day were requested.

- 23/127. **RECOMMENDATIONS FROM COMMITTEE**

Open Spaces Committee

- a. It was **RESOLVED** to approve a community litter pick on Saturday 30 September 2023 from 10.30am. It was noted that a Pembury resident who is a waste removal contractor had offered assistance and he would be contacted.

Finance & HR Committee

- b. It was **RESOLVED** to appoint Cllr Birch as a substitute member of the Committee.

- 23/128. **FINANCIAL INFORMATION.**

- a. It was **RESOLVED** to approve the accounts for payment for June 2023 for £26,025.96. Approved payments are listed in Appendix 1.
- b. It was **RESOLVED** to approve delegation of August payments to the Clerk in conjunction with two signatories. Payments to be noted at the September Full Council meeting.

23/129. **RISKS.** There were none.

23/130. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.**  
Concerns had been raised by residents about vehicles being driven aggressively and at high speed, in particular along Lower Green Road. It was suggested that the relevant TWBC department is contacted to check CCTV for a specific date and time on 1 July 2023 when this had been a particular issue.

A letter is to be sent to Kent's Police and Crime Commissioner to complain about the lack of police presence.

Councillors were urged to report all anti-social behaviour.

*The tennis coach brought a basket of fruit for Councillors as a thank-you for having the surface of the tennis courts painted. This was shared out amongst everyone.*

23/131. **FUTURE MEETINGS.** The date of the following meeting was noted:

- a. Full Council – Monday 4 September 2023 at 7.15pm at Pembury Baptist Church Hall

There being no other business, the meeting closed at 8.02pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chair

<b>Accounts for Payment - July 2023</b>			
Our Ref:	Payee	Description	Total £
<b>ACCOUNTS FOR PAYMENT - PAID</b>			
06/048	Gillian Tan	Refund of payment in error	£ 130.00
			<b>£ 130.00</b>
<b>ACCOUNTS FOR PAYMENT BY BACS - July 2023</b>			
07/049	HMRC	Tax/NIC	£ 2,850.50
07/050	Kent Pension Fund	Pensions	£ 2,710.58
07/051	Kidmans	Tractor repair / strimmer cable	£ 164.96
07/052	KCC	Street light load testing	£ 2,335.00
07/053	Capel Garden Nursery	Hanging baskets, community gardening	£ 674.64
07/054	Heliocentrix	Monthly IT costs - June 2023	£ 213.19
07/055	B&Q	Black sacks / compost /sanding sheets	£ 62.89
07/056	26 Works	PVN printing	£ 1,748.80
07/057	KALC	Dynamic Cllr (Cllr Barrett) <b>TRAINING CANCELLED</b>	nil
07/058	Knockout Print	Playground sign, banners, postcards	£ 282.00
07/059	C Longley	Allotment Refund	£ 50.00
07/060	A Eardely	Neighbourhood Plan consultant	£ 480.00
07/061	Wise Stonecraft	Gravedigging	£ 400.00
07/062	KALC	Dynamic Cllr (Cllr Barrett) training.	£ 84.00
Chq	Cash	Pembury in the Park - Bands	£ 570.00
			<b>£ 12,626.56</b>
<b>DEBIT CARD - June 2023</b>			
DC 06/19	Cash	Petty Cash	£ 100.00
DC 06/20	Amazon	Black sacks	£ 25.67
DC 06/21	Amazon	Bleach	£ 15.99
DC 06/22	Amazon	Helium Gas x 2	£ 89.00
DC 06/23	Amazon	Toilet rolls	£ 22.49
DC 06/24	Amazon	Dog waste bags	£ 6.00
DC 06/25	Amazon	Balloons for Party in the Park	£ 39.95
			<b>£ 299.10</b>

<b>DIRECT DEBITS - June 2023</b>			
DD 06/29	Public Works Loan	Loan Repayments	£ 2,059.48
DD 06/30	Wex	Fuel charges	£ 156.79
DD 06/31	NEST	Pension contributions	£ 83.67
DD 06/32	Wex	Fuel charges	£ 17.89
DD 06/33	TWBC	Council Tax - depot & office	£ 901.00
DD 06/34	TWBC	Council Tax - cemetery	£ 54.00
DD 06/35	BT	Telephone & broadband	£ 78.07
DD 06/36	Sage	Accounting software	£ 86.40
DD 06/37	Castle Water	Water Woodside	£ 91.67
DD 06/38	Castle Water	Water Pembury Burial Ground	£ 42.43
DD 06/39	Wex	Fuel charges	£ 62.80
DD 06/40	SSE	Electricity - unmetered supply	£ 163.09
DD 06/41	Sage	Payroll software	£ 14.40
DD 06/42	O2	Mobile phone charges	£ 102.58
DD 06/43	Veolia	Waste collection	£ 58.43
			<b>£ 3,972.70</b>
<b>CONFIDENTIAL SALARIES - June 2023</b>			
CS 06/03	Confidential Salaries		£ 8,997.60
			<b>£ 8,997.60</b>
<b>TOTAL EXTERNAL PAYMENTS</b>			<b>£ 26,025.96</b>