

Minutes of the **FULL COUNCIL** meeting held at Pembury Baptist Church, Romford Road on Monday **2 October 2023** at 7.15pm.



**Councillors Present:**

Cllr K Brooks (Chair)	Cllr D Reilly
Cllr N Stratton (Vice-Chair)	Cllr C Snow
Cllr M Barrett	Cllr M Weaver
Cllr A Birch	Cllr J Webster
Cllr G Hall	

**Officers Present:**

H Munro (Clerk)	Y Allen (Deputy Clerk)
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**Others present:**

Borough Cllr D Hayward	Borough Cllr P Roberts
County/Borough Cllr P Barrington King	
Six residents	

23/203. **APOLOGIES FOR ABSENCE.** There were none.

Cllr Gautam was not in attendance.

23/204. **DECLARATIONS OF INTEREST.** There were none.

23/205. It was **RESOLVED** to bring forward item 23/177 to discuss the planning applications. This would be discussed after the Open Session.

23/206. **CHAIR'S ANNOUNCEMENTS.**

- Sammy Harris had resigned due to work and family commitments.
- Thank you to everyone who had helped out at the litter pick. We Waste Limited and the Rapid Relief Team are keen to support the Parish Council at other events. Plans are proposed to hold two litter picks a year.

23/207. **OPEN SESSION.** Residents expressed serious concerns about item 23/177 – Planning applications at Redwings Lane.

23/208. **PLANNING APPLICATIONS.** The following were considered and it was **RESOLVED** to submit the following responses to Tunbridge Wells Borough Council (TWBC):

**23/02396/FULL**

**Land South of Redwings Lane**

Change of use of land from agriculture to equine and erection of 3 stable block.

**23/02397/FULL**

**Land South of Redwings Lane**

Change of use of land from agriculture to equine and erection of 2 stable block.

**Strongly object** to the above two applications for the following reasons:

- This is Grade 2 agricultural land and should stay as such
- It is in an Area of Outstanding Natural Beauty
- It is in the Metropolitan Green Belt
- It is over an Aquifer which feeds the neighbouring reservoir
- No proposed supervision or security of animals overnight
- It is in a 'dark skies' area and lighting would be required for the stables
- There is no lorry access to empty the proposed cesspit

These were the points raised and will be used to form the response to be submitted to TWBC.

**23/02302/FULL**

**The Ranch UK, Redwings Lane**

Change of use of land from agriculture to provide a Gypsy and Traveller pitch (retrospective)

**23/02303/FULL**

**The Ranch UK, Redwings Lane**

Change of use of land from agriculture to provide a Gypsy and Traveller pitch (retrospective)

**Strongly object** to the above two applications for the following reasons:

- Tunbridge Wells Borough Council already has adequate provision for Gypsy and Traveller sites in the Borough for the next five years.
- This is Grade 2 agricultural land and should stay as such
- It is in an Area of Outstanding Natural Beauty
- It is in the Metropolitan Green Belt
- It is over an Aquifer which feeds the neighbouring reservoir
- It is in a 'dark skies' area

These were the points raised and will be used to form the response to be submitted to TWBC.

Borough Councillors would be asked to call in the applications if the planning officer was minded to approve the applications.

Cllr Reilly was thanked for the research he had undertaken on the above planning applications.

*The residents left at 8.03pm*

23/209. **MINUTES.** It was **RESOLVED** that the minutes of 4 September 2023 be approved and were signed by the Chair as an accurate record.

23/210. **COMMITTEE & WORKING GROUP MINUTES.** It was **RESOLVED** to approve the draft minutes of the following Committees. Updates were noted.

- a. Climate & Environmental Action Working Group – 6 September 2023
- b. Community Events Working Group – 8 September 2023
- c. Remembrance Day Working Group – 15 September 2023
- d. Planning & Highways Committee – 18 September 2023
- e. Open Spaces Committee – 25 September 2023

23/211. **CLERK’S REPORT.** The following report was noted:

- a. Appeal against Enforcement notice. An update is awaited.
- b. Priorities review. A meeting to discuss the priorities further is to be arranged.
- c. Theft from allotments. There has been a report of theft of produce from the allotments.

The Clerk and Deputy Clerk were thanked for their work.

**REPORT OF COUNTY/BOROUGH COUNCILLORS.** Reports from County/Borough Councillors were received and the following were noted:

- The gas works along Pembury Road had been completed ahead of schedule.
- Future roadworks were planned for Henwood Green Road.
- Consideration was being given to a replacement gateway at Bo-Peep from County/Borough Cllr Barrington King’s members’ grant.
- Dedicated seating for veterans would be available at the forthcoming Remembrance Sunday service.
- Missed bin reports were being ignored at TWBC. This was being monitored.
- Approval had been given for double yellow lines in Stanam Road.

The Chair thanked the County/Borough Councillors for their work in the village.

*County/Borough Cllr Barrington King, Borough Cllrs Hayward and Roberts left the meeting at 8.16pm.*

23/212. **EXTERNAL BODIES.** The Chair gave a brief verbal report of the Parish Chairman’s Group meeting.

23/213. **NEIGHBOURHOOD PLAN.** The successful result of the referendum was noted.

Thanks were given to Cllrs Stratton, Reilly and Hall for all their hard work on the Neighbourhood Plan.

23/214. **FHR COMMITTEE.** Following the resignation of Sammy Harris, the following appointments were agreed by **RESOLUTION**:

- Cllr A Birch to be a member of the FHR Committee.
- Cllr M Weaver to be a substitute member of the FHR Committee.

23/215. **RECOMMENDATION FROM COMMITTEES & WORKING GROUPS.** The following recommendations were received:

#### **Open Spaces Committee**

- a. It was **RESOLVED** to approve the specification for a replacement tarmac path at Old Church and to take costs from general reserves. An indicative quotation of £7,500 had been received. It was **RESOLVED** to delegate the decision to select a contractor to the Open Spaces Committee.

#### **Climate & Environmental Action Working Group**

- b. It was **RESOLVED** to approve the appointment of Mark Arnold and Lawrence Matthews to the Working Group.
- c. A new project to add solar panels to the pavilion and parish office and to convert streetlights to LED lights was considered. It was **RESOLVED** that the Parish Council would sign up to 'Solar Together' but would not commit to anything further at this stage.
- d. It was **RESOLVED** to approve the appointment of an Energy Consultant to discuss the project in more detail at an approximate cost of £1000. The funds would be vired from the Carbon Audit budget.

*Cllr Hall left the meeting at 8.45pm.*

#### **Community Events Working Group**

- e. It was **RESOLVED** to purchase additional PA equipment at a cost of £452.98.
- f. It was **RESOLVED** to approve the appointment of Patrick Gillan to the Working Group.

23/216. **ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2022/23.** The AGAR had been audited and it was noted that there were no 'except for' items or comments from the External Auditor.

The Clerk was thanked for her work on this.

23/217. **SCOUTS AND GUIDES REQUEST.** It was **RESOLVED** to approve the request from Pembury Scouts for a grant for building insurance of £1,493.60.

23/218. **FINANCIAL INFORMATION.** It was **RESOLVED** to note the accounts for payment for September 2023 for £24,575.12. A transfer from NatWest to Unity Bank of £30,000 was approved by **RESOLUTION**. Approved payments are listed in Appendix 1.

23/219. **RISKS.** There were none.

23/220. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** The following were raised:

- Toilets in the Recreation Ground

23/221. **FUTURE MEETING.** The date of the following meeting was noted:

- a. Full Council – Monday 6 November 2023 at 7.15pm at Pembury Baptist Church Hall

There being no other business, the meeting closed at 20.52pm

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

<b>Accounts for Payments - October 2023</b>			
Our Ref:	Payee	Description	Total £
<b>ACCOUNTS FOR PAYMENT BY BACS - OCTOBER 2023</b>			
10/88	HMRC	Tax/NI	2,659.10
10/89	Kent Pension Fund	Pensions	2,641.34
10/90	Asbestos Gone	Removal of garage in rec	1,680.00
10/91	Colin Coley	Pest control (moles)	240.00
10/92	Knockout Print	Signs for MUGA / NDP banner	168.00
10/93	BG26 Works	PVN - Autumn edition	1,768.80
10/94	Edge IT	Cemetery software	283.20
10/95	Capel Groundcare	Hedge cutting	582.00
10/96	SKF Contractors	Bus shelter seating install	463.63
10/97	One Ten electrical	Electric socket on pavilion (events)	99.99
10/98	Fine English Lawn Co	Wildflower Meadow improvements (grant funded)	468.50
10/99	Streetlights	Replaced lantern with LED	420.00
10/100	Capel Groundcare	Replacement universal joint (insurance claim)	2,452.92
10/101	Strutt & Parker	Woodside Triangle annual rent	0.50
10/102	Wise Stonecraft	Gravedigging x 2	850.00
10/103	Southern Care Maint.	Fire Extinguisher servicing - annual contract charge	275.41
			<b>15,053.39</b>
<b>DEBIT CARD - SEPTEMBER 2023</b>			
DC 09/38	Pembury Autos	Truck repairs/maintenance	292.24
DC 09/39	New World Sports	Tennis court numbers	23.78
DC 09/40	Kent County Council	Scanning of burial registers	83.23
DC 09/41	Cash	Petty cash top up	100.00
DC 09/42	Amazon	Toilet rolls	22.49
DC 09/43	Amazon	Post-it notes	3.58
DC 09/44	Amazon	A3 laminating paper	14.92
			<b>540.24</b>
<b>DIRECT DEBITS - SEPTEMBER 2023</b>			
DD 09/76	Wex	Fuel Charges	49.66
DD 09/77	TWBC	Council Tax - cemetery	54.00
DD 09/78	TWBC	Council Tax - depot & office	901.00
DD 09/79	BT	Telephone & Broadband	77.57
DD 09/80	Southern Electric	Office & depot electricity	628.01
DD 09/81	Wex	Fuel Charges	60.34
DD 09/82	Sage	Payroll support	15.60
DD 09/83	SSE	Electricity - unmetered supply	167.53
DD 09/84	Castle Water	Allotment water	74.37
DD 09/85	Wex	Fuel Charges	84.62
DD 09/86	O2	Mobile phone charges	102.10
DD 09/87	Veolia	Waste charges	51.26
			<b>342.12</b>
<b>CONFIDENTIAL SALARIES - SEPTEMBER 2023</b>			
CS 09/06			<b>8,639.37</b>
<b>TOTAL EXTERNAL PAYMENTS</b>			<b>24,575.12</b>
<b>Internal Payments - PAID</b>			
5066	Pembury Parish Council	Funds for Unity Bank Account	15,000.00
<b>Internal Payments - October 2023</b>			
Chq 5067	Pembury Parish Council	Funds for Unity Bank Account	£ 30,000.00
<b>TOTAL INTERNAL PAYMENTS</b>			<b>£ 45,000.00</b>