

Minutes of the **FULL COUNCIL** meeting held at Pembury Baptist Church, Romford Road on Monday **8 January 2024** at 7.15pm.



Councillors Present:

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

Apologies:

Cllr V Gautam	Cllr C Snow
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Officers Present:

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

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

23/345. **APOLOGIES FOR ABSENCE.** Apologies were received from Cllrs V Gautam and C Snow. The apologies and reasons were accepted.

23/346. **DECLARATIONS OF INTEREST.** There were none.

23/347. **CHAIR'S ANNOUNCEMENTS.**

- The Chair wished everyone a Happy New Year.
- The Chair commented on how lovely the knitted post box toppers had been which had been on display over the Christmas period and wished to thank the u3a group which had made them.

23/348. **OPEN SESSION.** No-one was present.

23/349. **MINUTES.** It was **RESOLVED** that the minutes of 4 December 2023 be approved and were signed by the Chair as an accurate record.

23/350. **COMMITTEE & WORKING GROUP MINUTES.** It was **RESOLVED** to approve the draft minutes of the following Committee. The following updates were noted.

a. Planning & Highways – 18 December 2023

- A query about a new 30mph sign was raised and this would be chased up.
- Refuse bin stickers are to be distributed to households along the High Street.

- Cllr Barrett explained that the Village Gateway at Bo-peep was beyond repair and a new one was needed. Borough/County Cllr Barrington King had offered to fund 50% of a replacement and exact costings and a design would be discussed at the next Planning & Highways Committee meeting.

23/351. **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. Redwings Lane Enforcement Action – An enforcement notice is being prepared and the landowners will have a period of several months to comply with the notice.
- d. Streetlight – Convert to LED – The contractor has been appointed and work is likely to start early February.
- e. Complaint to Tunbridge Wells Borough Council (TWBC) re Enforcement – A letter has been sent and an acknowledgement received. A formal response is awaited.
- f. Allotment Track sinkhole – This issue is ongoing and the owner of the neighbouring land has agreed to review and to rectify the problem. Professional guidance may need to be sought if the issue continues.
- g. Planning application – A planning application for nine homes at The Frith, 39 Lower Green Road has been received. This would be discussed at the next Planning & Highways Committee meeting.
- h. Vandalism / Damage – A tree near the War Memorial fell during the Christmas period. This is not owned by the Parish Council.

The Clerk was thanked for the detailed complaint letter that had been sent to TWBC on delays to enforcement.

23/352. **REPORT OF COUNTY/BOROUGH COUNCILLORS.** Reports were received and the following were noted:

- a. Reports were received and the following were noted:
 - Further meetings had taken place about the Village Gateway.
 - Tough decisions were having to be made to close the budget gap at Kent County Council.

- The CCTV camera in the High Street had been useful on two occasions.
- The Head of Planning had been contacted about enforcement issues.

A lack of staff was contributing to delays in enforcement and following a query, it was confirmed that salaries at TWBC are benchmarked with other local authorities.

- b. Local Plan update. Consultation on the Local Plan had been delayed and would run from 15 January 2024 to 26 February 2024.

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

The Borough and County Councillors left at 7.45pm.

23/353. **EXTERNAL BODIES.** There had been no meetings.

23/354. **RECOMMENDATIONS FROM COMMITTEES & WORKING GROUPS.** The following was considered:

- a. Section 106 Working Group. It was **RESOLVED** to approve the following membership: Cllrs Birch, Brooks, Hall and Stratton.

23/355. **LOCAL PLAN CONSULTATION.** It was **RESOLVED** to add this as an item on the next Planning & Highways Committee agenda to discuss any actions. The need for an extraordinary meeting would be considered if required.

23/356. **MOTION FROM CLLR JON WEBSTER.** Following a motion from Cllr Webster asking for consideration to be given to planting trees on Town & County land in Belfield Road, it was **RESOLVED** to agree to this in principle but subject to further investigations regarding liability and future maintenance.

23/357. **ANNUAL PARISH MEETING.**

- a. The meeting date of Thursday 25 April 2024 was noted.
- b. It was **RESOLVED** that the meeting would be an informal drop-in session only with no formal section.

23/358. **ANNUAL REPORT.** This would follow the same format as 2023.

23/359. **FINANCIAL INFORMATION.** It was **RESOLVED** to approve the Accounts for Payment for December 2023 of £31,751.12. Approved payments are listed in Appendix 1.

23/360. **RISKS.** There were none.

- 23/361. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** There were none.
- 23/362. **FUTURE MEETING.** The date of the following meeting was noted: Full Council – Monday 5 February 2024 at 7.15pm at Pembury Baptist Church Hall.
- 23/363. Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, it was **RESOLVED** to exclude the public and press from the meeting at 8.10pm for the next item of business on the grounds that it would involve the likely disclosure of exempt information.
- 23/364. **OLD COACH ROAD.** An update was given.

There being no other business, the meeting closed at 8.15pm

Signed: _____ Date: _____
Chair

Accounts for Payments - January 2024			
Our Ref:	Payee	Description	Total £
ACCOUNTS FOR PAYMENT - PAID			
12/131	Rialtas	Omega training - Clerk/RFO / correction	48.00
			48.00
ACCOUNTS FOR PAYMENT BY BACS - DECEMBER 2023			
01/142	HMRC	Tax/NI	2,916.45
01/143	Kent Pension Fund	Pensions	2,879.05
01/144	Katy Brooks	Reimbursement for lights for Fireworks	71.94
01/145	B&Q	Suplies & compost	61.61
01/146	Tivoli	Dog bin empties Apr - Dec 2023	2,608.20
01/147	Gala lights	Christmas lights	8,334.00
01/148	Netwise	Annual website hosting package / .gov.uk domain	492.00
01/149	Barnes Memorial	Memorial inspection Pembury Burial Ground	240.00
01/150	RIP Cleaning	Clear office gutters	60.00
01/151	Heliocentrix	IT support & Microsoft accounts Dec 23	194.99
01/152	New Dreams	Office cleaning x 3 months	210.00
01/153	Express Toilet Hire	Firework event toilet hire	120.00
			18,188.24
DEBIT CARD - DECEMBER 2023			
DC 11/66	Amazon	Stationery	4.99
DC 11/67	Amazon	Padlock for allotment gate (returned & refunded)	33.00
DC 12/68	Amazon	Printer paper	18.24
DC 12/69	Greenbarnes	Noticeboard pin board	155.62
DC 12/70	Tate Fencing	Posts for stake & banding for memorials	89.38
DC 12/71	Amazon	Padlock for allotment gate	36.59
DC 12/72	Pembury Autos	Service Truck	1,018.68
			1,356.50
DIRECT DEBITS - DECEMBER 2023			
DD 12/118	Public Works Loan	Loan repayments	2,059.48
DD 12/119	Wex	Fuel Charges	21.60
DD 12/120	Wex	Fuel Charges	92.72
DD 12/121	TWBC	Council Tax - cemetery	54.00
DD 12/122	TWBC	Council Tax - depot & office	901.00
DD 12/123	BT	Telephone & Broadband	77.57
DD 12/124	Wex	Fuel Charges	1.80
DD 12/125	Castle Water	Water - Lower Green Rec	46.06
DD 12/126	Sage	Payroll support	15.60
DD 12/127	Castle Water	Water - LG Cemetery	6.96

Appendix 1
Accounts for payment

DD 12/128	Castle Water	Water - allotments	26.32
DD 12/129	SSE	Electricity - Office & Depot	523.33
DD 12/130	Veolia	Waste charges	64.94
DD 12/131	O2	Mobile phone charges	102.10
			3,993.48
CONFIDENTIAL SALARIES - DECEMBER 2023			
CS 12/09			8,164.90
TOTAL EXTERNAL PAYMENTS			31,751.12