



**To all Members of Pembury Parish Council**

*Cllrs Barrett, Birch, Brooks, Gillan, Hall, Reilly, Simmons, Snow, Stratton, Weaver & Webster*

You are hereby summoned to attend the Meeting of **Pembury Parish Council** on **Monday 1 July 2024** at **7:15pm** at the Pembury Parish Office Meeting Room, Lower Green Recreation Ground.

*H Munro*

Helen Munro  
Parish Clerk

Date of Issue: 25 June 2024

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

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**A G E N D A**

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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. **REPORTS OF COUNTY & BOROUGH COUNCILLORS'.** To receive questions and reports including updates on the Local Plan and any large nearby developments.
6. **MINUTES.** To receive and approve the minutes of the meeting held on 3 June 2024 for signature.
7. **COMMITTEE MINUTES.** To note draft minutes of Committees for adoption and receive verbal report and update from Committee Chairs:
  - a. Planning & Highways Committee – 17 June 2024

- b. Open Spaces Committee – 24 June 2024
- 8. **CLERK’S REPORT.** To receive report and update on previous actions, on-going projects and any urgent actions taken.
- 9. **EXTERNAL BODIES.** To receive and note any reports from representatives of External Bodies or other meetings attended.
- 10. **COMMITTEES & MEETINGS.**
  - a. To consider options for a change to Committee meeting days and times.
  - b. To approve changes to Committee memberships.
- 11. **RECOMMENDATIONS FROM COMMITTEES.**
  - Open Spaces Committee
    - a. To recommend changes to memorial sizes in the new burial area only.
    - b. To recommend installing one goal in the Recreation Ground with costs shared with Pembury Athletic Football Club.
- 12. **PEMBURY IN THE PARK.** To receive update and confirm arrangements.
- 13. **FINANCIAL INFORMATION.**
  - a. To receive and approve the Accounts for Payment.
  - b. To note arrangements for approving Accounts for Payment during the summer recess.
- 14. **RISKS.** To consider any new risks affecting the Council and actions required.
- 15. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** For information only.
- 16. **FUTURE MEETINGS.** Full Council – Monday 2 September 2024 at 7:15pm at the Parish Office Meeting Room.
- 17. **CLOSED SESSION.** Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, to consider excluding the public and press from the meeting for the next items of business on the grounds that it will involve the likely disclosure of exempt information.
- 18. **HR MATTERS.** Update.

Minutes of the **FULL COUNCIL** meeting held at Parish Office, Lower Green Recreation Ground on Monday **3 June 2024** at 7.15pm.



**Councillors Present:**

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

**Officers Present:**

H Munro (Clerk)

**Others present:**

1 Member of the Public

24/052. **APOLOGIES FOR ABSENCE.** There were none.

24/053. **DECLARATIONS OF INTEREST.** There were none.

24/054. **CHAIR'S ANNOUNCEMENTS.** The Chair welcomed the two new councillors, Cllrs Gillan and Simmons to the meeting. She also reminded councillors about the forthcoming litter pick.

24/055. **OPEN SESSION.** A resident spoke about the Cornford Court application discussed at item 24/057. The resident was thanked for his work on the application.

24/056. **REPORTS OF COUNTY & BOROUGH COUNCILLORS.**

- Apologies were received from County Cllr Barrington-King and Borough Councillors Hayward and Patterson.
- Cllr Birch reported that Pembury Primary School are raising money for a new library.
- Cllr Patterson submitted a written report in his absence which was noted.

24/057. **CORNFORD COURT APPLICATION – 23/03419/FULL DEMOLITION OF EXISTING SINGLE STOREY STRUCTURE AND ERECTION OF A PART TWO/PART THREE STOREY ASSISTED LIVING UNIT (C2) COMPROMISING OF 69 TWO BEDROOM SUITES.**

- a. The decision of Tunbridge Wells Borough Council to approve the planning application despite significant objections was noted.

- b. Further actions, up to and including a Judicial Review, were considered. After much discussion, it was **RESOLVED** that Cllrs Hall, Reilly and Stratton write a response to the Chief Executive and Head of Planning at Tunbridge Wells Borough Council (TWBC) to share the significant concerns about the decision-making process and the decision itself.

Cllr Hall *left the meeting at 7:49pm and the resident left the meeting at 8:05pm.*

- 24/058. **MEETING WITH BOROUGH COUNCILLORS.** It was **RESOLVED** that a meeting would be arranged with newly elected Borough Councillors to discuss expectations and future working how the relationship would work in future. All Parish Councillors would be invited to attend.
- 24/059. **LOCAL PLAN.** An update for the Tunbridge Wells Draft Local Plan hearings was noted. It was **RESOLVED** to liaise with Brenchley and Matfield Parish Council to take account of their views on the changes to the Kippings Cross roundabout. It was **RESOLVED** that Cllr Reilly draft a response to be submitted to the Planning Inspector before the deadline of 28 June 2024.
- 24/060. **MINUTES.** It was **RESOLVED** that the minutes of 13 May 2024 be approved and were signed by the Chair as an accurate record.
- 24/061. **COMMITTEE MINUTES.** It was **RESOLVED** to approve the draft minutes of the following meetings. Updates were noted.
- a. Planning & Highways Committee – 20 May 2024
- 24/062. **CLERK’S REPORT.** The following report was noted:
- a. Football Goals for Informal Play at Lower Green Recreation Gound  
Further research is being undertaken for discussion at the next Open Spaces Committee meeting.
  - b. Litterpick  
The next Litterpick is scheduled on Saturday 15 June from 10:30.
  - c. Vandalism  
Graffiti was sprayed around the village and Lower Green Recreation Ground on the bank holiday weekend. It has not been possible to remove the graffiti despite several attempts. A quote for specialist removal will be sought. If this is not successful, consideration of painting the wall to be discussed.
- 24/063. **EXTERNAL BODIES.** There were none.
- 24/064. **COMMITTEE VICE-CHAIR.** It was **RESOLVED** to appoint Cllr Gillan as Vice-Chair of the Open Spaces Committee.

24/065. **COMMITTEE MEETINGS.** Consideration of changing the start time of Committee meetings was discussed. It was **RESOLVED** that only the Planning & Highways Committee would change their start time to 7pm from the July 2024 meeting. All other Committee meeting start times would not change.

24/066. **YEAR END ACCOUNTS AND ANNUAL GOVERNANCE & ACCOUNTABILITY STATEMENT (AGAR) 2023/24.**

- a. The Annual Internal Audit Report was noted. There were no items of concern.
- b. The Annual Governance Statement for 2023/24 was reviewed. It was **RESOLVED** that it be approved and was duly signed.
- c. The Accounting Statements for 2023/24 were reviewed. It was **RESOLVED** that they be approved and were duly signed.
- d. It was **RESOLVED** that the dates for the exercise of public rights from 5 June 2024 to 16 July 2024 be noted.

24/067. **FINANCIAL INFORMATION.**

- a. It was **RESOLVED** to approve the accounts for payment for June 2024 for £24,428.25. A transfer from NatWest to Unity Bank of £30,000 was approved by **RESOLUTION**. Approved payments are listed in Appendix 1.
- b. It was **RESOLVED** to ratify grant funding applications for Round 3 of the UKSPF Community Grant Programme to refurbish the War Memorial paving and provide additional notice board around the village.
- c. It was **RESOLVED** to approve the removal of the previous Deputy Clerk, Yvette Allen, from the bank mandate of all bank accounts.

24/068. **RISKS.** There were none.

24/069. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** A query about how many trees would be provided by TWBC for Pembury was raised. Cllr Birch agreed to find out more details.

The Climate and Environmental Working Group wanted to consider making a wildflower meadow at Coronation Gardens. This would be added to the next open Spaces Committee agenda for discussion.

- 24/070. **FUTURE MEETINGS.** The date of the next Full Council meeting would be held on Monday 1 July 2024 at 7.15pm at the Parish Office.
- 24/071. **CLOSED SESSION.** 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 for the next items of business on the grounds that it will involve the likely disclosure of exempt information at 8:55pm.
- 24/072. **RECRUITMENT.** The appointment of the new Assistant Clerk and Administration Officer was noted.

There being no other business, the meeting closed at 8:59pm.

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

<b>Accounts for Payment - June 2024</b>			
Our Ref:	Payee	Description	Total £
<b>ACCOUNTS FOR PAYMENT BY BACS - June 2024</b>			
06/035	HMRC	Tax/NI	2,303.36
06/036	Kent Pension Fund	Pensions	2,325.26
06/037	PPL/PRS	Licence for Pembury in the Park	49.15
06/038	The Living Forest	Tree works (phase 2)	6,569.40
06/039	Edge IT	Cemetery software - annual licence	296.40
06/040	GDPR-info	DPO service 2024/25	350.00
06/041	Southborough Town Council	Training - Cllr Simmons	36.00
06/042	Mulberry & Co	Final Internal audit	246.78
06/043	Claire Stewart	Locum Deputy Clerk	679.25
06/044	One Ten Electrical	Electrical work to move printer in office	318.18
06/045	Heliocentrix	IT May 2024	263.08
06/046	Wise Stonecraft	Gravedigging	400.00
06/047	Tivoli	Dog bin empties	318.14
			<b>14,155.00</b>
<b>DEBIT CARD - May 2024</b>			
DC05/10	SJ Osborne	Padlock for allotment gate	93.77
			<b>93.77</b>
<b>DIRECT DEBITS - May 2024</b>			
DD 05/017	SSE	Unmetered Supply	175.21
DD 05/018	Wex	Fuel Charges	80.26
DD 05/019	NEST	Pension Contributions	88.42
DD 05/020	Wex	Fuel Charges	56.32
DD 05/021	TWBC	Business Rates Cemetery	54.00
DD 05/022	TWBC	Business Rates Office & Depot	991.00
DD 05/023	BT	Telephone & Broadband	88.56
DD 05/024	KCC	Photocopier charges	29.64
DD 05/025	Castle Water	Water - Woodside	10.14
DD 05/026	Castle Water	Water - Lower Green Cemetery	7.28
DD 05/027	Castle Water	Water - Lower Green Rec	21.47
DD 05/028	Castle Water	Water - Pembury Burial Grounds	8.44
DD 05/029	Wex	Fuel Charges	87.75
DD 05/030	Sage	Payroll support	15.60
DD 05/031	Castle Water	Water - allotments	6.06
DD 05/032	SSE	Office & Depot electricity	245.95
DD 05/033	Veolia	Waste charges	131.84
DD 05/034	O2	Mobile phone charges	110.47
DD 05/035	Wex	Fuel Charges	91.14
			<b>2,299.55</b>

<b>CONFIDENTIAL SALARIES - May 2024</b>			
CS 05/02			<b>7,879.93</b>
<b>TOTAL EXTERNAL PAYMENTS</b>			<b>24,428.25</b>
<b>Internal Payments - May 2024</b>			
Chq 5077	Pembury Parish Council	Funds for Unity Bank Account	£ 30,000.00
<b>TOTAL INTERNAL PAYMENTS</b>			<b>£ 30,000.00</b>



Minutes of the **PLANNING AND HIGHWAYS COMMITTEE** held at the Parish Council offices on **MONDAY 17 JUNE 2024** at 3.30pm.



**Councillors Present:**

Cllr D Reilly (Chair)                                Cllr G Hall  
Cllr K Brooks (Vice-Chair)                      Cllr J Webster  
Cllr M Barrett

**Officers Present:**

Y Allen (Burial Officer)

**Other Attendees:**

4 Members of the public

24/073. **APOLOGIES FOR ABSENCE.** There were none.

24/074. **DECLARATIONS OF INTEREST.** Cllr Reilly had met with a Tesco representative and had had a site visit – planning application 24/01356 refers.

24/075. **MINUTES.** It was **RESOLVED** that the minutes of the 20 May 2024 be approved and were signed by the Chair as an accurate record.

24/076. **CHAIR'S ANNOUNCEMENTS.** As meetings on Monday afternoons were no longer convenient for Committee members, changes to meeting days and times would be discussed later on in the agenda.

The Chair also thanked everyone who attended the Tunbridge Wells Borough Council (TWBC) Planning Committee meeting regarding Cornford Court. He had requested a recording of the meeting as there were concerns at the way the meeting had been conducted and this would be followed up.

24/077. **CLERK'S REPORT.** The following report was noted:

- a. Another 30-mph banner is still awaited from KCC Highway Services.
- b. The query relating to the streetlight maintenance contract is still outstanding as the contractor.

24/078. **OPEN SESSION.** One resident spoke about enforcement matters at Redwings Lane.

24/079. **ENFORCEMENT.** An updated enforcement and appeals log was noted. An update on progress with the appeals on the Redwings Lane sites was reported and it was **RESOLVED** that the new revised date for the appeal hearing would be sought from the Head of Planning at TWBC.

*All members of the public left at 4.09pm.*

24/080. **PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- a. **24/01272/FULL Cottleston Farm, Kings Toll Road**  
Extension to barn conversion & alterations to fenestration on all elevations (23/02496/FULL refers).

Support with a request to include the following conditions:

- a. Ecology. Works are undertaken in line with the recommendations set out in the PEA and Bat Survey;
- b. Trees. A condition to be added to ensure the surrounding trees are protected during the construction phase of the development;
- c. The scheme is to be landscaped in accordance with the condition on the previous consent including ecology measures.

- b. **24/01356/FULL Tesco, Pembury Road**  
2no. extensions to existing store & alterations to parking.

Cllr Reilly reported that he visited the site. It was **RESOLVED** to write to the Local Planning Authority requesting deferment of comments as consultee until transport issues have been resolved.

- c. **24/01404/ENVSCR Tesco, Pembury Road**  
EIA Screening Opinion - 2no. extensions to existing store & alterations to parking (24/01356/FULL).

It was noted that an EIA was not needed.

- d. **24/01273/TPO 41 The Gill**  
TREES: 2no. OAK - 30% reduction of overhanging branches.

The Parish Council requests that this application is referred to the TWBC Tree Officer with regard to ownership of the land on which the tree is situated.

24/081. **LATE PLANNING APPLICATIONS.** The following were considered, and it was **RESOLVED** to submit the following responses to TWBC:

- a. **24/01497/TPO 10 Maidstone Road**  
Reduce to height of 5 metres above ground level.

Noted.

- b. **24/01511/FULL Nursery Cottage, Stone Court Lane**  
Demolition of existing dwelling & garage, erection of replacement dwelling & garage with landscaping.

Pembury Parish Council supports the scheme as it is more sustainable and higher quality than the dwelling currently on site. Subject to suitable conditions for protection and proposed landscaping, the scheme will have no detrimental impact on site trees, including those subject to TPOs. The scheme will accordingly comply with Policies P8 (Pembury Neighbourhood Plan) and EN13.

24/082. **OTHER APPLICATIONS.** The following applications were noted.

- a. **24/01244/SUB 2 Hawkwell Cottages, Maidstone Road**  
Submission of details in relation to Condition 4 – Rooflight details of 23/03195/LBC
- b. **24/01384/LAWPRO Pembury Hall Pembury Hall Road**  
Use of the land for siting of a mobile unit for use of forestry / agriculture purposes.
- c. **24/01396/SUB Maidstone & Tunbridge Wells NHS Trust The Tunbridge Wells Hospital Tonbridge Road**  
Submission of Details in relation to Condition 20 - Landscape & Ecological Management Plan of 21/00797/FULL.
- d. **24/01384/LAWPRO Orchard View Stone Court Lane**  
Pitched roof to rear.

24/083. **OTHER LATE APPLICATIONS.** There were none.

24/084. **DECISIONS.** The following decisions were noted:

- a. **23/03491/FULL The Frith, 39 Lower Green Road**  
Demolition of dwelling and ancillary structures and residential redevelopment of the site comprising 5 no. 3-bed and 4 no. 4-bed dwellings, with associated new access, parking and footpath link. GRANTED
- b. **24/00917/FULL 3 Sandhurst Avenue**  
Two storey side extension with single storey rear extension GRANTED
- c. **24/00874/FULL 15 Knights Ridge**  
Two storey front extension GRANTED
- d. **24/00893/TPO 46 Maidstone Road**

Trees: MATURE OAK (T1) (mature oak tree) - Prune back crown on neighbouring bungalow side and remove dead wood. GRANTED

- e. **24/00472/FULL**      **1 Horse Pasture Cottages, Maidstone Road**  
Single storey rear extension GRANTED
- f. **24/00932/FULL**      **Fletchers, Hastings Road**  
Single storey side extension, first floor side dormers; replacement porch, doors & windows; replace 2 rear windows with French doors. GRANTED
- g. **24/00955/FULL**      **Great Bayhall Barn, Chalket Lane**  
Variation of Conditions 2 & 3 of 23/00478/FULL - Alterations to fenestration to all elevations, addition of PV panels, plant shed, external material alterations, extension of sedum roof over link. GRANTED
- h. **24/00996/FULL**      **6 The Paddock**  
Part two storey, part single storey side and front extension; part two storey, part single storey rear extension. GRANTED
- i. **24/00951/FULL**      **Great Bayhall Barn, Chalket Lane**  
Variation of Conditions 2, 3, 4 and 5 of 19/03602/FULL - Alterations to landscaping and swimming pool, alterations to fenestration and changes to materials (Alternative to 23/00538/FULL). GRANTED

24/085. **LOCAL PLAN.** The response submitted to the Planning Inspector for the Stage 3 Hearings is in progress and would be submitted prior to the deadline of 28 June. It was **RESOLVED** that no one would attend the hearings on behalf of the Parish Council.

24/086. **HIGHWAYS IMPROVEMENT PLAN (HIP)**

- a. Highways improvements near the primary school were discussed and it was noted that concerns had already been identified as a high priority in Pembury's HIP. Cllr Reilly was keen to form a group consisting of a Borough and County Councillors together with Parish Councillors and concerned residents to investigate possible solutions and research grant funding for any future scheme.
- b. No changes would be made to the HIP.

24/087. **RISKS.** There was nothing further discussed.

- 24/088. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** There were none.
- 24/089. **MEETING DATES.** The next meeting would take place on Wednesday 17 July at 7pm. It was **RESOLVED** to recommend to Full Council that future Planning & Highways Committee meetings take place on the third Wednesday in the month at 7pm.

There being no other business, the meeting closed at 5.10pm.

Signed: ..... Date: .....  
Chair

Minutes of the **OPEN SPACES COMMITTEE** held at Pembury Parish Council offices on **Monday 24 June 2024** at 3:00pm.



**Councillors Present:**

Cllr C Snow (Chair)

Cllr M Weaver

Cllr P Gillan (Vice Chair)

Cllr J Webster

Cllr M Barrett

**Officers present:**

Helen Munro (Clerk)

24/090. **APOLOGIES FOR ABSENCE.** There were none.

24/091. **DECLARATIONS OF INTEREST.** There were none.

24/092. **MINUTES.** It was **RESOLVED** that the minutes from the committee meeting held on 15 January 2024 be approved and signed by the Chair as an accurate record.

24/093. **CHAIR'S ANNOUNCEMENTS.** The Chair reported on the recent Community Litter pick.

24/094. **CLERK'S REPORT.** The following report was **noted**:

- a. Shipping Container. No further work has been done on this project due to workload issues.
- b. Memorials. Urgent work to memorials in Lower Green Cemetery have been completed. Work to remaining memorials will be scheduled in due course.
- c. Tunbridge Wells Borough Council (TWBC) – Marshleyharbour Woods. No further progress has been reported.
- d. Litter pick. The next litter pick is scheduled on Saturday 28 September 2024. The Rapid Relief Team and We Waste Ltd will attend.

24/095. **OPEN SESSION.** There was no one to speak.

24/096. **BURIALS.**

- a. The Finance & HR Committee had recommended reviewing memorial sizes and changes were considered. After much discussion it was **RESOLVED** to recommend to Full Council that there should be no change to memorial sizes in the existing burial site. However, memorial sizes in the new burial area should be reduced.

- b. A request to move an existing reserved burial plot to another location was considered. It was **RESOLVED** that this be approved.

24/097. **LOWER GREEN RECREATION GROUND.**

- a. Correspondence regarding the skate park was considered. After discussion, it was **RESOLVED** to invite the resident to discuss their suggestion with committee members at an informal meeting. They would also be invited to support the Parish Council with future recreation ground improvement projects.
- b. The report on improvements to the Recreation Ground was noted. A shaded area would be included in the plans. A public consultation was required to ascertain residents' requirements and would be considered at a future meeting.
- c. The next steps for a new climbing frame funded by a Section 106 payment were discussed. It was agreed that a site meeting to the playground at Hilbert Park would be arranged.
- d. A suggestion to add permanent football goals for informal play was discussed. It was **RESOLVED** to recommend to Full Council that one goal be purchased in partnership with the Pembury Athletic Football Club. Funding to come from general reserves. A second set of goals to be installed at a later stage.
- e. A contractor had removed the graffiti on the wall at a cost of £108 plus VAT as the groundsmen had been unable to remove it using the equipment they had available.
- f. Recent anti-social behaviour at the recreation ground was discussed. Cllr Webster agreed to discuss CCTV options for Lower Green Recreation Ground with TWBC.

*Cllr Gillan left the meeting at 16:04.*

24/098. **CORONATION GARDENS.** The Climate and Environmental Action Working Group had recommended that a wildflower meadow be created on the site. After discussion it was **RESOLVED** that the Working Group could undertake the work. Wildflower seeds were donated by Cllr Barrett for the project.

24/099. **RISKS.** No new risks had been identified.

24/100. **QUESTIONS FROM COUNCILLORS OR AGENDA ITEMS FOR FUTURE MEETINGS.** There were none.

24/101. **MEETING DATES.** The date of **30 September 2024** at 3:00pm in the Parish Office Meeting Room was noted.

There being no other business, the meeting closed at 16:20pm.

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



**Report to:** Full Council  
**Date of meeting:** 1 July 2024  
**By:** Clerk  
**Subject:** Clerk's Report

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**Decision/s Required:** To note update.

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**Update on outstanding actions from previous meetings not elsewhere on the agenda**

**1. Cornford Court**

A letter is to be written to the Chief Executive and Head of Planning.

**2. Local Plan**

A letter is being prepared and will be submitted to the Planning Inspector before the deadline.

**3. Grant Funding**

Applications for the War Memorial paving and 2 notice boards were submitted. An update is awaited.

**Items to note**

**4. Vandalism / Damage**

Nothing to report.

**5. Other / Urgent actions taken**

Nothing to report.

**Report to:** Full Council  
**Date:** 1 July 2024  
**By:** Helen Munro (Clerk)  
**Subject:** Height of future memorials

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**Decision/s Required: To consider reducing the height of future memorials**

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**1. Introduction**

Following a memorial inspection of the three burial grounds, twenty three memorials were found to be unsafe. A local contractor has been appointed to repair the memorials over this financial year and 2024/25 at a cost of £1,470.

**2. Recommendation from Finance & HR Committee**

Due to the costs involved and the fact that the cost falls to the Parish Council when original grave purchasers cannot be traced, an idea was put forward by the Finance & HR Committee to consider limiting the height of future memorials to 60cm (2ft).

Memorials under 60cm are not considered to be a risk.

**3. Recommendation**

The Open Spaces Committee were concerned about this being unpopular with families as existing memorials are mainly over 60cm and a smaller headstone would limit what is put onto it. However, they recommend that the height of memorials installed in the new burial area are limited to 60cm.

**Report to:** Full Council  
**Date:** 1 July 2024  
**By:** Helen Munro (Clerk)  
**Subject:** Proposal for additional goalposts Lower Green Recreation Ground

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**Decision/s Required:** **To consider adding football goalposts for informal use and consider funding options.**

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## 1. Background

Councillor Snow suggested that it would be beneficial for children if there were a pair of football goals without nets provided on the Lower Green Road Recreation ground. Due to funding issues, it is proposed that only one goal is purchased at this time. The suggested location is shown below.



## 2. Findings

The Open Spaces Committee attended a site meeting and agreed there were no problems with balls being a nuisance to neighbouring properties or the adult gym.

The Secretary of Pembury Athletic Youth Football Club has agreed to purchase one goal if the Parish Council purchased the other. Confirmation is awaited if they will fund 50% of one goal now and 50% at a future time.

### **3. Installation**

Advice is being sought from the football club and will be reported at the Council meeting.

### **4. Costs**

One 12' x 6' goal with no nets or net supports would cost in the region of £520. Installation costs are being sought. Full costings to be reported at the meeting.

There is no budget for this project. The Open Spaces Committee recommend costs are covered from general reserves.

**Accounts for Payment - July 2024**

Our Ref:	Payee	Description	Total £
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**ACCOUNTS FOR PAYMENT BY BACS - July 2024**

07/048	HMRC	Tax/NI	2,387.69
07/049	Kent Pension Fund	Pensions	2,336.74
07/050	Christine Snow	Refund for Community Gardening	51.36
07/051	Capel Groundcare	Repaint MUGA Lines & Graffiti removal	864.67
07/052	Knockout Print	Pembury in the Park banners x3	144.00
07/053	Viking	Stationery	62.17
07/054	B&Q (Trade Point)	Wood glue	4.98
07/055	26 Works	PVN Printing	1,818.80
			<b>7,670.41</b>

**DEBIT CARD - June 2024**

DC06/11	Pembury Autos	Repair on Truck	45.89
DC06/12	Cash	Pembury in the Park Bands	710.00
			<b>755.89</b>

**DIRECT DEBITS - June 2024**

DD 06/036	NEST	Pension Contributions	89.41
DD 06/037	Wex	Fuel Charges	83.98
DD 06/038	Public Works Loan Board	Loan Repayments	2,059.48
DD 06/039	Wex	Fuel Charges	78.26
DD 06/040	BT	Telephone & Broadband	226.31
DD 06/041	TWBC	Business Rates Cemetery	54.00
DD 06/042	TWBC	Business Rates Office & Depot	991.00
DD 06/043	Wex	Fuel Charges	59.62
DD 06/044	Castle Water	Water - Woodside	31.69
DD 06/045	Castle Water	Water - Lower Green Cemetery	10.37
DD 06/046	Castle Water	Water - Lower Green Rec	7.51
DD 06/047	Castle Water	Water - Pembury Burial Grounds	15.78
DD 06/048	Sage	Payroll support	15.60
			<b>3,723.01</b>

**CONFIDENTIAL SALARIES - June 2024**

CS 06/03			<b>8,728.59</b>
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**TOTAL EXTERNAL PAYMENTS****20,877.90****Internal Payments - June/July 2024**

TR 06/01	Pembury Parish Council	Unity current account	Pembury Parish Council	Unity savings account	£	500.00
TR 06/02	Pembury Parish Council	Unity current account	Pembury Parish Council	Unity savings account	£	40,000.00
TR 07/03	Pembury Parish Council	Unity savings account	Pembury Parish Council	Unity current account	£	20,000.00
<b>TOTAL INTERNAL PAYMENTS</b>						<b>£ 60,500.00</b>