

Minutes of the **FULL COUNCIL** meeting held at Parish Office, Lower Green Recreation Ground on Monday **1 July 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:**

County Cllr P Barrington-King	Borough Cllr A Birch
Borough Cllr D Hayward	Borough Cllr H Paterson

24/102. **APOLOGIES FOR ABSENCE.** There were none.

24/103. **DECLARATIONS OF INTEREST.** There were none.

24/104. **CHAIR'S ANNOUNCEMENTS.** The Chair thanked everyone for attending the recent Community Litter Pick despite the wet weather. She also reminded Councillors of the Pembury in the Park event on Saturday, 6 July. Volunteers on the day would be reminded of their duties shortly.

24/105. **OPEN SESSION.** No members of the public were present.

24/106. **REPORTS OF COUNTY & BOROUGH COUNCILLORS.** Reports were received and the following were noted:

- A meeting with Kent Highways Services has been arranged to discuss updating the Highways Improvement Plan.
- Local Plan hearings are currently in progress and the second week scheduled later in the month.
- There was concern about the legal representation for Tunbridge Wells Borough Council (TWBC) at the appeal hearing for some planning applications in the parish. Cllr Paterson agreed to liaise with Planning Officers on this matter.
- An update on policing in the borough was reported. A named police officer now covers Pembury.

*Cllrs Barrington-King, Hayward and Paterson left the meeting at 7:33pm.*

- 24/107. **MINUTES.** It was **RESOLVED** that the minutes of 3 June 2024 be approved and were signed by the Chair as an accurate record.
- 24/108. **COMMITTEE MINUTES.** It was **RESOLVED** to approve the draft minutes of the following meetings. Updates were noted.
- a. Planning & Highways Committee – 17 June 2024.
  - b. Open Spaces Committee – 24 June 2024.
- 24/109. **CLERK’S REPORT.** The following report was noted:
- a. Cornford Court  
A letter is to be written to the Chief Executive and Head of Planning expressing concern about the recent decision to grant planning permission. This would be discussed further at the next Planning & Highways Committee meeting.
  - b. Local Plan  
The response was submitted to the Planning Inspector. The second hearing week is scheduled for 16 to 19 July.
  - c. Grant Funding  
Applications for the War Memorial paving, and 2 notice boards were submitted. An update is awaited.
  - d. PE3 (Land south of Hastings Road) update  
The developer is preparing their public engagement meeting for the week commencing 28 July.
  - e. PE2 (Hubbles Farm) update  
An update from the developer was received and circulated to all.
  - f. Photo Competition  
Winners of the competition had been selected and would be informed by email shortly. Amazon vouchers would be given to the winners. A presentation to be made at Pembury in the Park.
- 24/110. **EXTERNAL BODIES.** Reports for the recent Police meeting and Parish Chairmen meeting were noted.
- 24/111. **COMMITTEES AND MEETINGS.**
- a. Consideration to change Committee meeting days and times were discussed. It was **RESOLVED** that the Planning and Highways Committee meetings be changed to the third Wednesday of the month at 7pm with immediate effect.

- b. It was **RESOLVED** to add Cllr Hall as a member of the Planning & Highways Committee. He was appointed as Vice-Chair of the Committee.

24/112. **RECOMMENDATIONS FROM COMMITTEES.**

Open Spaces Committee

- a. It was recommended that changes to memorial sizes would only be effective in the new burial area only. It was **RESOLVED** that this be approved.
- b. A recommendation to install one goal in the recreation ground for informal use was discussed. Pembury Athletic Youth Football Club had agreed to fund 50% of the cost of the goal and the remaining funds would come from general reserves. Installation costs were currently being sought. It was **RESOLVED** that this be approved.

- 24/113. **PEMBURY IN THE PARK.** An update was reported. There was concern that the event clashed with the England Euro Football match starting at 5pm. After much discussion, it was **RESOLVED** that Cllr Birch would liaise with the bands to check they could start slightly earlier and have shorter breaks. If this was possible then the event could start an hour earlier than planned to minimise the impact.

24/114. **FINANCIAL INFORMATION.**

- a. It was **RESOLVED** to approve the accounts for payment for July 2024 for £22,427.57. Previous transfers from the Unity current account to the Unity savings account of £40,500 were ratified and a new transfer from the Unity savings account to the Unity current account of £20,000 were approved by **RESOLUTION**. Approved payments are listed in Appendix 1.
- b. Arrangements for payments during the summer recess were noted.

- 24/115. **RISKS.** There were none.

- 24/116. **QUESTIONS FROM COUNCILLORS AND FUTURE AGENDA ITEMS.** There were none.

- 24/117. **FUTURE MEETINGS.** The date of the next Full Council meeting would be held on Monday 2 September 2024 at 7.15pm at the Parish Office.

- 24/118. **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 8:12pm.

- 24/119. **HR MATTERS.** An update was reported and noted. Help was offered to support the staff while the office was short staffed.

There being no other business, the meeting closed at 0038:21pm.

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

<b>Accounts for Payment - July 2024</b>			
Our Ref:	Payee	Description	Total £
<b>ACCOUNTS FOR PAYMENT BY BACS - July 2024</b>			
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 / supplies	138.75
07/055	26 Works	PVN Printing	1,818.80
07/056	Tivoli	Dog bin empties	318.14
07/057	Wendy Pateman	Allotment deposit refund	50.00
07/058	New Dreams	Office Cleaning (Apr, May & Jun)	238.00
07/059	Heliocentrix	IT June	259.66
			<b>8,669.98</b>
<b>DEBIT CARD - June 2024</b>			
DC06/11	Pembury Autos	Repair on Truck	45.89
DC06/12	Cash	Pembury in the Park Bands	710.00
			<b>755.89</b>
<b>DIRECT DEBITS - June 2024</b>			
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 - Lower Green Rec	31.69
DD 06/045	Castle Water	Water - Woodside	10.37
DD 06/046	Castle Water	Water - Lower Green Cemetery	7.51
DD 06/047	Castle Water	Water - Pembury Burial Grounds	15.78
DD 06/048	Sage	Payroll support	15.60
DD 05/049	SSE	Unmetered Supply	169.56
DD 06/050	Castle Water	Water - Allotments (Sturgeons)	6.26
DD 06/051	Wex	Fuel Charges	170.21
DD 06/052	O2	Mobile phone charges	110.47
DD 06/053	Veolia	Waste charges	93.60
			<b>4,273.11</b>
<b>CONFIDENTIAL SALARIES - June 2024</b>			
CS 06/03			<b>8,728.59</b>
<b>TOTAL EXTERNAL PAYMENTS</b>			<b>22,427.57</b>
<b>Internal Payments - June/July 2024</b>			
TR 06/01	Pembury PC Unity current account	Pembury PC Unity savings account	£ 500.00
TR 06/02	Pembury PC Unity current account	Pembury PC Unity savings account	£ 40,000.00
TR 07/03	Pembury PC Unity savings account	Pembury PC Unity current account	£ 20,000.00
<b>TOTAL INTERNAL PAYMENTS</b>			<b>£ 60,500.00</b>

Initialed .....