

PEMBURY PARISH COUNCIL
AGENDA NOTES - 4 July 2016

1. CHAIR'S ANNOUNCEMENTS

Parish Lighting - Members are requested to present written details on the attached pro-forma of the lights that are not working in their nominated roads immediately prior to commencement of business on Monday.

Highways Minor Defects - Members are requested to present written details on the circulated green 'County Lengthsmen' forms for roads under their nominated lighting area and pass to the office for collation.

2. TO ACCEPT APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

Members are requested to ensure declarations of interest are made orally **and** completed on the circulated pro-forma issued with the agenda and returned to the Clerk before leaving the hall. A nil return is also needed. Members are reminded that if an interest comes to light during the meeting it must be declared at that time and if the member considers it to be prejudicial then he or she **MUST** leave the room. Any member who is unsure if he or she has an interest in an item should seek the Clerk's advice immediately.

4. MINUTES OF THE COUNCIL

The approval and confirmation of the minutes of the meeting held 6 June 2016 is requested.

5. LATE BUSINESS

In accordance with current Standing Orders items of late business set out in any circulated supplementary agenda need to be moved, seconded and approved, the special circumstances being that it would be unreasonable to delay any decision by the Parish Council until its next ordinary meeting on Monday 5 September 2016.

6. LIST OF OUTSTANDING RESOLUTIONS

Please see attached list. (Yellow sheet)

7. CLERK'S REPORT

8. OPEN SESSION

Council will adjourn and members of the public will be invited to address the Parish Council on any issue of concern. Constitutionally and in accordance with certain implications of the Local Government Code of Conduct, there can be no discussion of these items at this stage. Any issue will either be addressed elsewhere in the agenda or if not already so listed, be referred to a future meeting of the Parish Council.

9. TO RECEIVE COUNTY AND BOROUGH COUNCILLORS' QUESTIONS AND REPORTS

10. CURRENT PLANNING

(a) **Planning and Highways WG** - The Chair of the Working Group will present current planning applications for **CONSIDERATION**. (Green sheet)

11. REPORTS OF URGENT ACTIONS

12. WORKING GROUP MATTERS

AMENITIES, CHRISTMAS LIGHTS AND PRIDE IN PEMBURY (INCORPORATING PUBLIC RELATIONS)

(a) A Report of the WG meeting held on Monday 27 June 2016 will follow on the supplementary agenda.

AUDIT, FINANCE AND PERSONNEL

(b) **Accounts due for payment** - the Vice Chair of the WG will present a list of cheques for payment, with supporting documents **FOR APPROVAL**; also a list of cheques and Direct Debits paid since the last meeting for **RATIFICATION**. (Pink sheet)

(c) **Scout and Guides Headquarters Building Committee** - A letter has been received at the office with a request that the Parish Council funds the Headquarters building insurance of £1,131.00.

Council's **INSTRUCTION** is sought.

(d) Report of the Audit, Finance and Personnel Working Group meeting held on Monday 20 June 2016. Please see attached pink sheet.

NEWSLETTER EDITORIAL

(e) **Pembury Village News** - The summer edition was badly delayed through no fault of our own but this has prompted the office to obtain other quotations from local printers. Although a telephone request was made for additional artwork this has not been included in the quotations. Fox Printers were the only potential replacement because the costs were similar to TMS and they have been asked to requote. The other two companies were substantially more for production only so have not been asked.

Is Council happy to stay with TMS who have, up until now, always delivered on time or does it wish to pursue other printers?

Council's **INSTRUCTION** is sought.

13. REPORTS FROM OTHER MEETINGS

(a) **Meeting with Caroline Dyer, Practice Manager Waterfield House Surgery** - Cllr Mrs J Crowhurst and the Clerk met with Mrs Dyer regarding the suggestion of using facilities in the Recreation Ground to increase fitness levels of the over 60s. Mrs Dyer explained that there was no funding available for this proposal and in the first instance she would be contacting TWBC to ask if it would be interested in organising fitness scheme for Pembury over 60s. She acknowledged that there were many groups within the village offering a variety of fitness options.

14. OTHER MATTERS

(a) An email has been received from the new Mayor of Tunbridge Wells, Cllr David Neve. He would like to support and visit as many parishes in the Borough as he can and is asking if Pembury would like him to attend a Parish Council meeting.

Council's **INSTRUCTION** is sought.

(b) **Paddock Wood Neighbourhood Plan** - The Steering Group of the Paddock Wood Neighbourhood Plan has invited members to attend an 'Update Meeting' to be held in Paddock Wood Primary School on Wednesday 13 July commencing at 7.30pm.

Council's **INSTRUCTION** is sought.

(b) **Meeting with Royal British Legion** - The Clerk will give a report of the meeting held on Tuesday 21 June 2016. Please see attached white sheet.

(c) **Parish Link with Maziwa, Tanzania** - An email has been received from Rev'd. Robertson as follows:

"St. Peter's Pembury has recently entered into a formal link, or partnership with the parish of Maziwa in the Diocese of Kondoa in Tanzania - an area that is 90% Muslim but in which there is a good relationship between Muslim and Christian.

I have written to the Parish priest telling him about St. Peter's and Pembury. I'm waiting to hear back. Communication is slow especially as they have recently had to contend with a severe drought.

St. Andrew's in Paddock Wood has a similar well-established partnership which has been greatly enhanced by the involvement of the local primary school and Parish Council.

Would Pembury Primary School and the Parish Council be interested in having a similar involvement?

I will be very happy to meet you to discuss."

Council's **INSTRUCTION** is sought.

(d) **Police Contact Points (Mobile Police Stations)** - An email has been received informing the Parish Council that due to staffing levels, a decision has been made to withdraw the Mobile Police Station delivery and to assign the officers to other roles to support operational demands. This is with immediate effect.

(e) **Delegated Authority during the summer recess** - Council is requested to delegate authority to the Clerk, in consultation with the Chair, to make urgent, minor decisions throughout the summer recess until the next ordinary meeting of the Council on 5 September 2016.

Delegated Authority is also requested for planning recommendations made by the Planning Working Group to be returned to the Planning Authority by the Clerk.

Council's **INSTRUCTION** is sought.

(f) THE MUSICAL PICNIC IS TO TAKE PLACE ON SATURDAY 9 JULY 2016. WOULD ALL COUNCILLORS AND HELPERS PLEASE MEET ON THE VILLAGE GREEN AT 3.00pm TO SET UP AND BE AVAILABLE AT 8.00pm TO DISMANTLE?