



Councillors are summoned to a meeting of the Council on Wednesday 5th June 2024 at 7.30pm at Peasmarsh Memorial Hall.

Agenda

25. Apologies for absence.

26. Disclosure of interests under the Council's Code of Conduct

27. Minutes of the last Council meeting – Monthly meeting – 1st May, 2024.

28. Dr Mike Inkson – Chairman to speak.

29. Internal Audit report and recommendations– to discuss report and recommendations and finding a new internal auditor.

30. Authorisation of scanned invoices as per Item 37.2

31. Authorisation of AGAR Section 1 – Annual Governance Statement 2023/24 – Clerk to circulate paperwork at the meeting.

32. Authorisation of AGAR Section 2 – Accounting Statements 2023/24 – Clerk to circulate paperwork at the meeting.

33. Authorisation of re-issued NALC model Financial Regulations 2024 – template sent out by Clerk.

Break for questions from members of the public on matters on the agenda

*To be **limited to 15 minutes** unless a time extension is agreed by the PC. Members of the public are invited to stay for the rest of the meeting but may only observe and may not take part in the discussions*

34. District & County Councillor Reports

35. Housing

35.1 Major developments – any updates.

35.2 Neighbourhood planning for Peasmarsh – any updates.

35.3 Local Plan Consultation – PC to decide if they wish to make any formal comment regarding the Draft Local Plan – consultation runs until 23rd July 2024.

36. Community Matters and Issues

36.1 Village traffic and roads

36.1.1 VAS – PL to report.

36.1.2 Speed Watch – PL to report.

36.1.3 Black Cat speeding device– update from PL.

36.2 Recreation Ground/Playspace/Pavilion – update from RH.

36.3 EDF contract ending -Pavilion – Clerk to discuss options.

36.4 Recreation Ground sinkhole work insurance claim – update from the Clerk.

36.5 Peasmarsh Periodical – Update from GS/DP/BR on the future format of this online publication.

Signed:

dated: 28th May 2024



36.5 War Memorial Insurance/Valuation – Clerk to discuss options for stonemason valuations and to decide which company to use.

36.5 Coronation Garden – Clerk to discuss updates on the tenancy of the raised beds and any maintenance issues/water connection. To discuss risk assessment report carried out by MC.

36.6 Oast Cottage – any updates on work beginning on the approved planning application and enforcement action.

37. Reports and other items

37.1 Clerk's Report – for May.

37.2 Memorial Hall – update from HP as representative of the Memorial Hall Committee.

37.3 Coronation Community Orchard grant – To discuss whether this is something the PC wishes to apply for and where the orchard could be located.

37.4 Brickfields' phone box damage – To minute work completed to fix the smashed window on the phone box.

37.5 Online Storage – Memory Sticks – standing item - Clerk to exchange memory stick with DP on a monthly basis to keep online files up to date.

37.6 Secure filing cabinets – To discuss purchasing a new cabinet to hold additional historical files and archives in the Memorial Hall.

37.7 Allotments – update from the Clerk. To discuss the risk assessment report carried out by MC and overgrown Bay tree (decide on any action to take).

37.8 Repairs and Maintenance Reports – any issues arising.

37.9 ESCC Highways Report – any reports.

37.10 Rights of Way – any reports.

37.11 Police and PCSO Reports – any reports.

37.12 Footpaths Reports – any reports.

37.13 Village and Environment – any reports.

38. Financial Matters

38.1 Reports

38.1.1 Monthly statement of receipts and payments – for May 2024.

38.1.2 Budget comparison and bank reconciliations – for May 2024.

38.2 To approve and ratify payments.

38.2.1 Clerk's May pay – monthly standing order: £916.65– comes out on 26th of the same month.

38.2.2 Clerk's May expenses: £26.85

38.2.3 Flower Festival donation: £50.00

38.2.4 Cleaning of Recreation Ground/Pavilion – April: £TBC

38.2.5 No dogs sign for Coronation Gardens – Amazon: £13.99 – paid on debit card.

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- 38.2.6** Chris James – Rye Handyman and Garden Maintenance Services – work to fix broken door on Brickfields' BT phone box: £185.00 – paid online on 14/05/2024 – authorised by MC and HP.
- 38.2.7** P&P Waste Movers – allotment rubbish removal: £168.00 – paid online on 15/05/2024 – authorised by MC and HP.
- 38.2.8** Chubb Fire and Security Ltd – annual checks – Pavilion - £70.92 – paid online on 21/05/23 – authorised by RH and HP.
- 38.2.9** Sally Sharp internal audit fee: £75.00
- 38.2.10** W.S. Parsons Ltd – pavilion electrical testing: £60.00
- 38.2.11** Bourne Sports, May half term one day football training (28th May), 50% PC subsidy for Peasmarsh children: £TBC
- 38.2.12** Tesco mobile phone – monthly direct debit – Clerk's phone: £15.99
- 38.2.13** South East Water – direct debit for Pavilion: £1.00 – paid by direct debit in May.
- 38.2.14** EDF – direct debit for Pavilion: £54.00 – paid by direct debit in May.
- 38.2.15** Biffa Waste collection – monthly direct debit – June £93.18

38.3 Receipts – None to date.

39. Correspondence

- 39.1** Castle Water Ltd – allotment water provider, letter received 14/05/24 – detailing charges for April 1st – April 29th of £11.72 but this is taken from the account's credit – balance £196.59.
- 39.2** South East Water – letter received 08/05/24 – stating that maintenance work is taking place in the area of the Pavilion for 5 weeks from 20/05/24, specifically flushing which may discolour the water but is not harmful.

40. Planning Matters

Applications – None to date.

Decisions – [RR/2024/559/T](#) - Garden House, Tillingham Lane, Peasmarsh TN31 6XH - Proposed root cut for 2 Oak trees (T1 & T2) – **NO OBJECTION, CONSENT GIVEN – 17/05/24.**

Appeals – [3003](#) - Field View, School Lane, Peasmarsh TN31 6UT - Proposed formation of building plot for bungalow to be served by shared vehicular access.

41. Dates of Forthcoming Meetings: Monthly meeting, 3rd July 2024, Memorial Hall, Peasmarsh, 7.30pm.

Signed: 

dated: 28th May 2024