



# FAWKHAM PARISH COUNCIL

Draft minutes of the Parish Council Meeting held remotely by video link following agreed legislation on Thursday 19th November at 7.30 pm to transact the following business.

Laura Marchant  
Clerk to Fawkham Parish Council

Members of the Parish Council:

Cllr Laura Evans (Chair), Cllr Alun Evans (Vice Chair), Cllr Duncan Harker, Cllr Maxine Fothergill, one vacancy

---

Parish Council Meeting Agenda

During the period of Government restrictions due to Coronavirus, agenda items are being limited to those that are critical and/or can be actioned under the restrictions.

1. Apologies for Absence:  
Cllr J.Truder

2. Declarations of Interest for items relating to the Agenda:  
Councillors to make any declarations that may be required by virtue of the Parish Council's adopted Code of Conduct.  
None

3. Members of the Public:  
The Council's meetings are open to the public, however, only the first half hour is given for members of the public to raise any matters and partake in discussions. There are no further opportunities for members of the public to speak during the full Parish Council meeting. At the end of the agenda items the public will be asked to leave if the council will be discussing confidential matters.  
Present D.Cllr L.Harrison, Kent CCllr D.Brazier and one member of the public.

4. Planning applications:

Salts Farm Appeal

Appeal Ref: APP/G2245/W/20/3260956

SDC Ref: SE/20/00882/OUT

To discuss and agree whether to make a further representation by the deadline of 9/12

Note: A public inquiry is to be held in early March 2021. The PC held a discussion and concluded that they had no further representation to make.

5. Approve Minutes:

To approve as a correct record the minutes of the Parish Council Meetings held on 29th October 2020, as attached.

Resolved: It was proposed through the Chair that the minutes be approved and signed by the chair. All Agreed. Signing will take place at the next face to face meeting of the Council

6. Matters Arising:

Matters arising relating to the Minutes, not on this agenda.

Note: Cllr L.Evans informed the PC that SDC had agreed via email, for the PC to spend already obtained CIL money on replacing and fitting the fire doors at the hall.

7. Finance Approval

Expenditure and Income - details to be tabled.

Approval of cheques and payments

Payment list summary

Fawkham Parish Council November 2020 Payment List				
Date	Cheque No.	Payee/For	Amount	Entry Number
19/11/20	Online payment	Refund to clerk - Poppy wreath & donation	£67.00	50
19/11/20	Online payment	R.H gardening services - 3 sites cutting	£700.00	51-53
19/11/20	Online payment	General Maintenance - R.H gardening services	£185.00	54
19/11/20	Online payment	Clerk Salary	£552.23	55
19/11/20	Online payment	Latham's Fire Doors	£1,123.78	56
19/11/20	Online payment	Refund to Clerk - Purchase of filing cabinet	£101.39	57
		<b>Total</b>	<b>£2729.40</b>	

Resolved: Expenditure and Income reviewed, invoices reviewed and approved by All. Online payments will be approved and authorised as per FPC financial regulations.

Note: Cllrs A.Evans, D.Harker and M.Fothergill agreed to ring Lloyd's bank to try and resolve the online access issues.

8. 2021/2022 Budget

Discuss 2021-22 budget

Note: Cllr L.Evans proposed to move this item to be next to item 13, the Neighbourhood Plan. All agreed.

Comment: Cllr L.Evans gave an overview of the proposed budget for next year 2021-2022. Which then fed into a discussion based around the NP and agenda item 13.

9. Highways Improvement Plan

Update following meeting with KCC Highways on 9.11.20

Comment: Cllr L.Evans informed the PC that a meeting was held with Whitney Gwillim on the 9th November to discuss FPC's current HIP for 2020-2021. It was agreed that KCC will look to arrange traffic surveys at key locations throughout the village, to be agreed by the Parish Council, in the new year. Once KCC have the results of these surveys Whitney Gwillim will look to arrange another meeting to agree priorities and discuss possible ways forward.

Noted: Cllr M.Fothergill mentioned that she had noticed a sign posted that had twisted round near Manor Lane. Cllr M.Fothergill will use the online report function to enable the sign to be repaired.

Noted: Cllr L.Evans mentioned that Three Gates Road was in need of some serious pot hole repair and/or resurfacing attention. The Parish Council will file a online report to have the pot holes repaired.

Noted: Cllr A.Evans the PC that Brands Hatch Road at the M20 bridge will be closed for 3 days in December to repair the netting underneath the bridge.

Noted: Cllr L Evans advised that KCC Highways has agreed to add new kerbs and posts to the triangle of land at Rogers Wood Lane to try to protect it from being driven over.

Note: Cllr L Evans advised that KCC Highways will be revisiting the verges they maintain to assess whether any would be suitable for conservation cuts

Noted: Cllr L Evans attended KCC Highways Parish Seminar on 17.11 and provided a brief overview.

#### 10. Christmas Lights

Proposed: To purchase further Christmas lights to fill the gap towards the bottom of the tree. Propose 40m of the same lights are purchased at a cost of £99.99 incl delivery and VAT:

<https://www.festive-lights.com/outdoor-led-string-fairy-lights-connectable-black-rubber-cable>.

The budget for this was set at £365, assuming we bought the same amount again, however, having tested the lights earlier this month, it is thought that 40m will be sufficient. It is intended that the PC add these ourselves.

Resolved: Cllr L.Evans proposed to accept the purchase of the Christmas Lights, seconded by Cllr A.Evans. All agreed.

#### 11. Parish in Bloom

Proposed: To discuss the report received, publicising our Silver Award for this year, and whether we wish to enter again in 2021. Please see attached paper.

Resolved: A discussion was held between councillors about the benefit of entering into the competition again vs the time, effort and interest from the local community. Clerk informed the council that entry forms have to be sent in by the end of February. A decision will be made by the PC no later than the PC meeting in January.

#### 12. Welcome Letter for new residents

Proposed: To discuss the idea of sending a welcome letter to new residents, as identified by the monthly updates to the electoral roll, saying hello and welcome, and pointing them in the direction of the FPC website and Fawkham Facebook group.

Resolved: It was proposed by Cllr L.Evans and seconded by everyone to send out the welcome letter as proposed.

#### 13. Neighbourhood Plan

Update on actions taken, including the leaflet to all residents, contacting SDC, and budget.

Comment: Cllr L.Evans informed the PC that Hartley Parish council had agreed to prepare a NP. A leaflet had been drafted which will be sent to all residents in Fawkham highlighting the benefits and limitations of carrying out a NP and asking residents for their views.

The leaflet layout and content was agreed by all.

Note: D Cllr L.Harrison asked if FPC will use the 'round robin' email distribution list together with the website and Facebook to act as a reminder that there is a meeting on the 3rd December to discuss the NP. Cllr L.Evans advised that this would be used, together

with a Facebook post (with comments turned off) highlighting the benefits and limitations of carrying out a NP and updates to the website.

14. Grounds Contracts re-pitching

Proposed: To discuss and agree contract specification prior to obtaining quotes for 2021/2022

Resolved. The specification was reviewed and agreed. Quotes will try to be obtained by the Clerk ready for the PC to review at the December meeting.

15. Chair and Councillors reports:

To note any items not listed on the agenda

Note: Cllr L.Evans informed the PC that Fawkham Church had invited the PC to take part in an Advent Window event on the 18th December. The PC advent window is to be based on the First Noel. The PC will send a facebook message out asking for children in the village to help to decorate the window by encouraging them to colour/draw pictures.

Note: Cllr D.Harker asked the PC if there was any intention to install electric charging points at a couple of parking spaces at the VH.Kent CCllr D.Brazier volunteered to find out if Fawkham Village can be included under the current KCC incentive to install electric charging points in local villages.

Note: It was agreed that in future a Facebook post to advise residents of the date of the PC meeting will be made on the Monday ahead of the meeting.

16. Dates for the year 2020:

Parish Council Meetings -

Tuesday 15th December 2020, 7.30pm NOTE CHANGE OF DATE

Thursday 21st January 2021, 7.30pm

Thursday 18th February 2021, 7.30pm

Thursday 18th March 2021, 7.30pm

The Annual Council Meeting (ACM) will be held once face to face meetings resume. All meetings will be held virtually via Zoom until face to face meetings resume.

Meeting Closed at 8.57am