



FAWKHAM PARISH COUNCIL

Minutes of the Council Meeting of Fawkham Parish Council held at Fawkham Village Hall, on Thursday 21st July 2022 at 7.30pm to transact the following business

Laura Marchant
Acting Clerk to Fawkham Parish

Council

Members of the Parish Council:

Cllr Laura Evans (Chair), Cllr Maxine Fothergill, Cllr Will Johnstone, Cllr James Cherry, one vacancy

Annual Council Meeting Agenda

1. Apologies for Absence.

None

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.

Noted: Cllr M Fothergill noted an interest in the planning application for 4 Fairview due to the house belonging to a close family member

Noted: Cllr M Fothergill also noted an interest for agenda item 8 due to being a member of the CIL spending board

Noted: Cllr L.Evans noted that finance items listed are for her reimbursement. She also declared an interest in the confidential planning enforcement agenda item due to being a close neighbour to one of the cases.

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.

Noted: DCllr L.Harrison, KCllr D.Brazier and 2 members of the public were present

Noted: It was agreed to move to item 6 due to a member of the public needing to leave the PC meeting to attend a different meeting.

4. Asset Register

Update on remaining assets; CCTV and new benches/picnic tables to be added; note items for maintenance/replacement/improvement in 2023/24 budget, including potential use of CIL money; agreement of arrangements to check the defibrillator, monitor the school path, move the salt bin and order/deliver salt for this winter; and sign off to register.

Noted: Cllr M.Fothergill informed the PC that she has reviewed the Village Hall car park and assets therein and has photos and notes and will provide a full update at the next PC meeting. A resident has asked if some of the trees in the car park can be cut back. Cllr L.Evans noted that this would have to be budgeted for when the next budget is set in November.

Noted: Cllr M.Fothergill noted that she will check the status of the salt bins so that salt can be ordered if required.

Noted: Cllr L.Evans noted that the two Fawkham village signs require refurbishment/replacement and that this may need to be budgeted for. The maintenance of the PC boards and benches will also need to be budgeted for.

Noted: Cllr L.Evans that the Defibrillator now needs to be checked every 6 weeks and this is not possible by the charity who carry out the current inspection on our behalf. Cllr J.Cherry volunteered to carry out the defibrillator check every 6 weeks.

Noted: Cllr L.Evans asked for a volunteer to take over the monitoring of the school path from previous Cllr L.Sleeman. Cllr W.Johnstone volunteered to monitor the school path

7. CCTV

Update following installation, and agreement of actions now required

Proposal: To purchase GDPR signs up to a cost of £30 plus quotes to be obtained for alteration of electrical circuits to enable CCTV to be on a separate circuit.

Noted: Cllr W.Johnstone noted that the CCTV had been installed and quotes are now needed to put the CCTV system onto a separate circuit. Cllr W.Johnstone also informed the council that he has been informed that there are potential issues with the electricity circuit boards and further opinion is required to ascertain if this is correct

Resolved: It was agreed to purchase the CCTV signs. Cllr W.Johnstone will put the signs up.

8. CIL

Update on amount of CIL retained and due, and review of collated list of items for potential CIL spend, including any further suggestions.

Proposal: to discuss and agree whether to contribute £3000 for the resurfacing of the car park at the Church, subject to agreement of SDC

Noted: Cllr L.Evans explained the CIL tracker document and noted that there is a large amount of CIL money to be owed to the PC from Fawkham Manor Farm, which has been chased via SDC and will continue to be monitored.

Noted: Cllr L.Evans noted that once the CCTV installation, associated electrical costs and the Fawkham sign on Castle Hill have been paid there is approximately £23,500 CIL money left.

Noted: The PC previously brainstormed what the CIL money could potentially be spent on, which resulted in the following ideas: interpretive boards, heritage signs, more defibrillators (potentially outside the Village Hall and/or Church), two new flashing wig-wags outside the primary school, lighting on the path to Fawkham Primary school, creating parking area for numbers 1-4 Small Grains, new curtains in the village hall, new replacement heating at the village hall, Fawkham Village signs refurbished and white lines in the Village Hall car park.

Noted: Cllr M.Fothergill spoke to the PC about the heating replacement at the village hall. Cllr M.Fothergill noted that initial quotes for replacement heating at the hall had been obtained during the refurbishment in 2020. Electricity costs is also going up and the heaters are likely to be less efficient than new versions. Cllr M.Fothergill would like to propose to gather quotes for the replacement of the heating at the Village Hall and agreed to gather fresh quotes for consideration.

Noted: Cllr Fothergill left the room for this item. A member of the public, Malcolm Harris, Chair of the Fawkham & Hartley PCC Buildings Committee, gave an overview as to why the Church car park is an important village amenity and what other funds have been raised/donated to contribute towards the resurfacing of the car park. It was also noted that during or after the refurbishment it is hoped to add some electric charging points and cycle racks to the car park. The church buildings management committee are hoping to secure as much funding as possible (potentially 64% of the required total), before putting forward a proposal to the CIL spending board for the remaining funds needed. A letter of support for the refurbishment of the church car park has also been promised by the office of Laura Trot MP and a Ward Cllr.

Cllr W.Johnstone asked if the owner of the dog training club (who use the field next to the church meadow and consequently has customers traversing the church car park), has been approached to see if they are willing to donate any funds. Mr Harris noted that the owner of the dog training business has not been asked for a donation currently due to being a new business however she may be approached in the future.

Cllr J.Cherry asked what the life span of the refurbished car park would be. Mr Harris confirmed that it would have a 2 year guarantee with a life span expectancy of 10 years.

Resolved: Cllr L.Evans proposed to accept the proposal of donating £3000 for the resurfacing of the car park at the Church, subject to agreement of SDC. All agreed.

Noted: Mr Harris did not think there would be a problem with installing a defibrillator at the church if the PC would want to.

Note: Mr Harris left the meeting.

5. Planning applications:

Site: 4 Fairview Fawkham Green Road Fawkham Longfield Kent DA3 8NR

Development: Demolish existing rear extension and form wider & deeper single storey rear extension

Ref: 22/01842/HOUSE

Noted: FPC relies on SDC to determine whether very special circumstances exist which outweigh the harm caused to the Green Belt, noting the application does not comply with the Green Belt Policy.

Noted: Cllr M.Fothergill rejoined the meeting.

6. Planning updates:

None

Noted: Cllr L.Evans noted that Hartley Parish Council have objected to a development at Bramblefields (FPC were not notified - the site is in Hartley, immediately adjacent to the Parish boundary). The plan is to replace garages with 3 storey apartments with car parking. These would be right next to the ancient woodland with no buffer.

9. Approve Minutes:

Proposed: To approve as a correct record the minutes of the Parish Council Meeting held on Thursday 16th June and Thursday 13th July 2022, as attached.

Resolved: It was proposed through the Chair, that the minutes be approved with a minor amendment to the Minutes of 16th June, item 10 online banking (deletion of Cllr Cherry's name and replacement with Cllr Fothergill's) and signed by the Chair, seconded by Cllr J.Cherry

10. Matters Arising:

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

Noted: Cllr L.Evans asked KCCllr D.Brazier about an update with regards to the brick pavement around the pond which was replaced with tarmac. KCCllr D.Brazier noted that the trees around the pond to the boundary are not owned by anyone. Cllr L.Evans noted that the bricks were raising where tree roots were pushing them up however bricks were removed even where there was no problem and asked whether some could be replaced given the Conservation Area status.

Noted: KCCllr D.Brazier will provide an update at the next meeting if possible.

Noted: Cllr L.Evans noted that the benches and picnic tables have been installed on the green at Small Grains and on the village green.

Noted: It was noted that the pond at the bottom of Scudders Hill and the church pond will be cleaned by KCC at the end of August.

Noted: Cllr L.Evans confirmed that former-Cllr L.Sleeman had made contact with Mark Ansell at SDC (fly tipping enforcer). Cllr W.Johnstone has emailed Mark Ansell and is happy to be the contact point at FPC.

Noted: Cllr L.Evans asked if there was an update on the flood lights at brands hatch. DCllr L.Harrison informed the council that Brandshatch has asked all businesses to make sure they have no lights switched on and left over night. There is a further liaison committee meeting in August during which she will chase.

Noted: Cllr L.Evans asked Cllr W.Johnstone for an update regarding the start date for the maintenance work. Cllr W.Johnstone said there had been a slight increase in the cost of the manhole cover by approximately £25.

Noted: Cllr L.Evans informed the PC that SDC have agreed that the PC can use CIL money to pay for the Fawkham sign on Castle Hill.

Noted: Cllr L.Evans thanked DCllr L.Harrison for sending several emails with regards to the repairing/removing of affected road name signs in Fawkham.

Noted: There is still a large amount of fly tipping on and next to Wilmay Copse, about which FPC has contacted the landowner and local residents have contacted DCllrs Harrison and Fothergill about this to see if SDC will also contact the landowner.

11. Finance Approval

Expenditure and Income - details to be tabled.

Approval of cheques and payments

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

following which policies will be drafted in preparation for the Regulation 14 consultation. Cllr J.Cherry was proposed to join the Steering Group as the second PC member, to which all were in agreement.

16. FPC Facebook

Proposal: To review and agree a Social Media and Communications Policy

Noted: A discussion was held regarding Facebook. Cllr M.Fothergill stated that she does not have a problem with the social media and communications policy but has a problem with the Chair of the PC being one of the administrators of the Fawkham Community Facebook Group, which she feels is a conflict of interest, and has spoken to local long term resident who would be willing to take on the role of admin.

Cllr L.Evans noted a paper from FPC's meeting in November 2018 which explained why the Fawkham Community Facebook group had been set up as a community group, and how consequently there has always been involvement from the PC with this group with no previous issues. She also noted there are also two other administrators, one of which is not on the PC, and did not consider there to be a conflict of interest.

Cllr M.Fothergill felt recent action taken regarding Fawkham Community Facebook Group was embarrassing for her. Cllr L.Evans said this was an example of why FPC needed involvement in the Fawkham Community Facebook Group. Cllr J.Cherry stated he agreed with Cllr L.Evans' viewpoint and that lessons have been learned and hopefully issues won't occur in the future following the creation of the social media and communications policy. Cllr W.Johnstone also agreed with Cllr L.Evans; Cllr M.Fothergill noted that she was disappointed.

Noted: The setting up of the FPC Facebook Page will not require people to join the page, rather everything from the FPC Page will be shared to the Fawkham Community Facebook Group.

Resolved: It was proposed by Cllr L.Evans and seconded by Cllr W.Johnstone that the new Social Media and Communications Policy be adopted and a new FPC Page be created; all were in agreement. Clerk to create the associated Fawkham Parish Council Facebook page and publish the policy to the website.

17. Highways Improvement Plan

Proposal: To discuss items for possible inclusion on an updated HIP for 2022/23. Items so far are the junction of Speedgate Hill with Valley Road, and the direction sign on Scratchers Lane.

Noted: Cllr J.Cherry noted that he had been advised by KCC that a mirror at the bottom of Speedgate road would not be allowed, and it was agreed that this is something that could be added to the new HIP so that it gets investigated fully.

Noted: A resident contacted Cllr L.Evans with a proposal regarding the junction of Valley Road and Castle Hill which they feel is dangerous. Cllr L.Evans will forward this to the PC for review for possible inclusion and this can be discussed at the next PC meeting.

Noted: Cllr L.Evans noted that the eastern edge of the road from Manor Lane towards Malabar is extremely bumpy and that KCC is hoping to address this during the road closure planned for the speed limit change at the school.

Resolved: A discussion was held regarding items to be added to the new HIP. It was agreed to include the addition of a mirror at the bottom of Speedgate Hill, and a road sign along Scratchers Lane just before the junction to Brands Hatch Road, which is obscured by trees on land belonging to Highways England, and for which KCC has suggested FPC adds the potential relocation of this sign to the HIP. Cllr J.Cherry to fill in the HIP with regards to the mirror and Cllr L.Evans with regards to the road sign. Cllrs to consider if there are other items to be included on the HIP before the next meeting.

18.Councillor Vacancy

To discuss and agree arrangements for filling the current vacancy.

Noted: A notice has been advertised on the Village noticeboards and website. The notice runs until the 2nd August. After this date the advert moves to advertising by co-option. It was agreed to let the co-option period run for 3 weeks due to the summer holidays.

19. Chair and Councillors reports:

To note any items not listed on the agenda.

Noted: Cllr L.Evans stated that a resident had reported that it was either a BT Open Reach or Clancy Docwra van that had parked on Baldwins Green damaging the wildflowers, but it was not clear which.

20. Open Forum for Councillors to raise matters to be placed on the next agenda: Members are asked to consider agenda items for the next meeting. The details of the agenda item will be sent to the Clerk by the Thursday (one week) before the published meeting. Late details cannot guarantee inclusion on the proposed agenda.

None

21. Agreement of dates, time and place for meetings for the forthcoming year 2022/2023:

Dates to be agreed:

18 August 2022

15 September 2022

20 October 2022

17 November 2022

15 December 2022

19 January 2023

16 February 2023

16 March 2023

20 April 2023

18 May 2023

22. Confidential Item - Planning Enforcement:

Proposal: to review, update and agree actions for cases.

Noted: A number of updates to cases were discussed.

Signed L Marchant, Cover for Clerk G.Champion