



# FAWKHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held at Fawkham Village Hall on Wednesday 7th September 2022 at 7:30pm to transact the following business.

Shaun Fishenden  
Locum Clerk to Fawkham Parish Council

Members of the Parish Council:

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

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## AGENDA

### 1. Apologies for Absence

### 2. Co-option of a new Parish Councillor: to co-opt Laura Marchant to the Parish Council.

**Resolved:** It was agreed to co-opt Laura Marchant to the vacant position on the Council. It was noted Ms Marchant had ceased to serve as Locum Clerk at the time of her submitted application and was therefore eligible for co-option

### 3. 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 L Evans declared an interest in a planning enforcement matter being discussed due to it being a neighbouring property

**Noted:** Cllr W Johnstone declared a personal interest in two planning applications being considered; Speedgate House and White House Stables. He also declared a pecuniary interest in a payment awaiting approval; an invoice for services provided by his business.

### 4. Public Session

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:** District Cllr. L Harrison was present. Apologies were received from District Cllr. Bulford. The members of the public present had no concerns to raise.

### 5. Planning Applications:

Site: Speedgate House, Speedgate Hill, Fawkham, Kent, DA3 8NJ

Development: Demolition of the abandoned stable and erection of an outbuilding for gym and game room

Ref: 22/02283/HOUSE

**Resolved:** FPC would raise no objection subject to certain conditions being imposed and the roof height being the same or lower than the existing building.



Site: White House Stables Valley Road Fawkham Kent DA3 8ND

Development: Demolition of existing stable block and replacement with a dwelling and detached garage; relocation of 2no. existing stables and associated works.

**Resolved:** FPC agreed to raise no objection, subject to SDC determining that the application was consistent with Green Belt policy. We would also request certain conditions are imposed.

## 6. Planning Updates:

Site: 4 Fairview Fawkham Green Road, Fawkham

Development: Demolish existing rear extension and form wider and deeper single storey rear extension. Replacement of first floor rear window. Installation of two ground floor side windows.  
22/01842/HOUSE

**GRANTED**

Site: Land To The Rear Of Hurstgrove, Castle Hill, Hartley, KENT, DA3 7BQ

Development: Demolition of existing buildings and structures and erection of a subterranean detached single storey three bedroom dwelling  
22/00666/FUL

**GRANTED**

## 7. Approve Minutes

To approve as a correct record, the minutes of the Parish Council meeting held on Thursday 21st July 2022 and 18th August 2022

**Resolved:** The minutes of the meetings held in July and August 2022 were approved. The Chair then signed the minutes.

## 8. Matters Arising

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

**Noted:** From the July 2022 meeting;

- The floodlights at Brands Hatch will be photographed during the darker months
- It is understood that the recent incident of fly-tipping at Sun Hill had been dealt with

**Noted:** From the Aug 2022 meeting:

- Outstanding maintenance works had been completed at the Village Hall and village green
- 24 hour electricity supply for CCTV had been agreed and the Village Hall charity would pay
- The Locum Clerk had agreed the new electricity contract for the Village Green
- Pond clearing has taken place
- A post has been placed on FPC's Facebook regarding reporting road signs needing replacement
- An SDC notice had been placed on a car in the village hall car park which was believed to have been abandoned; the car has now had a SORN made. A letter will be written to the owner requiring it to be moved to a residents' parking place.

## 9. Finance Approval

Fawkham Parish Council 7 <sup>th</sup> Sept 2022 Payment List		
Date	Payee/For	Amount
07/07/22	WJ Property Services – Maintenance Work	<b>£712.01</b>
07/07/22	L Marchant – Locum Clerk duties	<b>£270.20</b>
07/07/22	RH Gardening Services	<b>£210.00</b>
07/07/22	G Champion – Clerks Salary	<b>£381.46</b>
01/03/22	HMRC Tax & NI payment	<b>£95.20</b>
	<b>Total</b>	<b>£1668.87</b>

**Resolved:** It was agreed to approve the payments listed in the schedule above, noting there had been a small increase in WJ Property Service’s invoices compared to previous approval due to a rise in material costs.

## 10. HIP (Highways Improvement Plan)

**Proposal:** To discuss and agree the priorities on the HIP for 2022/23

**Resolved:** A number of improvement projects were discussed and prioritised. The Locum Clerk would submit the final version to KCC Highways.

## 11. CIL

**Update on funds due and costs/estimates for possible use of CIL monies to enable prioritisation at a future meeting: defibrillator, flashing school wig-wags, hall heating (agree the basis of quotes to be obtained), village signs, other.**

**Noted:** The Locum Clerk had sourced costs for defibrillators. He would follow this up to establish which model would be better. It was agreed to purchase a unit, with the cost to be agreed at October's meeting.

**Noted:** Cllr Fothergill will locate previous quote documents obtained for a replacement heating system at the Village Hall and use a similar specification to seek new quotes for consideration, with separate costs to be obtained for main hall, kitchen and toilets, though it was agreed that the toilets are unlikely to require heating.

**Noted:** Cllr Marchant will seek a quote for replacement Village Hall curtains for consideration.

**Noted:** Cllr L Evans will follow-up with SDC regarding Small Grains and with KCC regarding flashing school wig-wags.

**Noted:** work is required to ascertain costs for refurbishment/replacement of Parish signs; possible uses of interpretation boards were also discussed. The church was not successful in their application for CIL funds from SDC and plan to resubmit their application; FPC has set-aside £3000 as a contribution to this work.

**12. Neighbourhood Plan**

Update, including Steering Group membership.

**Noted:** The evidence reports are being finalized; open spaces audits and views assessments have been completed. There is work to be done on reports for ancient hedgerows and surface water drainage.

**Resolved:** It was agreed to add Duncan Harker and Natalie Fox to the Steering Group membership

**13. Asset Register**

Proposal: To agree and sign off the asset register.

**Resolved:** It was agreed to sign off the asset register for this year. Cllr Marchant would send the updated version to the Locum Clerk, to include new items.

**14. Chair and Councillors reports:**

To note any items not listed on the agenda.

**Noted:** There were none.

**15. 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.

**Noted:** To add the 'update on heating quotes', the Clerk to contact Tim Johnson at KCC regarding the pathway to the school needing vegetation to be cut back, and the inclusion of the Data Protection Policy/Publication Scheme.

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

Dates to be agreed:

13 October 2022

17 November 2022

15 December 2022

19 January 2023

16 February 2023

16 March 2023

20 April 2023

18 May 2023

**Resolved:** It was agreed the next meeting would be held on the 13 October 2022

**18. Confidential Item - Planning/ Planning Enforcement:**

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

**Resolved:** A number of items were discussed and actions agreed.

***The meeting closed at 9:30pm***