



FAWKHAM PARISH COUNCIL

Draft minutes of the Parish Council Meeting held at the Village Hall on Thursday 17th June 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, Jolene Truder

Parish Council Meeting Agenda

1. Apologies for Absence:

Apologies received from Cllr J.Truder and Cllr M.Fothergill

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.

Apologies received from D Cllr F.Parkin and D Cllr L.Harrison

4. Planning applications:

Site: Trinity House Valley Road Fawkham KENT DA3 8LX

Ref: SE/21/01579/HOUSE

Development: Brick wall(s) to the north and northwestern side of the dwelling with retaining wall to the rear and fencing to the site frontage

Comment: FPC object to this planning application due to harm to the openness of the green belt and character and appearance of the area. FPC's view is that the brick walls, which are around 6' high and extend for some length (height and length are not stated in the application) are harmful to the openness of the Green Belt. The photograph submitted by the agent of the fencing proposed to be retained is not what is in situ

Site: Land South Of Cross Cottages Valley Road Fawkham KENT DA3 8LX

Ref: SE/21/01578/DETAIL

Development: Details pursuant to condition 7 (ecological enhancement plan) 18/03932/MMA.

Comment: An email had already been sent to Sevenoaks planning regarding this application. Comments will be submitted again on the formal SDC planning comments response form.

Fawkham Parish Council considers that the ecological enhancement plan seems good on paper, with most of the grass managed as meadow with two cuts a year, and the native hedges "gapped up". However, FPC is concerned that most of the trees and some of the hedgerows shown on the plan do not exist at the site, and there is no mention of these being planted as part of the plan

Site: Laredo Three Gates Road Fawkham KENT DA3 8NZ

Ref: SE/21/01762/PAE

Development: Prior notification of a single storey rear extension which extends 6 m beyond the rear wall of the original dwelling house with a maximum height of 4 m and eaves height of 2.5 m.

Comment: Fawkham Parish Council objects to this application. FPC notes that this revised application now has a reduced maximum height of 4m rather than the 4.5m height mentioned in the previous application. However as no drawings have been included in the application FPC are unable to verify the 4m height.

5. Planning updates:

Site: Fawkham Manor Hospital Manor Lane Fawkham KENT DA3 8ND

Ref: 21/00695/FU

Development: Partial redevelopment and conversion of the former Fawkham Manor Hospital for residential (C3 Use), including self-contained houses and apartments. Including demolition of modern hospital wings and outbuildings. Associated landscaping, erection of ancillary outbuildings, including bin and bike stores

Update

Comment: Cllr L.Evans commented that this application is expected to be determined soon..

Site: Land To The Rear Of Hurstgrove Castle Hill Hartley KENTDA3 7BQ

Ref: SE/21/00845/FUL

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

Appeal lodged

Noted

Ref: 21/00242/FUL

Site: Land North Of Brands Hatch Hotel Brands Hatch Road Fawkham KENT DA3 8NQ

Development: Proposed equestrian sand school.

Granted

Noted

Ref: 21/00805/HOUSE

Site: West Rays Valley Road Fawkham KENT DA3 8EG

Development: Single storey rear extension. Removal of existing garage.

Granted

Noted

Cllr L.Evans also noted that the Former Annexe at Fawkham Manor Farm has been granted planning application.

6. Planning Enforcement:

Updates on the cases and agreement of next steps

Comment: Members discussed the planning enforcement cases in the Parish. It was agreed to monitor the cases and to obtain updates for the next meeting where required.

7. Approve Minutes:

Proposed: To approve as a correct record the minutes of the Parish Council Meetings held on the 20th May 2021, as attached.

Resolved: It was proposed through the Chair that the minutes be approved and signed by the Chair, seconded by Cllr D.Harker.

8. Matters Arising:

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

Clerk to email Graham Clack at Laura Trott MP's office to obtain an update on Laura Trott's proposed visit and virtual meeting.

9. Finance Approval

Expenditure and Income - details tabled below

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.

Payment list summary

Fawkham Parish Council June 2021 Payment List				
Date	Cheque No./ Online payment	Payee/For	Amount	Entry Number
20/05/21	ONLINE	Clerk Salary	£468.39	13
20/05/21	ONLINE	Clerk expenses Zoom	£14.39	14
		Total	£482.78	

10. AGAR approval

Proposal: Approval of the AGAR part 2 .

- Section 1 and section 2 of the AGAR (part 3) must be completed and approved by the PC

- Both Section 1 and Section 2 of the AGAR must be approved before the 1st July 2020

- Approved Section 1 and Section 2 of the AGAR must be published on the PC website by the 30th September

Proposal: To agree and set the commencement date for the exercise of public rights for a period of 30 consecutive working days including a common inspection period of the first ten working days of July.

Proposal: Approval of documents for Publication requirements (see attached) as required by the Accounts and Audit Regulations 2015, the Local Audit (smaller authorities) Regulations 2015 and the Transparency Code for smaller Authorities

- The following documents must be approved for publication on the PC website.

- Annual Internal Audit Report 2020/21, page 4

- Section 1 - AGAR

- Section 2 AGAR

- Analysis of Variances

- Bank reconciliation

- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2) Accounts and Audit Regulations 2015

Resolved: it was agreed by all present to set the commencement date as the 1st July 2021, running until the 11th August 2021.

Resolved: AGAR documents were approved by the Chair and Clerk acting as the RFO. Documents will be emailed to the external auditor PFK for approval.

11. Public Rights of Way:

Any further updates following visits

Comments: Clerk has walked footpaths SD226/227 and no faults were found.

Cllr A.Evans is to walk footpaths SD332 and 333 near Speedgate.

12. Traffic counts:

To note the latest information on these which are due to take place w/c 21st June.

Comments: Cllr L.Evans confirmed that the traffic count will commence next week (W/C 21st June). There will then be a further count, proposed for July, and this second set of data will then be used to validate the initial data.

13. Neighbourhood Plan:

Proposal: to amend point 8b of the Terms of Reference of the Steering Group by the addition of the words "above £250 excl VAT" to the following: "The Steering Group will notify the PC, advising them of any planned expenditure *above £250 excl VAT* before it is incurred".

Resolved: Cllr L.Evans proposed and all agreed to the proposed update to the Terms of Reference of the Steering Group

Comment: Cllr L.Evans provided an update. The third Steering Group meeting has taken place. There will be a picnic on the grass area at Small Grains in August. The PC also hope to have a stall at the Church Fete in September to promote the NP. A selection has been made for the Planning Consultant.. A grant of £10,000 is currently in the process of being applied for..

14. Standing Orders:

Proposal: to adopt the amended Standing Orders with the inclusion of a point at 3y stating the following: "Where possible Members will confirm their attendance or send their apologies, with the reason, in advance of an upcoming PC meeting"

Resolved: Cllr L.Evans proposed and all agreed. Revised policies will be posted to the FPC website.

15. Fencing in Car Park

Proposed: To approve a quotation for the installation of a section of fencing along the footpath to Fawkham Primary School from the Car park.

Quotation 1: Home Building Services £168 (No VAT)

Quotation 2: G,Cooke Fencing and Carpentry £235 (No VAT)

A further quotation was applied for from a local company however no quotation was received.

Resolved: Cllr L.Evans proposed to accept quotation 1, all agreed.

16. Coffee Morning proposal

Update since last meeting

Comment: The Clerk confirmed that since the last meeting there has been a major new regular hall booking for 10hrs a weeks which would include Fridays 9.30am-2.30pm, term time only. Therefore the Coffee Morning, once arranged could take place every 6 weeks in the school holidays.

17. Chair and Councillors reports:

To note any items not listed on the agenda

Note: Cllr L.Evans informed the PC that 3 of the Lorry Watch signs have now disappeared and that replacement signs would need to be collected from Invicta House in Maidstone. Cllr D.Harker said he could collect when next passing. Cllr L.Evans also mentioned that the PC needs to send KCC periodic reports for lorry watches.

18. 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 will cannot guarantee inclusion on the proposed agenda.

None

18. Dates for the year 2021/2022:

Parish Council Meeting -

15th July 2021

19th August 2021

16th September 2021

21st October 2021

18th November 2021

16th December 2021

20th January 2022

17th February 2022

17th March 2022

Meeting closed at 9.02pm