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FAWKHAM PARISH COUNCIL

I hereby summon you to attend the Parish Council Meeting of Fawkam Parish Council to be held at Fawkam Village Hall, Valley Road Fawkam commencing after the Annual Meeting to be held on **Thursday 18th July 2019 at 7.30pm**. To transact the following business.

Clerk to the Council.
Lynda Harrison

Members of the Parish Council:
Cllr L Evans (Chairman), Cllr Duncan Harker, Cllr A Evans, Cllr M Pearsall and Cllr M Fothergill.

Planning Agenda

Planning:

SE/19/01823/Ful Land adjacent to Little Scudders Scudders Hill: Demolition of existing stable building. Erection of a detached single storey dwelling house. Replacement entrance gates and associated landscaping. Members note a comment has been sent to SDC

**Parish Council Meeting
Agenda**

1. Apologies for Absence:

2. Members of the Public:

The Councils meetings are open to the public, however only the first half hour is given for Members of the public to partake and raise anything matters. Prior to the full council meeting 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 as the council will be discussing confidential matters.

3. Declarations of Interest:

Councillors to make any declarations that may be required by virtue of the Parish Council's adopted Code of Conduct.
Councillors to complete their declarations of interest.

4. Approved Minutes:

To approve as a correct record the MINUTES of the Annual Parish Council Meeting held on 20th June 2019, as attached.

5. Matters arising:

Matters arising relating to the minutes.

6. Clerk's conditions of employment:

Clerk to formally accept terms and conditions and contracts and pay adjustment as discussed and formally agreed by members in June meeting

7. Highways improvement plan:

Cllr L Evans had previously circulated the completed Highways improvement plan to KCC they have acknowledged receipt of the form and have asked what financial contribution the Parish Council would be prepared to make, Members are asked to consider this.

8. Correspondence:

A. Hartley Parish Council

A letter has been received from Hartley Parish Council this will be tabled for members: Hartley are concerned about recent development proposals in Fawkam Valley and inviting Fawkam to join forces in joint working party.

B. Citizens advice:

A letter has been received from Citizens advice North and west Kent branch asking is the Parish Council would consider making a donation. The letter states that in the last 12 months the service have helped 4 Fawkam residents with 15 issues.

9. Risk Assessment:

The revised risk assessment has been tabled for Members to formally adopt.

10. Village Hall report:

- (a) Update received from the treasurer and Chairman of the Village Hall.
- (b) Update regarding the running of the Management Committee as all Trustees are hoping to retire.
- (c) Confirmation has been sent to the Village Hall Secretary informing them that from 2019/20 the Council would be represented on the Hall Committee by Cllr Harker and Cllr Laura Evans.
- (d) Update received from the FVHMC following the leaflet drop to the village asking for volunteers to join the Committee

11. Action Plan:

As attached for members, any update including any information regarding Gates and CIL Money will be given at the meeting, Cllr Fothergill has provided a quote from Glasdon.

Option 1 £1,889.30

Option 2 £1,947.76

Option 3 £2,493.64

Option 4 £2,563.82

The three options above will be tabled

KCC prices are approx. £1500

SDC have been contacted by the Clerk asking if CIL money can be used this is currently with the legal team for consideration of suitable qualifying use of CIL money.

12. Website:

Members agreed at the May meeting to discuss further the Parish Website and its contents.

13. Finance - Expenditure and Income:

Details to be tabled.

Annual return as the Turnover was less than £25,000 the external auditors have offered an exempt return. The Chairman in consultation with the Clerk agreed that in light of the first stage audit showing no areas of concern the Council should take up this option and save the £200 audit fee, The part 3 needs to be sent in signed by the Clerk and Chairman agreeing to this

14. Fawkham through the ages:

Members are to discuss the possibility of this event being organised and how it might run

15. KCC Highways improvement plan:

Cllr L Evans had previously circulated the completed Highways improvement plan to KCC they have acknowledged receipt of the form and have asked what financial contribution the Parish Council would be prepared to make, Members are asked to consider this.

16. Christmas lights:

James Hollands has kindly supplied the details of the company we supplied the lights purchased by the Parish Council in 2016 for the tree on the green outside the rising sun. Previously 30 metres of multi coloured led string lights were purchased along with cabling for the sum of £152.92 there would be additional costs 1. For an up to date price and also for installation. Looking back through papers the installation was £400

17. 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 not guarantee inclusion on the proposed agenda.

18. Dates for the Year to be agreed for 2019/20

Parish Council Meeting Thursday 15th August 2019

Parish Council Meeting Thursday 19th September 2019

Parish Council Meeting Thursday 17th October 2019

Parish Council Meeting Thursday 21st November 2019

Parish Council Meeting Thursday 19th December 2019 TBC

Parish Council Meeting Thursday 16th January 2020

Parish Council Meeting Thursday 20th February 2020

Parish Council Meeting Thursday 19th March 2020

Annual Parish Council Meeting Thursday 16th April 2020

Fire safety in the Village Hall

The village hall does not have a fire alarm system, in the event of a fire or other hazard requiring rapid exit of

the building please use either the main entrance or one of the emergency exits. The emergency exits are located at the end of the main Hall nearest to Valley Road end (furthest from the main entrance) and in the kitchen at the rear/left of the building. Please make your way to the far side of the village Hall car park, furthest away from the building. The Clerk will advise if and when it is safe to return to the building