

FAWKHAM PARISH COUNCIL

Minutes of the Parish Council Meeting of Fawkham Parish Council held Fawkham Village Hall, Valley Road Fawkham on **Thursday 17th October 2019 at 7.30pm.**

Members of the Parish Council:

Cllr Laura Evans (Chair), Cllr Duncan Harker, Cllr Mike Pearsall and Cllr Maxine Fothergill.

Two members of the public in attendance

Planning**Planning:**

SE/19/0270/HOUSE: West Rays, Valley Road: Erection of a single storey rear extension with two hipped gable roof sections. Comment

SE/19/02668/HOUSE: 6 Small Grains, Fawkham. First Floor extension at rear of house: Comment

SE/19/02748/FUL: Redlibbits Golf Club West Yoke Ash: Installation of glazed infill panels between existing external posts to form new internal spa space at Lower Ground Floor Level and construction of new platform to form new entrance and lobby at Ground Floor Level. Alterations to the fenestrations. Noted

Appeals:

SE/18/03789/FUL: Hillside and the annex of Hillside, Valley Road : demolition of two existing dwellings and erection of two replacement dwellings with integral garages, parking and landscaping. APP/G2245/W/19/3229444. Noted

Clerk to contact SDC regarding the status of the Cabin, Woodlands Activity Centre, School Lane and to seek update on status of caravans 1,2 & 3 Eureka which appear to be permanent residential addresses.

Cllrs Fothergill and L Evans have contacted SDC regarding the hedging at Cross Cottages.

Parish Council Meeting

Apologies for Absence: Cllr Alun Evans

Members of the Public:

Remembrance Day:

The church warden confirmed that lay reader Susan Head would attend and conduct the Act of Remembrance on Sunday 10th November at 12 noon. The church would provide the order of services and a short biography of those who had fallen and named on the Fawkham Memorial. The Warden asked if the Council had a PA system and it was confirmed that we didn't have one - the church may try to borrow one

Declarations of Interest:

Finance: Cllr Laura Evans for an item on the finance list.

Approved Minutes:

The Minutes of the meeting held on 19th September 2019 were submitted and it was proposed through the Chair that they be approved with one amendment to Christmas lights and any recommendations thereby implemented.

ALL IN FAVOUR

Matters arising:

Rubbish near to bin near Church: Cllr Harker commented that there was still some rubbish being dumped there but he would be happy to collect the odd bag if it was put near the existing Church bins and put it out with his rubbish. He was thanked for doing this.

Correspondence:

None

VE Day 75:

Members were to discuss Cllr A Evans attached paper for the VE day celebrations in May. As Cllr Alun Evans was not present and the agenda very full, this would be discussed at the November PC meeting. **AGREED**

Village Hall:

FVHMC are passing a resolution at a meeting on 14/11 at 7pm to transfer management of FVH to FPC as Sole Trustee. This resolution would then be submitted to the Charity Commission for approval. Members to attend that meeting where

possible. FPC to formally resolve to accept that role, subject to satisfactory handover of practical aspects of management such as risk assessment, health and safety issues, etc.

RECEIVED

Local Plan EiP:

The Council had received a summary outlining the first two weeks of the Examination in Public held at the Stag Theatre. Both Cllr Laura Evans and Cllr Alun Evans had attended. The hearings had focused on the policies within the plan, such as the Strategy for Growth and Green Belt, rather than individual sites. On 7th November the Hearing will include focus on specific sites in Fawkham, FPC will be participating in this session and Hearing Position Statements are being submitted. Members were urged to attend if possible.

Finance: Expenditure and Income:

The Council's overall financial position was noted and it was proposed that cheques totalling £1,451.16 presented on the cheque list be paid. It was noted the second half of the precept had been received from Sevenoaks District Council. It was proposed by Cllr Harker and seconded by Cllr Pearsall those cheques were duly signed. **ALL IN FAVOUR**

Cleaner for the hall:

A summary was given by the Clerk who had received interest from 6 Cleaners. Two were companies with their own insurance and could provide references and would provide their own cleaning materials. The hourly rate they charged ranged between £9.25 - £12 per hour, higher than the £8.25 the hall had been paying. Cllr Fothergill requested that a notice was put onto the window that may attract a person who had children at the school or lived near the hall site. The Chair commented that the Council should be looking to appoint a cleaner as soon as possible as the previous cleaner had ceased. It was agreed for one last advert and then to make a decision based on the information received. A cleaner with their own insurance/cleaning materials was preferred but with the flexibility to attend at weekends or week days depending on future bookings. It was agreed that the cost per hour would be higher than the old cleaner rate. The Clerk to make a recommendation to Members in one weeks' time so as not to delay the new appointment further.

ALL IN FAVOUR

Christmas tree lights:

Members had received a paper detailing several options and prices for new lights. Members agreed to purchase 100m as proposed by the tree surgeons advice. The lights agreed was option 3: Fairy lights pro IP65 with thick, black cable at a cost of £249 – there would also be the need to purchase a transformer at an additional cost of £30. There may be a need to employ an electrician but it was thought that as the connection points were there the lights could be connected by the Council and a timer attached so that lights came on around 4pm and were on till 11pm each day during the Christmas period. It was also agreed that battery operated lights be purchased for both village signs at a cost of upto £40.

It was proposed by Cllr Duncan Harker and seconded by Cllr Laura Evans that the lights as above be ordered.

ALL IN FAVOUR

Installation of tree lights:

The clerk had contacted a further tree surgeon for a quote and it was agreed that should a further quote not be able to be achieved that the Council would accept the quote from SL Treecare for £520 to remove the old lights from the fir tree on the Green and hang the new lights.

ALL IN FAVOUR

Highways Improvements Plan:

Village Gates

Cllrs A Evans and L Evans had met with KCC Highways Schemes Project Manager on 4/10/19.

It was reported that the location of the southern (Brands Hatch) village gate had been agreed. A Highways approved contractor would be needed to use to install and prices for this would be obtained before the November meeting.

The contractor will need to liaise with KCC Highways over a work permit. The contractor will also be asked to remove an existing empty pole at the location.

Gate size: It was proposed by Cllr Duncan Harker and seconded by Cllr Pearsall that Everwood, rigid wood effect material in white, with three horizontal slats, 1.3m above ground and 1.5m wide would be best suited for the locations.

A quote for two gates of 1.3m high and a width of 1.5m would be obtained for the November meeting by the Clerk from Gladdon.

A quote for these gates would also be obtained by Cllr Fothergill via VolkerHighways for comparison.

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The northern gate (Longfield) was proposed to be sited on private land, which would require written permission, the Clerk would seek this, and an amended quote from the handyman for the installation of one gate, plus removal of existing sign and post, be sought.

Proposal: KCC Highways had agreed that other village signs could be removed.

i. "Fawkham" on the verge near Fawkham Primary

ii. Reverse of the "Fawkham Green" sign at the junction of Fawkham Green Rd/BrandsHatch Rd which says "thank you for driving carefully" but is still within the 30mph zone. This message will instead appear on the new sign.

iii. The front of the "Fawkham Green" sign (see item on Wikipedia).

i. Cost to be sought for this, prior to agreement

ii. Agreed

iii. After discussion Members agreed to leave the front of the Fawkham Green sign in situ and consider at a later date.

School Signs on Valley Road: Cllr Fothergill to liaise with Fawkham Primary to ascertain how the wig wag flashing signs are operated and whether they are functioning, particularly the one near the village hall. If the wig wags are not working we would need to report these using the on line reporting tool at: <https://www.kent.gov.uk/roads-and-travel/report-a-problem> and this will be assigned to the correct department. **AGREED.**

Traffic Count: HIP document to be updated to reflect that KCC have agreed to organise a traffic count (timing not yet known).

White lines:

KCC have agreed that the white lines at both edges of the carriage way would be reinstated. It has been confirmed that much of Valley Road is too narrow to have a centre line painted. Manor Lane junction is due to have the Give Way markings refreshed once the carriageway has been repaired. **NOTED**

Flooding and drainage:

Chair to attend KCC Highways Parish Seminar on 20/11 and will report back to full Council.
A request has been made to confirm when the whole road is due to be cleaned (Drains and gullies)

Projects and Actions List:

Members reviewed the action list:

Benches:

The cleaning team had re stained/cleaned the benches and electricity box on the green. A letter will be sent to Mr Martin to let him know the memorial bench has been restored. The small bench under the electricity cables has been removed.

Bulbs:

Bulbs have started being planted on both village greens to improve the look of the village in the spring.

Noticeboard:

At the open day held on Saturday 12th October comments were received regarding the noticeboard near the Rising Sun. The comments were the notice board was too far back from the road and at times during the year is difficult to reach through longer wet or muddy grass. It was agreed that the location would be looked into, maybe the board could be relocated to the post box on the edge of the road. The cleaning team would look at this location when they were there on Friday 18th October and share their thoughts **AGREED**

Newsletter email: details of a new update to be sent out on the round robin list. Clerk to update list with any new contact details provided at the the Open Day. Clerk to send and Chair to provide wording regarding the key themes from the Open Day and the 7/11 Local Plan Hearing Session. **AGREED**

Lorry Watch:

Further lorry watches that have taken place and the data would be shared in November meeting, although the number of skip lorries seemed to have reduced. Any Councillor seeing a lorry on the Fawkham Road or Valley Road should get details of the firm, registration number (if possible)and time and day the lorry was seen. The Chair is contacting the firms for confirmation that it was necessary due to the location of the delivery. Cllr Pearsall added he had noted Volume Metric Concrete Ltd on 17/10/19 at 9am. A wide lorry taking most of the road space and causing traffic chaos. Cllr Fothergill to liaise with Head teacher of Fawkham Primary as their double decker bus that arrives each week to take the school children swimming isn't appropriate for the size of the road and is causing chaos. **AGREED**

Open Session Drop on 12th October: Comments received back have been positive and would suggest further and regular meetings with residents would be welcomed. 34 Attended. Thanks was given to Councillors and Clerk who attended the day and to Cllr Harker and Cllr Alun Evans for their baking skills and delicious cakes that they provided. **RECEIVED**

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Future events:

Quiz night to hopefully be arranged for February / March time subject to kitchen refit as it would be nice have this event to show the new kitchen

History Evening – this was popular when asking residents at the open day. Planned for next autumn

Walks through the seasons – again another popular idea at the open day and Mr Barry had offered to lead a walk for Councillors and residents. **RECEIVED**

Litter pick: Clerk to chase SDC regarding a litter pick from the hedge bottoms and verges along Valley Road.

Dog Bin: The new post has been ordered and delivered, handyman to install as soon as possible.

Website:

Members agreed to discuss further the Parish Website and its contents at a later stage after other projects have been completed, but to remain on the action plan. **AGREED**

Village Hall Kitchen project:

Cllr Fothergill presented outline plans for the kitchen and some costings (Trade Price) . This plan included a fridge-freezer, dishwasher and two sinks. Cllr Pearsall commented he was moving and would be happy to donate to the hall, a fridge freezer, microwave/ combi oven, pots, pans and dishwasher. Cllr Pearsall was thanked for this offer, which would be considered.

The cost of the kitchen units/worktops was extremely good as discounts have been applied. The standing orders would be checked and, once the design and appliances had been agreed, then it may be necessary to obtain cost comparisons. There would be additional cost for any appliances, fitting and plumbing in.

Cllr L Evans commented that the plan looked good but would like to see a double sink in same position as now and then a separate basin for hand washing which is a required for good practice.

Flooring - Cllr Fothergill expressed concern that the tiles could contain asbestos. The Parish Council had not seen the latest structural survey that the hall committee had had completed. It was agreed that Cllr Fothergill would send a small tile to be analysed.

Cllr Fothergill asked Members to consider changing the flooring for the main hall too, and the toilets, and that the heaters in the main hall were not very energy efficient and there was a benefit to having all works completed at the same time. Cllr Fothergill commented that there were grants available and match funding. Cllr Fothergill to draw up a specification for all suggested work so that costs compared to available budget could be compared.

Due to meeting time constraints, the Clerk would check and report back regarding the need for three quotes as Cllr Fothergill had used someone that she used for her own business, to benefit from a large discount. This would be an agenda item at the November Meeting. Members should be mindful that until after the 14th November Parish Council are not in receipt of the hall's accounts making it difficult to budget. **AGREED**

Updating Wikipedia:

It was agreed that the appropriate wording be circulated to alter the description of Fawkham and Fawkham Green on Wikipedia by the Chair. **ALL IN FAVOUR**

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.

Proposed dates for the Year to be agreed for 2019/20

Village Hall Management Committee Meeting Thursday 14th November 2019
Parish Council Meeting Thursday 21st November 2019 **NOTE 7PM START**
Parish Council Meeting Thursday 19th December 2019
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
AGM village Hall - TBC

NOTED

Meeting closed at 10.15pm