

16  
**FAWKHAM PARISH COUNCIL**

Minutes of the Parish Council meeting held on Thursday 15<sup>th</sup> August 2019 held at Fawkham Village Hall, Valley Road Fawkham

Members of the Parish Council:

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

**Planning Agenda**

**Planning: No plans have been received at the of publication of the agenda**

**Parish Council Meeting  
Agenda**

**Apologies for Absence: Cllr A Evans**

**Members of the Public:** There were no members of the public present.

**Church Car park:**

Cllr Harker reported that the Church were having problems with youths in cars of an evening and suspected that there may be some anti-social behaviour taking place. It was suggested that CCTV signage could be erected. The Clerk asked Cllr Harker to email all the correspondence he had received and she would report to the Sevenoaks Community safety Partnership, which is a multi-agency team that meet every day. She would update Cllr Harker who in turn would update the Church.

**Declarations of Interest:** There were no declarations relating to the agenda declared

**Approved Minutes:**

To approve as a correct record the MINUTES of the Parish Council Meeting held on 18th July 2019, it was proposed through the Chair that the minutes be recorded as a true record and any recommendations thereby implemented.

**Matters arising:**

Matters arising relating to the minutes.

**Skip along the Valley Road:**

A number of lorries using the road had been contacted and advised this road, unless delivery, was not suitable along the valley Road and it is hoped that new signage at Scratchers Lane will stop a number using the road as a short cut.

**Pension:**

The Clerk confirmed that the Pension had been set up by Cllr Evans and that the clerk would like to be a Member of the scheme. Thanks was expressed to Cllr A Evans for his work on this.

**Trees on the Green:**

Trojan Tree care had looked at the trees and found no danger that required any works.

**Correspondence:**

SDC polling stations review:

Sevenoaks District Council is legally required to determine the polling districts (the geographical areas that determine which polling station electors must vote at) and polling places (the venues where the Returning Officer will allocate polling stations at an election). SDC must keep these under review, and must by law complete a formal review this year.

As elected representatives of residents of part of the Sevenoaks District Council area, the parish/town councillors are invited to contribute to our review.

Members noted that the Village Hall in Fawkham was the best location and central, there was no other location suitable to host a Polling station

**RECEIVED**

**Local Plan EiP:**

Update to include dates and process of EiP, areas of concern/interest from Inspector's draft matters, issues and questions for examination, whether FPC wishes to participate in any sessions of the EiP (specifics to be confirmed, but including

*All respondents to the Local Plan will have received an email from the Inspector on 4/8 - please can everyone read through as much of this as you can ahead of our meeting.*

Parish Council were required to confirm if they wished to be participants at this hearing with the inspector and it was agreed that the Chair would send an email to the Clerk to be forward to the inspector expressing PC interest in taking part, it was noted the closing date for expression of interest was Friday 16th August and the Clerk was asked to telephone the inspectors office when the email had been send to confirm its receipt. Parish Council would then discuss the hearing further at the September Meeting, A statement would also need to be submitted before 6<sup>th</sup> August which the Chair said she would draft and circulate before the Clerk submitted.

The dates for the hearing would also be circulated on Facebook and through the online database that the Clerk held following previous emails **ALL IN FAVOUR**

**Hartley ANOB working party:**

A letter had been received from Hartley Parish council following FPC acknowledge that they would like to be part of a working group. The Clerk read that Hartley through up to 3 members of FPC would be suitable. The Clerk was asked to contact Hartley PC and ask about the frequency of meetings and timings before FPC could nominate names to Hartley to join the working group. **ALL IN FAVOUR**

**Valley Road flooding:**

Update on response from KCC Highways

**Village Hall:**

Update following meeting with the Community Halls Advisor and FVHMC's meeting of 8/8 with the Chair and Cllr Harker attended.

**Lorry Watch:**

The Chair had discussed with Kent Highways the re classification of the Valley Road and Gabriel Spring Road and asked KCC for a regular cleaning of drains programme to take place to help prevent major flooding of the road seen recently.

**Highways Improvements Plan:**

Update on items included, including village entry gates, Reply received from Geoff Bineham KCC regarding gates is as follows:

*In regard to gate 2, you would need to have a lawful agreement in place such as a deed of grant, this is a legal document that gives the Highway Authority or other third party permission to install an asset on private land, access to maintain it but excludes them from having any highway rights or other rights over this section of land. A solicitor should be able to do this for you but it would need agreement from the land owner. Without this lawful agreement, KCC would not consider installing a gate or sign on this private land.*

*In regard to funding for Glasdon type gates, KCC do not fund these unless they form part of a scheme as a Casualty Reduction Measure (CRM) e.g. the three new gates installed at Farningham. I cannot comment on the villages outside of Sevenoaks but I suspect that they were either installed as a CRM or funded by a third party e.g. Parish Council or County Councillor. I should also mention that KCC do not maintain Glasdon Gates after they have been installed, therefore if they get damaged they would need to be replaced and funded by a third party.*

Further discussions had taken place with local Parishes and there are several locally that have had gates provided by KCC without a traffic reduction scheme in place. A further meeting would take place with the Clerk and Chair and KCC after the holiday period to discuss the provision of gates either end of the village and possible suitable locations. It had been confirm that the CIL money could not be used for this project. **RECEIVED**

**Update on Action Plan:**

The Action plan would be updated using the information received from the village survey carried out. This would be presented at the September meeting. Including items discusses on 26/6/19 VE afternoon tea, Library, cleaning group.

**Open drop in session:**

It was agreed that this would take place on 12<sup>th</sup> October between 10-2 and that the hall should be booked by the Clerk from 9-3pm. It was hope that other agencies would attend and it be an informative session of services and updates about the Village. Cllr Fothergill to speak to Cottage day centre, the Clerk to Book Hall and at the September PC meeting more details for this event would be discussed. **AGREED**

**Village Hall**

Cllr Harker reported that the Chair, himself and the Village Hall committee had had a meeting with Jenny Bradbury who is from Rural Communities, they explained that a call and leaflet drop had been carried out asking for villagers to help and sit on the committee of the Village Hall. Only one person had come forward but they were happy to help with odd jobs but not as a Committee Members. The Hall committee are now working to move the responsibility of the hall to the Parish council to be sole Trustees, It will have to maintain a separate bank account and hold separate meetings to the PC, the details and who will take responsibility for these tasks would be ironed out once the transfer had taken place and C members have a better understanding of how much time is involved. It is hoped that there will not be the need to ask a solicitor to act for the Parish Council and that the transfer can take place in house, thus reducing any expenditure.

**AGREED**

#### **CIL update:**

Sevenoaks had been asked to consider whether the following items could be considered as Projects and the use of CIL money.

1. A traffic count. KCC estimate a £1,000
2. weight restriction signage
3. Kitchen refit
4. Village Hall repair of the toilets
5. Repainting of the inside of the Village Hall
6. Christmas lights,
7. Planting of spring bulbs around the village and on the Green
8. New Parish Council website.

The Clerk had been and spoken at length to officers regarding the CIL money and what met the criteria for spending. Although previously the Council had denied the money could be spent on the Hall as deemed as maintenance the Clerk has now explained to them that with no other location for infrastructure in the village and not being able to extend the hall by refitting and using the required arguments the District Council would look favourably on the use of CIL in the hall. The Clerk has also contacted Cllr Brazier as he had awarded £10,000 towards the kitchen he had responded he was happy to allow CIL money (£4,500 ) to be used first and then any surplus from his grant not used on the kitchen could be used to update the hall.

The Clerk was tasked with asking Sevenoaks District Council to confirm in writing the use of funds towards the kitchen and Cllr Harker would speak to Mr L Moss to look at previous quotes. Cllr Fothergill commented she had hoped that it would be completed before winter. This was unlikely to happen in that time scale.

**RECEIVED**

#### **Christmas lights:**

It was agreed that the lights that were in the tree were quite buried and not now visible where the tree had grown. It was proposed through the Chair that the Clerk contact tree surgeon for a quote to re shape the tree and then look into the purchased of a new set of lights, as one large set, as currently there have been sets added to existing as the tree has grown. This would need to happen before the winter when the Christmas lights would be required. The Clerk would ask the tree surgeons if they would be able to remove all existing lights from the tree and hang new lights ready for an electrician to connect the system altogether. This item would be bought back to September PC meeting.

#### **Finance - Expenditure and Income:** Details to be tabled

**Budget** - forecast spending for the rest of the year, including business as usual/fixed costs, and proposed additional expenditure. This was looked by members and a greed a good idea when looking at the precept and budget forecasting for a longer term. The Clerk would contact SDC and ask if Fawkham were going to receive any election costs as although no parish elections there was a Ward election in Fawkham.

The Cheque were presented and it was proposed through the Chair that the cheques totalling £512.15 be paid

**ALL IN FAVOUR**

#### **Defibrillator:**

The Clerk and Chairman can confirm that they have spoken with the owner to staff at the Rising Sun and it appears there is no formal record of checking the defib located outside the Rising Sun The Defib was checked on Wednesday 7<sup>th</sup> August by the Clerk and Chair and future regular checks, Cllr Harker offered to help the Clerk with the checking of the defibrillator and that Parish council would take on the regular checks. The defibrillator was linked into the Ambulance services and when required the button on the defib is pushed which links through to the Ambulance you then take you through the required steps. It was suggested that Sevenoaks District Council do free training, the Clerk would Enquire.

19

#### **Dog Bin:**

The Dog bin in the car park of the Church grounds has been knocked down, the options are to:

- A. Employ a handyman or use a volunteer to erect the existing bin again with a new post.**
  1. In same location
  2. In an alternative location but still within the Church car park area

Or

- B. To buy a new bin and post:**

Glasdon Fido 25 comes with fixings to fix to an existing post or with a post too

Cost of Bin is £103.82 Inc, vat with a fixing kit to an existing kit of no charge or post kit for £40.17

Members discussed the options and it was agreed that the bin itself was in good condition so agreed to keep the bin in the same location, it was proposed by Cllr Harker and seconded by Cllr Pearsall that the Council purchases a new post and ask a local handyman to install the post and bin in the Church Car park. **ALL IN FAVOUR**

**Traffic survey:**

The Following comment has been made by Cllr Fothergill:

Speed is an issue particularly as there are 2 schools accessed from Valley Road but the traffic is permitted to travel past both schools at 40MPH

Cllr Fothergill has met with the highways engineer and he has suggested we need to commission a traffic count after the schools return from September to be able to give a true and accurate figure of the speed travelled at these locations

It is therefore proposed by Cllr Fothergill that the Parish Council considers the commissioning of surveys to be carried out at the two locations.

Members discussed the traffic watch and what measures or actions would be taken should the Parish pay for two traffic surveys as suggested by Cllr Fothergill. The Chair had looked through previous paperwork that had recorded statistics of the accidents that had involved people. The numbers were very low in the four year report statistics. Cllr Fothergill asked that members consider as the speed of the cars near the School were too fast. Sadly statistics did not back up the request for a traffic survey. Cllr Fothergill would discuss further with KCC and bring back her findings, these would be cost of a survey, as Parish would have to fund the two surveys and information about the data collected from the survey what would the action be by KCC. **AGREED**

**Website:**

Members agreed to postpone any changes to the website whilst the Parish is involved in several projects currently that is taking a lot of time. The website in its current form served its purpose and contained the information required. **AGREED**

**Parish in Bloom:**

Members received a paper attached following a meeting that Cllr Fothergill and Cllr L Evans had had with South East in Bloom. They outlined the details of the competition, This would be something the Parish Council could support, in the "Parish in Bloom" section as there was no cost for the first year of entry and not only included, Bronze, silver gilt and Gold certificates were awarded and the competition not only included personal gardens but considered the open spaces and whether the Council was proactive in maintaining areas and reporting damage or fly tipping etc..... the Cleaning nijas were still meeting and the signage along the village was notably cleaner and smarter. Signing up to the scheme would take place in January.

**Open Forum for Councillors to raise matters to be placed on the next agenda:**

Cllr Fothergill reported she had visited a dementia home in Seal that provided excellent facilities and following that visit had contacted the Billings Family and met with them to discuss the permission they have for a dementia home on the boundary of Longfield and Fawkham, she had attended a meeting with the provider "Greensleeves" and with Mr A Billings, discussing a joint venture between the two, as a way forward to providing a good care home for the area. **NOTED**

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

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  
Parish Council Meeting Thursday 16th January 2020  
Parish Council Meeting Thursday 20th February 2020  
Parish Council Meeting Thursday 19th March 2020  
Parish Council Meeting Thursday 16th April 2020