

Minutes of Fawkham Parish Council to be held at Fawkham Village Hall, Valley Road Fawkham on **Thursday 19th September 2019 at 7.30pm.**

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

Planning Agenda

Planning:

SE/19/02398/LDCEX: Fawkham Manor Farm. Manor Lane: Confirmation of detached pool house and swimming pool.

Comment

Parish Council Meeting

1. Apologies for Absence: Cllr Mike Pearsall

Cllr A Evans arrived at 7.40pm

Declarations of interest: Cllr L Evans for one item relating to finance.

2. Members of the Public:

Church Warden Mrs Jill Cramp Was attending representing the Church, She commented about the cars in the Church car park in the evenings. The Council replied that they had been made aware of the problem from Cllr Harker who raised this at the last meeting and the Clerk had alerted The Community Safety unit at Sevenoaks District Council. They had responded that they would patrol the car park when in the area. It was also suggested that CCTV signage could be erected to deter unwanted users, the church were also looking to install an additional security light (PIR)

A new Priest in Charge Adele Barker had been appointed and was due to take post in early February. Mrs Cramp also made the comment that the church were looking to maintain a partnership with the Parish Council. The Church commented they hoped to be able to provide villages with means to get to church or appointments, particularly aimed at the elderly and it was agreed the Clerk would provide contact details for the Community Help Scheme that is run in West Kingsdown, to aid a similar group being set up in Fawkham.

Litter in Car park at Church had been reported as increasing Members discussed asking SDC to remove the bin currently in Castle Hill, the Clerk clarified that that bin was provided by SDC and weekly emptying was carried out by SDC , should it go into a private car park then the Church would be charged for the emptying, Cllr A Evans and Cllr Harker to monitor and report back to PC in November

The Clerk had emailed the Wardens regarding a service on the green on Remembrance Sunday. Mrs Cramp was going to discuss with the PCC but would expect they could provide a lay reader to conduct a short act of Remembrance for the village. TBC. The Clerk and Church warden exchanged contact details for future correspondence.

3. Approved Minutes:

The Minutes of the meeting held on 15th August 2019 were submitted and it was proposed through the Chair that they be approved with one amendment (the number of accidents recorded was 4 not 3) and any recommendations thereby implemented.

ALL IN FAVOUR

5. Matters arising:

Lorry Watch: More rota dates would be circulated by the Chair shortly for Members to partake in.

Hartley working group: The Chair and Cllr Alun Evans had recently attended a Planning meeting at Hartley PC at which the future AONB working group was discussed. This would be on different days and at a time to be confirmed. Fawkham would send up to 3 representatives for this joint working group with Hartley PC.

5. Correspondence:

KCC works:

KCC earlier this year had produced and circulated an Interim Forward Works Programme covering planned works on the highway network over the first part of 2019/20. This was done, as Kent County Council had agreed a substantial increase in the budget for planned highway works over the next three years, KCC have now – thanks to the asset managers and their teams - produced the full Years One and Two (2019/20-2020/21) Forward Works Programme, The programme is available for public viewing on our website: https://www.kent.gov.uk/_data/assets/pdf_file/0011/94574/Highways-planned-works-programme.pdf.

They are currently working on the Year Three to Five (2021/22-2023/24) Forward Works Programme, and plan to publish this later this year.

The Chair commented that one of the areas identified for surface preservation works in years one /two was from Sun Hill to Scudders Hill.

Royal British Legion:

Members considered making a donation to the Royal British Legion towards a Wreath on behalf of the Village. In 2018/19 the Parish made a donation of £50. It was proposed by Cllr Harker and seconded by Cllr A Evans that the Parish Council made a donation of £50 and also pays in addition to this donation to purchase a wreath to lay on behalf of the Village.

ALL IN FAVOUR

6. Local Plan EiP:

Update for members was given by the Chair, The planning inspector had confirmed that dates that Fawkham Parish Council wished to participate in and hearing were due to start next week. Further updates would be given at the Parish Meeting in October. A Leaflet designed and printed by the No Expansion Hartley group giving residents the latest updates had been delivered to Fawkham Residents by the Council and Clerk, along with leaflets promoting the Fawkham Parish Council coffee and cake on Saturday 12th October, thanks was expressed for the help hand delivering the leaflets.

7. Valley Road flooding:

KCC had confirmed that Castle Hill would be included in the annual Gully cleans.

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8. Village Hall:

A confirmed date for handover of the Village Hall to the Parish Council following trying to find volunteers to sit on the Village Hall Management Committee. As not enough volunteers came forward the Parish Council would take the hall as Sole trustees would be 14th November. The November PC would start at 7pm to allow for a meeting as Trustees of the Village Hall the same night. Members looked at the documents circulated "Village Hall run by Parish Councils as sole Trustees,"

Members would have to have separate meetings and separate accounts, these would not need auditing as below the income and expenditure levels to qualify of be audited as set out by the Charities Commission. The Parish Council, Sole Trustees is as a Parish Council body not as individuals Members. The Asset could be added to the PC assets and a zero value with the wording held in trust for the village hall. The Clerk would look at PC insurance and obtain quotes as it may be better to have one overall insurance for Parish Council and Hall Meetings it was expected they would be more frequent until the transition settles, minutes would need to be taken but these don't require publishing. There was no requirement for the Committee meetings to be public meetings. Bookings would be made through the Parish Council Clerk and all financial work would be administered by the Clerk. Mr L Moss the current Treasurer would approach the banks and organise a change of signature holders before transition to Parish Council. It was agreed that all council Members should be key holders.

Kitchen refurbishment. Cllr Harker and Cllr Fothergill to look at the spec and visit other halls before going out for quotes after full Council has approved the specification required for the hall.

It was noted that the immediate job would be to find and appoint a new cleaner as the current cleaner who did two hours a week every Sunday wished to stand down due to family commitments. Companies and individual cleaners used by members or at West Kingsdown Parish Council would be approached to quote. How much cleaning and the best time to clean would be reviewed after 14th November.

9. Open Session Drop In 12th October:

Members discussed the format of the drop in session on Saturday 12th October and confirmed that teas and coffee would be served (clerk to provide) with Cllr Harker and Cllr A Evans providing the cakes. Cllr Harker and Cllr Pearsall are not able to attend. Boards with results of the village survey would be displayed giving the actions the Parish council are taking to achieve improvements identified by villagers. The Clerk confirmed the Footpaths representative from the Ramblers Association would be attending, the SDC dog warden would either attend or would provide free dog bags for residents. The community partnership at SDC had been contacted and they would either attend or provide some safety aids or material for resident's information. The Cottage Day centre had confirmed their attendance. The event would take place on Saturday 12th October between 1-4pm but council has booked the hall from 11am – 5pm allowing for set up and pack away. A cheque for the hire fee of £66 was approved.

Members approved the cost of £20.99 to print the leaflets designed by the Chair so that Councillors and Clerk could advertise the event to residents. Door to door delivery was being undertaken.

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10: Highways Improvements Plan:

Update on items included, including village entry gates, Chair and Clerk to meet KCC Highways again regarding location of the gates, the possibility of dragon teeth at the 60-30mph transition and other issues on the Highways improvement plan.

A further meeting was going to take place with KCC Geoff Bineham and site visits made to highlight the problem raised on their HIP. A further update would be given to Members when the Clerk and Chair had had that meeting with KCC.

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11. Update on Action Plan:

The new action planned was circulated showing current and future projects and how the actions sheet would let Members see what the Council were hoping to achieve having identified issues. The sheet will be updated and a priority scheme given to show the progress and what the Council had progressed.

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12. Future Events

VE day (veday75.org) what celebrations the Council wished to organise and how that may be achieved was discussed along with liaising with the Church, Rising Sun Pub and both Schools. Cllr A Evans offered to prepare an initial plan of action.

Quiz night – February /March 2020

Historian Evening, autumn 2020

Walks through the seasons. For consideration spring 2020

13. CIL update:

The Clerk had applied to SDC for the use of the CIL money in refurbishment of the Village Hall kitchen and put a case regarding the criteria of spending the funds and that a refurbished kitchen will enhance the facilities offered to the wider community. The application had been acknowledged and is currently with the legal team awaiting a response. Clerk to chase. It had also been confirmed that the £10,000 KCC Members grant could be spread between the kitchen and hall refurbishment.

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14. Finance - Expenditure and Income:

The Councils overall financial position was noted and it was proposed that cheques totalling £1,481.95 presented on the cheque list including the addition of one cheque to Cllr L Evans for expenses for stamps and printing for the open day for £35.99 be paid. This was proposed by Cllr Harker and seconded by Cllr A Evans. The cheques were duly signed.

ALL IN FAVOUR

15. Dog Bin:

A new post for the dog bin had been ordered by the Clerk and Mr A Clark a local handyman would fit to the dog bin in the Church Car Park on its arrival.

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16. Christmas lights and tree on the green:

The Clerk had emailed two tree surgeons to ask for quote to re shape the tree on the green and to ask if whilst they are carrying out works if they would be able to place the new lights in the tree so that an electrician can then connect them to the circuit.

Trojan treecare and SL treecare, both local firms had been approached.

SL Treecare had responded that he recommend that the tree was not trimmed he commented that the tree should not be cut in an ideal world as it will look as if it has been trimmed and not have its natural look. It is likely that over the years, the cut ends will die back and then the tree will lose its appeal.

The quote to put the lights up and remove the old existing lights is £520 plus vat a total for both of £1,040,00 plus VAT

The Chair asked the Clerk to contact the Tree surgeon and ask if he thought 60 Metres of lights would be enough for the whole tree or whether 100 meters would be better

The second quote to be chased and item to come bak on the October PC agenda.

The Chair had looked at battery lights for the posts of the two village signs at approx. £20 per set

17. Website:

Members agreed to discuss further the Parish Website and its contents. This would remain on the action sheet for action in 2020.

AGREED

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18. Floral Fawkham - Bulbs around the village:

Parish in Bloom would need to register in January, Cllr Fothergill to provide a plan for Fawkham to enter the 2020 competition and judging ready ahead of the registration date.

Members considered approval for Cllr L Evans to purchase bulbs up to the value of £250, it was proposed by Cllr A Evans and seconded by Cllr Harker that this expenditure should be approved. The planting of the bulbs could then take place ASAP.

ALL IN FAVOUR

19. Parish in Bloom:

FPC would need to register (Free) in January, Cllr Fothergill to provide a plan for Fawkham for enter the 2020 category and assesment ahead of the registration date, and to encourage residents tp enter the neighbourhoods category.

20. Any other business:

Lorries:

It was reported that Lorries for the mushroom farm parked by the church on Valley Road around 5am as the farm is reached by Scudders Hill and they operate a one in and one out system. It was agreed to monitor the Lorries and to look

up the conditions given, if any when planning permission was granted. Members to monitor and note.

Community Cupboard:

Cllr A Evans shared information of a new group working locally if there is a need for help with food due to financial hardship. They are applying for charitable status and have already several regular users of the scheme. Support from Parishes and churches either helping to supply a venue, financial assistance however small or large a contribution would be gratefully received. Clerk to obtain more information and circulate to members. **AGREED**

Meeting closed at 9.53pm

Dates to Note for 2019/20

Parish Council Meeting Thursday 17th October 2019

Parish Council Meeting Thursday 21st November 2019 at 7pm start, please note earlier time for this meeting.

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 Meeting and Monthly Parish Council meeting following APM - Thursday 16th April 2020

AGM village Hall - TBC