

FAWKHAM PARISH COUNCIL

Minutes of the Parish Council meeting held on at Fawkham Village Hall, Valley Road Fawkham on **Thursday 20th June 2019 at 7.30pm.**

Members of the Parish Council:

Cllr L Evans (Chairman), Cllr Duncan Harker, Cllr A Evans, and Cllr M Fothergill. 2 Members of the Public

Apologies for Absence: Cllr Harker and Cllr Pearsall

Planning: No plans had been received at the of publication of the agenda

Members of the Public:

The were no items raised by the Members of the public

Declarations of Interest:

There were no declarations declared

Approved Minutes:

The minutes of the Parish Council meeting held on Thursday 16th May 2019, were approved as a true record and any recommendations thereby implemented. **ALL IN FAVOUR**

Matters arising:

Standing orders

These had been amended and would be circulated by the Clerk to members.

Privacy policy:

A standard privacy policy would be added to the website.

Clerk's conditions of employment:

Members had discussed a tabled paper at a confidential meeting prior to the main meeting this evening and Members agreed with the recommendations of the papers including item relating to pay and pension **ALL IN FAVOUR.**

Roads:

Cllr L Evans updated Members following her and Cllr Harkers meeting with KCC on 28/5/19:

Lorry Watch

Establishment of a Lorry Watch scheme – A leaflet was attached and would require Volunteers to carry out the survey in shifts. It was agreed to set up the Scheme.

Width and weight restriction signage

Funding likely to be required for new Gates at Scratchers Lane/Brands Hatch Road c. £1500. It was suggested that CIL money may be able to be used for the purchase of the gates, The Clerk would clarify with SDC. Members were going to visit possible suitable sites either end of Fawkham where possible gates could be placed. The Clerk would enquire if a KCC licence would be required for the gates.

Weight restriction: Signage was being looked into to prevent 7.5 tonne Lorries using the village as a cut through. One end was restricted and additional signage was being considered now by KCC as part of a refurbishment scheme taking place in the summer at the Gorse Hill and Scratchers lane junction. As currently it failed to alert lorry drivers of the restriction until it was too late to turn around. KCC have suggested this could be included as part of this improvement.

This may leave the Parish to pay an estimated £200 for further signage. Cllr Brazier who had also attended the meeting had implied that he may be able to part fund from his Members fund. Cllr A Evans commented that as a result of the lorries using the road he had been blocked for over half an hour whilst a lorry was delivery and traffic could not pass by. Cllr L Evans commented if safe to do so residents should take a photo on their phone so that Companies can be contacted and made aware that the width of such a lorry along this road is prohibited.

Skips:

Cllr L Evans had had correspondence regarding the Skip Lorries using the road when not delivering into the road. Managers had assured Cllr L Evans that their drivers were being made aware that the road was not suitable for lorries and drivers should not follow their SAT NAVS

Drainage:

KCC were being asked to clean three Gullies in Fawkham Road Valley Road, the unprecedented rainfall had caused problems and made existing problem worse. The Clerk to repost the drains and Gullies along Valley Road to KCC
ALL IN FAVOUR

KCC road Signage:

Following the meeting with KCC the inspector for the area had agreed whilst KCC could not fund new signage it would allow Parish councillors to help clean and unbend metal damaged signage.
NOTED

Planting of Bulbs

Should the Council be successful placing gates either end of the village it would consider some bulb planting underneath to make the village look pretty

Grounds maintenance:

The Clerk to request that the grounds contractor trims the shrubs away from the wooden village hall wall, so that the wood doesn't rot. Clerk to speak to Contractor.
AGREED

Asset Register –**Asset register:**

Members went through the assets register and agreed that one bench should be removed from the green. Mr James Hollands was present and he explained the loose wires near the tree on the green were disconnected at the mains box but had been left in case of being used in the future.

Lower branches of Trees on the Green:

The Clerk would contact SDC and enquire if the trimming of the lower branches were covered under a TPO or whether some of the lower branches could be trimmed back as some were at eye level. Cllr A Evans would speak to a tree surgeon about the need for a safety review and more major cutting back of the large trees on the green and report back to members

Electricity Block on green:

To extend the life of the electric cupboard it would need to be rubbed down and repainted.

Defib:

The cabinet was bought as an unlocked defib in a cabinet, it had been in place several years and no damage caused. Pub to confirm they are still testing the defib regularly

Salt Bin:

Clerk to contact Mr Billings and ask when KCC deliver large quantity of salt before bad weather, whether Mr Billings land could be used for storage of salt ready for winter, as in the past.

Dog bin

Post broken. Clerk to ask SDC if they would replace and report back

Membership to CPRE:

It was proposed through the Chair that the Parish Council joins the CPRE at a cost of £36 per year.
AGREED

Risk Assessment:

Chair, vice Chair and Clerk will review and report back to next meeting

Correspondence:

No correspondence received at the time of the Publication of the Agenda

Village Hall report:

(a) Update received from the treasurer and Chairman of the Village Hall.

This included a financial update from the treasurer and the Committee been delivering leaflets to residents asking for anyone who may be interested in helping on the hall committee to make contact. It is hoped that the leaflet would generate interest for new Members to step forward and take on the Committee positions, allowing the existing committee to retire.

(b) Update regarding the running of the Management Committee as all Trustees are hoping to retire.

There would be no further action regarding the running of the hall until a response from the leaflet drops had been received, Cllr L Evans would be the second Parish Council representative on the hall committee. The Clerk would advise the Hall

11.

Committee.

The way the Parish council contributed to the hall for the use of the hall during the year was to change. For many years the Parish Council had made a donation of £300 towards the usage, however at the AGM the hall had said they had been advised this was not the correct way to receive the money and that the Parish Council should pay an hourly rate the same as other hirers. The Clerk had contacted the Booking Secretary of the Hall and been advised that the Hall Management committee were currently considering the Council payment. It was agreed that the £300 that was on this evening's cheque list would not be paid and Parish council await payment instructions from the hall Committee. **AGREED**

Kitchen: the grant that was received from KCC for £10,000 in March was due to be spent under the grant conditions within 6 months, however the Clerk had spoken with Cllr D Brazier and an extension period could be given if required.

DIARY AUGUST

Action Plan:

The results of the survey conducted earlier in the year were discussed in detail and an action plan drawn up and discussed amongst Members to aid with future projects

It was suggested a couple of drop in sessions could be held at the village hall in August and September to update residents and seek their involvement. This was agreed by members as a good idea and should be actioned

ALL IN FAVOUR

Website:

Cllr L Evans had looked at other Parish Websites there were several companies that would allow a Parish to purchase a website for £400 to £600 and then our documents could be transposed over, Members agreed at a future meeting to discuss further the Parish Website and its contents. **AGREED**

Finance - Expenditure

Details were tabled and it was proposed through the Chair that payments totalling £1,700.76 were approved. As Cllr A Evans was the only current signature holder present he would liaise with Cllr Harker that the cheques should be duly signed and returned back to the Clerk. **ALL IN FAVOUR**

The bank mandate forms were signed adding on Cllr L Evans and Cllr M Fothergill as signature holders and removing Mr Steve Gray following his retirement from the Parish council at the elections in May. **ALL IN FAVOUR**

The Clerk reported that the internal auditor had found no issues and the papers had been returned duly completed. The next level of audit was with PKF Littlejohn the appointed auditors for Parishes and papers would be posted to them on Friday. **RECEIVED**

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.

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

Parish Council Meeting Thursday 18th July 2019
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
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

Meeting closed at 9.35pm