



# FAWKHAM PARISH COUNCIL

Draft minutes of the Parish Council Meeting held remotely by video link following agreed legislation on Thursday 20th August 2020 at 7.30pm to transact the following business.

Laura Marchant  
Clerk to Fawkham Parish Council

Members of the Parish Council:

Cllr Laura Evans (Chair), Cllr Alun Evans (Vice Chair), Cllr Duncan Harker, Cllr Maxine Fothergill, Cllr Jolene Truder.

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## Parish Council Meeting Agenda

During the period of Government restrictions due to Coronavirus, agenda items are being limited to those that are critical and/or can be actioned under the restrictions.

1. Apologies for Absence:  
Cllr J.Truder, Cllr D.Harker

2. Welcome our new Councillor  
Proposed: To ensure the required forms and declarations are completed as necessary  
Comment: Cllr J.Truder was not present at the meeting to be welcomed however all necessary documents have been signed

3. Declarations of Interest for items relating to the Agenda:  
Councillors to make any declarations that may be required by virtue of the Parish Council's adopted Code of Conduct.  
Noted: Cllr A.Evans declared an interest in the tree works notice under item 6 for Beech House.

4. Members of the Public:  
The Council's meetings are open to the public, however, only the first half hour is given for members of the public to raise any matters and partake in discussions. 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 if the council will be discussing confidential matters.  
Present D.Cllr L.Harrison, Kent County Cllr D.Brazier and D.Cllr F.Parkin

Comment: D.Cllr F.Parkin informed the PC that she had put forward a presentation to Kent Wildlife Trust. Included in the presentation was information about the importance of grass verges around the roads in the village.

5. Planning applications:

None

6. Planning decisions/updates/notices:

Site: The Gables Fawkham Green Road Fawkham

Development: Proposed change of use of existing garage to a habitable room, roof changed from flat roof to new pitched roof. Existing porch to be enlarged with new roof extended flat roof.

Granted

Noted

Site: 14 Fairview Fawkham Green Road Fawkham

Development: Ground floor side extending into rear extension. Modifications to the roof of existing extension.

Granted

Noted

Site: Beech House, Valley Road, Fawkham

Development: Remove the Sycamore Tree down to stump level

Noted

7. Approve Minutes:

To approve as a correct record the minutes of the Parish Council Meetings held on 16th and 24th July 2020, as attached.

Resolved: It was proposed through the Chair that the minutes be approved and signed by the chair. All Agreed. Signing will take place at the next face to face meeting of the Council

8. Matters Arising:

Matters arising relating to the Minutes, not on this agenda.

Comment: Cllr A.Evans informed the PC that the honey has been ordered which will be bought using the £10 donation from a Fawkham resident made up to £50 by the PC as agreed in the last minutes

9. Finance Approval:

Expenditure and Income - details were tabled.

Payment list summary

Fawkham Parish Council August 20th 2020 Payment List				
Date	Cheque No.	Payee/For	Amount	Entry Number
20/8/20	DD	British Gas	£0.19	28
20/8/20	900	SL Tree care - tree stump	£82.80	29
20/8/20	901	Grass cutting - R.H gardening services	£200.00	30
20/8/20	901	General Maintenance - R.H gardening services	£260.00	31
20/8/20	Online Payment	Kitchen refurbishment - floor	£1,640.00	32
20/8/20	Online Payment	I.marchant clerk salary	£455.92	33
20/8/20	Online Payment	BHIB Insurance premium	£270.50	34
		<b>Total</b>	<b>£2638.91</b>	

Resolved: Expenditure and Income sheet reviewed, invoices and cheques/payments reviewed and approved by all for payment, as detailed above.

10. Highways Improvement plan (see attached):

Proposed: Update on chasing KCC Highways for their comments with regards to the HIP 2020/21 previously submitted.

Resolved: Cllr L.Evans stated that an email had been received from G.Bineham stating that he is soon to be leaving KCC Highways and that the HIP may not be reviewed prior to him leaving.

11. Highways Maintenance issues (See attached):

Update on issues arising in the village

Comment: Cllr L.Evans gave an update on the current highways maintenance issues. It was noted that the road resurfacing programme planned for Valley Road had been postponed again due to the recent hot weather.

Cllr L.Evans stated that she continues to chase KCC Highways to find out how the school Wig-Wag signs that are now working have been fixed and if there is any ongoing maintenance that needs to be carried out on them.

The old hospital signs and all but one redundant poles have been removed from the side of Manor Lane.

Cllr L.Evans noted that a second CCTV survey was carried out on the 31st July of the drains. Cllr L.Evans to chase for an update.

A member of the public has been in contact with Thames Water regarding the recent sewage flooding of Valley Road which is a recurring issue.

12. FVH refurbishment:

Update on the kitchen refurbishment: kitchen and flooring.

Comment: Clerk gave an overview of the kitchen refurbishment and flooring which is progressing well.

13. KCC landscaping of verges and village gateway area

Update of verges and village gateway area

Comment: Cllr L.Evans has spoken with KCC's Landscaping Officer who will visit Fawkham and look at the grass verges to assess the possibility of conservation cuts.

14. Fencing in car park:

Update on obtaining quotes

Comment: Clerk/Chair have met with three contractors and are awaiting the quotes. Item to be bough back in September.

15. FPC Covid-19 Time Capsule

Update on current planning for time capsule

Comment: Cllr A.Evans informed the council that the bigger time capsule had been ordered. Facebook communication will be sent out regarding children and families adding to the time capsule. Everything is on track to be ready for the end of September.

16. Fly Tipping

Proposed: To discuss and agree on fly tipping signs (See attached for a list of signs and associated costs)

Resolved: Cllr A.Evans gave an overview of the actions of the fly tipping working group to date. They have met again with SDC and discussed recent fly tipping, there is a current ongoing investigation into one particular fly tipper.

Cllr A.Evans informed the PC that SDC will provide the fly tipping deterrent signs for free, Cllr A.Evans to make contact. Cllr A.Evans will prepare some Facebook communication regarding fly tipping and what to do if residents see fly tipping.

£15.85 each from safety signs for less



£3.99 each from ebay. Seller not selling again until 5th September



£4.99 plus £2 delivery amazon



£4.95 The Sign Shed (A4)



£1.49 amazon



#### 17. Projects and Actions Plan

Proposed: Review of items on projects and action plan, not already on the agenda

Resolved: Cllr L.Evans asked the Clerk to contact SDC to ask for a litter pick through Valley Road.

It was noted by the Chair that the Parish in Bloom entry document has been submitted.

Cllr L.Evans suggested starting up 'Lorry Watch' sessions again in the village.

There are no planned events currently in the village due to the current restrictions.

18. Planning for the future Planning Legislation

Proposed: To discuss and agree the PC strategy with regards to the legislation

Resolved: Cllr A.Evans gave an overview of the new legislation, following which there was a brief discussion. Cllr A Evans will draft a letter to local MPs. It was noted that District Cllrs are receiving training on this issue. Item to be brought back in September.

19. Chair and Councillors reports:

To note any items not listed on the agenda

Cllr L.Evans informed the PC that the Volunteer group will be standing down from the 1st September. It can be restarted in the future in the case of a second wave, harsh winter or other need. Volunteers have been thanked for their offers of help.

SDC has advised that a rolling programme of Local Housing Needs surveys will be introduced. Cllr L.Evans noted that 7 out of 31 parishes have local housing properties within them, with Fawkham being one (three of the cottages at 6 Acres).. The last survey in 2017 did not identify a further need in the village, the next survey will be in 2022-2023.

The Local housing properties should be offered first to local residents/people with a connection to the parish once a property becomes vacant. Cllr L.Evans to contact Moat Housing/SDC to find out how local housing properties that become vacant are advertised to local people.

20. 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 cannot guarantee inclusion on the proposed agenda.

None

21. Dates for the year 2020:

Parish Council Meetings -

Thursday 17th September 2020, 7.30pm

Thursday 15th October 2020, 7.30pm

Thursday 19th November 2020, 7.30pm

Thursday 17th December 2020, 7.30pm

Thursday 21st January 2021, 7.30pm

Thursday 18th February 2021, 7.30pm

Thursday 18th March 2021, 7.30pm

The Annual Council Meeting (ACM) will be held once face to face meetings resume.

All meetings will be held virtually via Zoom until face to face meetings resume.

Meeting Closed at 8.51pm