



FAWKHAM PARISH COUNCIL

Draft minutes of the Parish Council Meeting held remotely by video link following agreed legislation on Tuesday 17th September 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.

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:
None

2. Welcome our new Councillor
Proposed: To ensure the required forms and declarations are completed as necessary
Resolved: Cllr J.Truder was welcomed to the Parish Council. The clerk confirmed the necessary forms and declarations had been completed.

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.
Comment: Cllr L.Evans stated a declaration of interest with regards to an expenses claim in the finance section of the agenda.

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.
Noted: D Cllr F.Parkin, D.Cllr L.Harrison and Kent County Cllr D.Brazier gave their apologies for their absence

5. Planning applications:
None

Noted: It was stated that the Parish Council's response for the Fawkham Manor Hospital redevelopment had been submitted to SDC and that responses were being monitored. A

copy of the PC's comments on the traffic, access and parking issues would be sent to the KCC Highways Officer who had responded to the consultation

6. Planning decisions/updates/notices:

Noted: Fawkham Manor Farm conversion of annexe had been granted with permitted development rights removed.

7. Approve Minutes:

To approve as a correct record the minutes of the Parish Council Meeting held on 8th September 2020, as attached.

Resolved: It was proposed through the Chair that the minutes be approved and signed by the chair. All Agreed. It was proposed by Cllr L.Evans that a COVID-19 secure meeting takes place between the Chair and Clerk to physically sign these minutes as well as previous minutes that require signing. All agreed.

8. Matters Arising:

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

Comment: the fence and gate at the the village hall had been installed.

Comment: Cllr A.Evans has purchased the local Fawkham Honey and will be delivering the purchase with

the Chair, on Monday 21st September to the local food bank, The Community Cupboard.

9. Finance Approval:

Approval of cheques and payments

Resolved: Expenditure and Income reviewed, invoices and cheques reviewed and approved by the All. Cheques will be passed to 2 Councillors to be signed whilst adhering to government advice re Covid-19, as agreed in the updated financial regulations.

Noted: A VAT reclaim will be made shortly.

Payment list summary

Fawkham Parish Council September 17th 2020 Payment List				
Date	Cheque No.	Payee/For	Amount	Entry Number
17/9/20	Online Payment	I.marchant clerk salary	£455.92	35
17/9/20	Online Payment	I.marchant expenses - Zoom subscription	£28.78	36
17/9/20	Online Payment	I.marchant expenses - Lebra phone subscription	£10.00	36
17/9/20	Online Payment	All type flooring - loos flooring	£978.00	37
17/9/20	Online Payment	All type flooring - hall/lobby flooring	£6,360.00	38
17/9/20	Online Payment	L.Evans expenses - VE day tree tree watering bag	£10.39	39

Payment list summary

Fawkham Parish Council September 17th 2020 Payment List				
	£	£	£	£
	£	Total	£7843.09	£
	£	£	£	£

10. Highways Improvement plan (see attached):

Update

Comment: Cllr L.Evans stated that we still had not had any contact from the Highways Manager at KCC with regards to the HIP 2020/21 submitted in May. This will be escalated once the Highways manager leaves his post in October.

11. Highways Maintenance issues (See attached):

Update on issues arising in the village

Comment: L.Evans gave an overview and update of the issues in the village.

- Resurfacing of the road from Scudders Hill to Sun Hill will now take place on the 3rd/4th and 5th October. White lines are due to be painted after.
- Substantial repair to the road surface south of Court Lodge has been requested by FPC to take place ahead of the resurfacing.
- Surface Water Flooding - A 2nd CCTV has taken place and the findings differed from the first CCTV survey. KCC were advised via FPC of a soakaway by Fawkham Green Road which has now been cleared of silt and a more thorough clean out and test will take place.

12. FVH refurbishment:

Update on the kitchen refurbishment: kitchen and flooring.

Comment: Clerk gave an overview of the refurbishment. The Kitchen and flooring refurbishment/replacement has now been completed.

13. Guy Competition

Proposed: To discuss and agree if we hold a "Guy" competition in early November, including a budget for prizes of £20.

Resolved: Cllr D.Harker raised concerns that a 'Guy' competition may encourage fireworks and bonfires in the Village which he feels is not appropriate due to the large equestrian/ livestock presence in the Parish. Cllr M.Fothergill agreed. Cllr A.Evans concerned that now may not be the appropriate time to carry out a competition. Cllr J.Truder stated that maybe the competition could be a scarecrow competition and Cllr L.Evans stated that it could maybe be held in half term. A vote was taken and all agreed that a Scarecrow competition would take place. An amendment to the prize budget to £50 was proposed by Cllr D Harker, and all agreed.

14. Baldwins green

Proposed: To discuss and agree the purchase of crocus bulbs for planting at Baldwin's Green at a cost of £25.

Resolved: It was proposed and all approved the purchase and expenditure.

15. AONB

An update on discussions with Hartley PC and discussion and agreement of next steps - see paper to be circulated

Comment: Cllr L.Evans stated that email correspondence was to take place with Hartley Parish Council to arrange another meeting to discuss and hear their views on creating a Neighbourhood Plan. Cllr M.Fothergill stated that she had recently attended training for the new planning legislation and thinks a Neighbourhood Plan may be a waste of time as the new legislation will disrupt everything. It was agreed that Cllrs L Evans and A Evans would attend a meeting with HPC representatives to discuss further.

16. Remembrance Service -

Proposed: To discuss and agree proposals for this year, including the use of knitted/crocheted poppies

Resolved: A discussion took place about the possibility of recording the wreath being placed on the war memorial alongside a short service conducted by St Marys. Cllr L.Evans will discuss this further with Revd A.Barker. The creation of knitted poppies is well underway and it is hoped to place these around the war memorial and potentially the village gateways. The pattern to create these poppies will be re-posted on the community facebook page.

17. Rogers Wood Lane

Update on progress of seeking repairs to the Rogers Wood triangle of land, and agreement to the purchase of grass/annual/perennial meadow flower seed mixture to plant in the autumn once the repairs have been made. There are many different options, and three have been shortlisted below. Each option specifies a different rate of sowing in g/m², resulting in differing total weights for each, and are based on the assumption the triangle is maximum 25m² (exact size to be measured before any seeds ordered) and subject to min order size in some cases. Please visit links as the colours of the options do vary:

Just flowers:

1a. Pure cornfield annuals (no grass) from <https://www.pictorialmeadows.co.uk/product/cornfield/> £45 for 100g +£2.95 delivery = £47.95. Would flower only in year one as need disturbed ground to germinate well.

1b. Same company does pure meadow perennials, mostly yellow and white (no grass) 50g at £75 incl postage which would give flowers year after year <https://www.pictorialmeadows.co.uk/product/golden-summer/>

1c. Or a "magic carpet mix" of pure perennials - not cornfield ones (no grass)- highly colourful 50g @£70 incl postage <https://www.pictorialmeadows.co.uk/product/magic-carpet/>

Flowers and grasses:

2. A mixture of 3 types of annuals, 9 types of perennials and meadow grasses in the ratio of 20 flower seeds:80 grass seeds from <https://www.meadowmania.co.uk/wild-flower-meadow/wild-flower-meadow-seed/wildflower-meadow-seed-mix.htm> 100g @£7.95 = £3.95 postage = £11.45. Would produce annuals and grass in year 1 and perennials and grass from year 2 onwards

3. General purpose meadow mix ratio 20 flower seeds: 80 grass seeds from Emorsgate <https://wildseed.co.uk/mixtures/view/3>. 100g @£5 Would mostly flower from year 2. Can add annuals to flower in year one 50g @£8, total £13, postage included

Resolved: Cllr A.Evans to endeavour to meet with the Operations Manager of Brands Hatch Place Hotel and Spa on Monday 21st September (the manager did not attend the

previously arranged meeting) to go and look at the land together, although the Manager does not feel it is lorries delivering to the hotel kitchens that are causing the problem. It was agreed to purchase appropriate seed mixture from supplier 2 above.

18. Manhole repair

Update progress with obtaining quotes

Comment: Clerk is to obtain quotes; the first two trades people contacted did not wish to quote.

19. CIL return

Discuss and agree CIL return for SDC

Comment: This return should be done every year and published onto the website, Clerk to complete. The KCC grant return form also needs to be completed. All to be completed by the end of September.

20. KCC landscaping of verges

Update

Comment: Cllr L.Evans stated that she has chased landscaping at KCC for a further update but has not yet heard from them.

21. FPC Covid-19 Time Capsule

Update on current planning for time capsule

Comment: Cllr A.Evans stated that the plan was to still have the content for the capsule ready for the end of September but as the COVID-19 situation remains ongoing, the capsule burying could possibly move to the end of October or the end of the year.

22. Fly Tipping

Update on current actions

Comment: Cllr A.Evans informed the PC that the No Fly Tipping signs had been placed around the 'hot spots' in the Parish. One sign had already gone missing from Three Gates Road. There had been no recent fly tipping incidents. The SDC enforcement team have recently interviewed a fly tipping suspect from an incident on Three Gates Road. Cllr A.Evans stated that next time the Cleaning Ninjas go out to clean/tidy we should ensure that Three Gates Road is included.

23. Projects and Actions Plan

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

Resolved: Cllr L.Evans gave an overview of recent actions and projects in the village.

- The Parish Council obtained a Silver award from the Parish In Bloom competition. This will be published in due course once the certificate and report have been received
- A Lorry Watch session had taken place. Several lorries were seen using the road, and one was also seen whilst the Chair visited the Hall. The respective companies will be contacted.
- Work is due to take place under the M20 bridge at the Brands Hatch end of the village on Monday 21st September and it is hoped this is the long-awaited replacement/fixing of the netting.
- A litter pick and road sweep of Valley Road took place on the 15th and 16th September following a request by FPC. It has been clarified that only the part of Valley Rd designated as "non-rural" between the green and the school is swept every 6-8 weeks, with the rest just twice a year. This will be raised with SDC via Cllr Fothergill in her DC role.
- The redundant Fawkham Parish Council Website is still live. Cllr L.Evans has chased Cantium to close the page, which was expected to happen at the end of August.

- The Honours board in the Hall will remain an ongoing item to be reviewed.
- Cllr M.Fothergill will review the transport options such as Dial a Ride for the Parish.

24. Planning for the future Planning Legislation

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

Resolved: Cllr A.Evans is drafting a letter to be sent to local MPs including Laura Trott to ask for their support in protecting the Green Belt land from development. Cll A.Evans to post on Facebook the intentions of the Parish Council.

25. Chair and Councillors reports:

To note any items not listed on the agenda

None

26. 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.

Comment: Cllr M.Fothergill asked the PC if some money could be used for the purchase of a Banner to promote the results of the recent Parish In Bloom Competition. It was discussed and agreed that Cllr M.Fothergill will research the costs and bring to the next meeting to discuss.

27. Dates for the year 2020:

Parish Council Meetings -

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.