



# FAWKHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held at Fawkham Village Hall on Wednesday 19<sup>th</sup> April 2023 at 8:30pm to transact the following business.

Grace Champion  
Clerk to Fawkham Parish Council

Members of the Parish Council:

Cllr Laura Evans (Chair), Cllr Maxine Fothergill, Cllr Will Johnstone, Cllr James Cherry, Cllr Laura Marchant

---

## AGENDA

### 1. Apologies for Absence

Apologies were received from Cllr Marchant (work).

### 2. 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 L Evans declared a pecuniary interest in repayments for FPC expenditure awaiting approval.

**Noted:** Cllr L Evans declared an interest in a planning enforcement case being discussed due to it being a neighbouring property.

### 3. Public Session

Parish Council meetings are open to the public. In accordance with the Standing Orders, thirty minutes are allocated 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 Parish Council meeting. The Council may enter closed session at the end of the meeting to discuss a confidential item, members of the public still present will be asked to leave.

**Noted:** Three members of public were in attendance.

### 4. Minutes of Previous Meeting

To receive and approve the minutes of the meeting held on 23<sup>rd</sup> March 2023 and Friday 14<sup>th</sup> April.

**Resolved:** One small amendment was requested by Cllr Fothergill and it was then proposed through the Chair that the minutes be approved and signed by the Chair, seconded by Cllr Cherry.

### 5. Matters Arising: Matters arising relating to the Minutes, not on this agenda.

**Noted:** Baldwin's Green – Cllr L Evans noted that she was awaiting a further response from KCC Cllr D Brazier.

**Noted:** FPC salt bins. Cllr L Evans confirmed that there was no update as yet on this item.

**Noted:** Small Grains. The Chair informed the PC that the pile of garden waste had -not been removed at Small Grains although SDC are expected to do this at some point.

**Noted:** The Chair informed the PC that Easter Eggs were left for children on Easter Sunday. The Chair gave thanks to the Clerk for doing this on behalf of the PC.

### 6. Planning Applications:

To agree the Parish Council's responses to the following planning applications:

**Former Depot North Of Salts Farm Fawkham Road Fawkham Kent DA3 7BJ**

*Reserved matters (Appearance, Landscaping, Layout, Scale) pursuant to condition 1 of 22/01550/MMA for the erection of 26 dwellings with some matters reserved.*

**Consultation deadline: 20 April 2023**

**Resolved:** A design manager for Fernham Homes was in attendance to allow the PC to ask questions/clarify any information on the application. The application was discussed in detail and the Councillors informed the design manager that they welcomed the change to include weatherboarding rather than render, along with other design changes made, the reorientation of some plots, and to the location of visitor car parking spaces. The Chair also noted that the PC were pleased to see the shared amenity space for the maisonettes has been increased and that a pedestrian footway has been introduced along one side of the new road. The Councillors then discussed and raised their concerns with the design manager over the unclear boundary treatment, parking provisions and number of bedrooms that the houses are being marketed as having compared to the number of upstairs rooms. The design manager then left the meeting. The Councillors then had a further discussion and all agreed to object to the application due to the above concerns.

**SE/23/00967/DETAIL - Fawkham Manor Hospital Manor Lane Fawkham Kent DA3 8NH**

*Details pursuant to condition 16 (external lighting) of 21/00695/FUL.*

**Consultation deadline: 11 May 2023**

**Resolved:** The councillors had a discussion and were all in agreement that FPC would object again to this condition on the same reasons as previously submitted.

**7. Planning Decisions:**

To note planning decisions received from Sevenoaks District Council:

**22/00365/LDCEX - Woodlands Park Three Gates Road Fawkham**

*Confirmation of the use of a dwelling. GRANTED*

**Fawkham Manor Hospital Manor Lane Fawkham Kent DA3 8NH:**

- **23/00186/DETAIL - Details pursuant to condition 11 (Travel Plan) - 21/00695/FUL. GRANTED**
- **23/00187/DETAIL - Details pursuant to condition 23 (Fixed telecommunication infrastructure and high speed fibre optic) - 21/00695/FUL. GRANTED**
- **23/00225/DETAIL - Details pursuant to condition 16 (External lighting) - 21/00695/FUL. REFUSED**

Noted.

**8. KALC/NALC subscription**

**Proposal:** to discuss and agree payment of KALC/NALC yearly subscription invoice totalling £329.10 (£274.25 ex VAT).

**Resolved:** It was proposed through the Chair that the invoice be approved, seconded by Cllr Cherry.

**9. Finance Approval**

Expenditure and Income - details to be tabled. Approval of cheques and payments.

Payee/For	Budget taken from	Amount
KALC & NALC yearly subscription	<b>KALC &amp; CPRE mem etc..</b>	<b>£329.10</b>

Netwise annual fee & domain renewal	<b>Website</b>	<b>£420.00</b>
March Grounds Maintenance 3 Sites & Small Grains	<b>Grounds Maintenance Small Grains</b>	<b>£230.00</b>
Clerk Salary - G. Champion	<b>salary/TAX/NI</b>	<b>£408.98</b>
HMRC Tax & NI payment	<b>salary/TAX/NI</b>	<b>£102.20</b>
L Evans Repayment - wildflower seeds CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£12.99</b>
L Evans Repayment - flag CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£6.50</b>
L Evans Repayment - competition prizes CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£21.25</b>
L Evans Repayment - personalised seed envelopes CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£18.77</b>
L Evans Repayment - cupcake toppers CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£11.36</b>
L Marchant Repayment - competition prizes CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£17.97</b>
G Champion Repayment Ink Cartridge	<b>Stationery</b>	<b>£15.49</b>
G Champion Repayment Posting Signed Deed	<b>Stationery</b>	<b>£3.10</b>
L Marchant Repayment - coins children's momentos CORONATION BUDGET	<b>Community Events: Coronation</b>	<b>£156.00</b>
<b>Total</b>		<b>£1753.71</b>

**Resolved:** It was agreed to approve the payments listed in the schedule above.

**Noted:** The Clerk has prepared new monthly monitoring sheets for the new financial year which reflect the agreed budget and allow the PC to track and monitor spend against the budget each month.

**10. Councillor Spending Return**

Reminder of process for Councillors Spending Returns and the deadline for this (1 June 2023).

**Resolved:** The Clerk ran through the process and agreed to send the relevant form via email after the meeting.

**11. Councillor Vacancy**

**Proposal:** agreement of next steps in co-option process.

**Resolved:** The Chair informed the PC that there will be a vacancy from May as Cllr L Marchant has decided not to re-stand for election. The Chair noted the PC's thanks to Cllr Marchant for all of her hard work as a Councillor.

**12. Artificial Lights**

Update on progress and any further proposals.

**Noted:** Southern Water. Clerk to chase for an update on this next week.

**Noted:** Brandshatch. The Chair noted that there was no further update as of yet. Cllr Fothergill notified the PC that the next Brandshatch Liaison meeting is due to take place on 16 May.

**Noted:** Canada Farm. It was discussed and agreed that Canada Farm Kennels were still a concern as the lights were extremely bright. It was agreed by all that another email should be sent in due course.

**St Mary's Church:** The Chair agreed to make contact with the church in relation to their lighting in the car park.

**13. Defibrillators**

AED training update. Use of FVH defibrillator alert.

**Proposal:** Purchase of new defibrillator pads for the defibrillator located at the Rising Sun at a cost of £87.00 (£72.50 ex VAT) from the miscellaneous budget.

<https://www.defibshop.co.uk/i-pad-sp1-adult-pads>

**Resolved:** It was proposed through the Chair to approve the purchase of new pads, seconded by Cllr Cherry. Clerk to order.

**Noted:** The Clerk informed the PC that an alert was received about a potential use of the defib at the village hall. The Clerk had checked over the defibrillator and updated the Circuit following this check. All is in order.

**14. Local Plan**

Update.

**Noted:** No further update was currently available, with the second Reg 18 consultation expected mid autumn.

**15. Neighbourhood Plan**

Update.

**Noted:** The Chair provided the PC with an update. The draft plan is currently being prepared and a projects list had been circulated to both the Steering Group and the Parish Councillors for their review, which is intended to provide a guide to prioritise effort and funds.

**16. HIP Meeting**

Feedback from meeting with KCC Community Engagement Office and an update in relation to a mirror replacement at the bottom of Speedgate Hill.

**Noted:** The Chair passed on feedback received from KCC. A mirror has not been authorised.

Members agreed to monitor the vegetation at this junction and to contact the land owner about this is, if required, to help with the sight lines. The PC still awaits further updates on other items raised at the HIP meeting.

**Noted:** Small Grains. The Chair recapped SDC's responses so far. It was agreed that the PC would email WKHA asking what their rules are on parking. It was also agreed that the Clerk would post a note to all Small Grains houses politely asking residents to protect the green when parking. The Chair also informed the PC of the option for a transport consultant to produce a parking design to submit to SDC. All were in agreement that it would be a good idea to pursue.

**17. FVH Car Park Repair**

Proposed: to discuss pothole in Village Hall car park and assess any quotes received for the repair of this.

**Noted:** Item moved to next meeting once all quotes have been received.

**18. Asset Register**

To review the assets on the register, ready for sign off at the annual council meeting in May.

**Noted:** The Clerk reminded all Councillors to submit their comments via email as soon as possible.

**19. Community Events:**

**His Majesty The King's Coronation** - update on plans and next steps.

**Noted:** The Clerk gave a brief update on what had been done and what was still needed.

**20. Chair and Councillors reports:**

To note any items not listed on the agenda.

**Noted:** The Chair asked the Clerk to contact KCC to retrieve an indication of costing for the school footway railing.

**21. 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 cannot guarantee inclusion on the proposed agenda.

Small Grains Parking Design Quote

**22. Date of Next Meeting:**

To note the next Parish Council meeting is being held on **Thursday 18th May at 7:30** at Fawkham Village Hall.

**23. Confidential Item - Planning/ Planning Enforcement:**

Proposal: to review, update and agree actions for cases.

**Resolved:** A number of items were discussed and actions agreed.

**The meeting closed at 21:46.**