

FAWKHAM PARISH COUNCIL

Minutes of the Fawkham Parish Council meeting of held at Fawkham Village Hall, on Thursday 15 June 2023 at 19.30pm to transact the following business.

Grace Champion
Clerk to Fawkham Parish Council

Members of the Parish Council:
Cllr Laura Evans (Chair), Cllr Will Johnstone, Cllr James Cherry & *two councillor vacancies*

AGENDA

1. Apologies for Absence

None.

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: 4 members of public were in attendance including Fawkham & West Kingsdown's new District Councillor, Sean Malone, who was welcomed to the meeting.

4. Planning Applications:

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

(1) SE/PA/23/00118 - Chimmens Solar Farm Land At Speedgate Farm Mussenden Lane, Horton Kirby Kent

EIA screening opinion request

Consultation deadline: 3 June 2023

Responded to via delegated authority on 2 June 2023.

Noted: At this stage in the process, FPC commented via delegated authority on 2 June to not commit to their stance on this application although did request that SDC considers the cumulation of environmental impacts when giving their EIA screening opinion, given the close proximity of the Horton Wood solar farm (for which planning permission has been granted) and the location of Horton Wood, an Ancient Woodland with Local Wildlife Site status, in between them.

Noted: It was also noted that two parish councillors will be attending a Microsoft Teams call on 28 June 2023 with the Chimmens Solar Farm Community Relations Team and other local Parish Councils.

(2) 23/01164/FUL - Storage Unit Adjacent Workshop A1 Orchard Farm Fawkham Road Fawkham Kent DA3 7BJ

The demolition of the existing buildings and the construction of 8 new homes and associated landscaping, access, car and cycle parking and refuse and recycling provision.

Consultation deadline: 7 June 2023

Responded to via delegated authority on 5 June 2023.

Noted: The Chair noted that an informal public meeting had been held on the evening of 24th May with around 15 members of the public in attendance. It was noted that 12 public comments had now been made on SDC's website, all opposed to this application as well as HK&SD Parish also opposing.

Noted: FPC objected to this application via delegated authority on 5 June primarily due to the proposals relating to highway changes/transport issues. FPC's comments were split into those relating to the new homes and those relating to the highways changes/transport issue and noted the very well-attended residents' meeting and the strong view from residents that the highways changes proposed were not supported.

(3) SE/23/01334/LDCEX - Canada Farm Kennels, Canada Farm Road, South Darenth, Kent DA4 9LA

Confirmation that composite use of land comprising residential, cattery and kennels (sui generis) is lawful.

Consultation deadline: 8 June 2023

Responded to via delegated authority on 5 June 2023.

Noted: FPC objected to this application via delegated authority on 5 June. The red site boundary included a large field to the north west of the bungalow, marked on the Existing Block Plan as "exercise area 5 and garden". However, FPC felt this area did not appear to be in use either as garden for the bungalow, nor in connection with the kennels. FPC also noted that there are no structures or equipment shown in the aerial photos related to residential use and its use to exercise dogs from the kennels (as opposed to domestically owned dogs) seemed unlikely.

(4) SE/23/01363/LDCPR - Greenacre Valley Road Fawkham Longfield Kent, DA3 8NA

Change of use of residential dwelling into children services supported accommodation/residential care.

Consultation deadline: not known

Noted: The Chair noted that as this application is for a lawful development certificate, FPC is not an official consultee. It was noted that the neighbours had not been officially consulted and that this process would be checked. A brief summary of the application was given and the members of the public in attendance gave their thoughts and concerns in relation to the application. It was agreed that there was a need for such homes but this did not seem like an appropriate location due to the lack of local amenities/activities and the safety of the children in relation to the road. All were in agreement to object to this application.

5. Planning Decisions:

To note planning decisions received from Sevenoaks District Council:

23/00547/FUL - Land Opposite Fawkham Village Hall Valley Road Fawkham. *Construction of a new vehicular and pedestrian access with fence, gate piers and associated landscaping. Relocation of existing fencing. WITHDRAWN*

23/00980/FUL - Stables North East Of Brands Hatch Hotel Brands Hatch Road, Fawkham. *Demolition of existing stable block and replacement with 3no. bedroom dwelling with associated works. REFUSED*

22/03424/REM - Former Depot North Of Salts Farm Fawkham Road Fawkham. *Reserved matters (Appearance, Landscaping, Layout, Scale) pursuant to condition 1 of 22/01550/MMA for the erection of 26 dwellings with some matters reserved.* **GRANTED**

Noted.

6. Approve Minutes:

Proposed: To approve as a correct record the minutes of the Annual Council Meeting held on Thursday 18th May 2023, as attached.

Noted: It was proposed through the Chair that the minutes be approved and signed by the Chair, seconded by Cllr Cherry.

7. Matters Arising:

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

- **Noted:** Baldwin's Green – Cllr L Evans noted that no further update had been received yet.
- **Noted:** FPC salt bins. Cllr L Evans confirmed that KCC are unable to adopt the salt bin at Fawkham Green Road. Cllr Johnstone agreed fill the bin in October. The Chair agreed to inform KCC Cllr D. Brazier.
- **Noted:** Small Grains. The Chair informed the PC that the pile of garden waste had been removed at Small Grains. Clerk to chase installation of the new litter bin and the cutting of the hedge.
- **Noted:** Artificial lights at Brandshatch – Dst Cllr Harrison had advised that she was chasing this and would provide an update at the next meeting. Cllr Johnstone agreed to speak to the school about their lights.
- **Noted:** School Footway – Cllr L Evans noted that KCC had confirmed that they do not have any budget to put towards making the footway safer. KCC have confirmed that they will instruct the West Kent Improvement team to assess the footway for safety issues. Clerk to ask KCC when this will be taking place and if they would like FPC to attend.
- **Noted:** Flytipping at Wilmay Copse – Chair agreed to chase this with Dst Cllr Harrison.
- **Noted:** Replacement Road Name Signs – The Clerk agreed to request a quote for the cost of replacement signs to be considered.

8. Finance Approval

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

Fawkham Parish Council 15th June 2023 Payment List			
Date	Payee/For	Budget taken from	Amount
15/06/23	Clerk Salary - G. Champion Includes FVH Hours Inv5 £221.25	salary/TAX/NI	£586.03
15/06/23	Clerk HMRC Tax & NI payment	salary/TAX/NI	£146.40
15/06/23	L Evans Repayment - Zoom - Jan-May Invoices	MISC	£62.95
15/06/23	GTA Civils & Transport Small Grains Car Park Design	NPLAN	£738.00

15/06/23	RH Gardening Services 3 Sites (May) Grounds Maintenance	Grounds Maintenance	£210.00
15/06/23	RH Gardening Services Small Grains Grounds Maintenance	Grounds Maintenance	£125.00
15/06/23	RH Gardening Services Grounds Maintenance General & school Path	Grounds Maintenance	£200.00
15/06/23	Repayment to Clerk Memory Stick Amazon	MISC	£5.99
15/06/23	Repayment to Clerk Posting Audit Documentation	Stationery	£5.39
	Total		£2079.76

Resolved: It was agreed to approve the payments listed in the schedule above. Signed by the Chair and Cllr Johnstone.

9. Year End Accounts and Audit Review 2022-23

- Proposed:** To consider the Internal Auditor's Report for the year ending 31 March 2023.
Noted: This item was moved to the July's meeting as the report had not yet been returned from the Internal Auditor.
- Proposed:** To approve the Annual Governance Statement for 2022-23, Section 1 of the AGAR for the year ending 31 March 2023. The Chair of the meeting and the Clerk to sign and date PLUS minute reference AND to confirm or not that the Council has published the required Transparency Code information on the Council's website and is up to date.
Resolved: The Council considered and approved the Annual Governance Statement for 2022- 23. The Chair and Clerk signed and dated the Statement on behalf of the Council.
- Proposed:** To approve the Accounting Statements for 2022-23, Section 2 of the AGAR for the year ending 31 March 2023 and the supporting Bank Reconciliation as at 31 March 2023 and if necessary, the explanation of the significant variations from last year (2021-22) to this year (2022-23). The Chair of the meeting to sign and date PLUS minute reference.
Resolved: the Council considered and approved the Accounting Statements and supporting documents as provided by the Responsible Financial Officer who had prior to the meeting signed and dated Section 2 of the AGAR for 2022-23. The Chair signed and dated the Accounting Statement on behalf of the Council.
- Proposed:** To note the proposed dates for the Exercise of Public Rights as selected by the Council's Responsible Finance Officer.
Noted: The Clerk advised that the dates for the Exercise of Public Rights had been set as 15 June – 26 July and that these had been published.

10. Asset Register

Proposal: to sign off asset register for 2023.

Resolved: All were in agreement and the asset register was signed off. It was agreed that a date in September would be scheduled to do some small maintenance jobs, including noticeboards (handle, painting & varnishing), bush around electricity cupboard & painting & varnishing of the cupboard's doors & village green benches.

It was also noted that the Asset Register would be reviewed when preparing the budget for

2023/24. **Noted:** Cllr Johnstone agreed to make contact with Alltree Consultancy regarding the safety inspection of, and work to, the trees on the village green. Clerk to send on details.

11. Councillors Vacancies

Update.

Noted: The Clerk confirmed that the advert had been published on the noticeboards, website and Facebook Page although no applications resulted from that. However, two residents have agreed to join the Parish Council.

12. Neighbourhood Plan

Update on progress and timeline for next steps.

Proposal: FPC to agree to the draft Regulation 14 Neighbourhood Plan document (subject to the outcome of the SEA screening process), along with its supporting evidence base, on which formal consultation will be undertaken in accordance with requirements.

Resolved: Draft Regulation Plan agreed by all. FPC are due to hear back from SDC by 29 June regarding the SEA screening requirement. The Chair confirmed that the consultation period would then run from 3 July – 14 August and that 2 drop-in sessions will be taking place on 5 July and 15 July. The plan will be sent to a number of statutory consultees, plus neighbouring parishes and a number of other interested parties.

Noted: The Chair reminded all to post leaflets publicising the consultation to addresses they had been given, and that posters and banners will be displayed around the Parish.

Noted: The Chair noted that the Neighbourhood Plan Steering Group had a stall at the church fete on 26 June to publicise the consultation.

Noted: The Chair provided Dst Cllr Malone with a brief summary of Fawkham's Neighbourhood Plan.

13. Chair and Councillors reports:

To note any items not listed on the agenda.

Noted: It was noted the Chair would take the Dst Cllrs on a tour of Fawkham on Friday 16 June.

14. 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.

None.

15. Amendment of dates for meetings for the forthcoming year 2023/2024 to be agreed:

13 July 2023

31 August 2023

14 September 2023

5 October 2023

2 November 2023

7 December 2023

4 January 2024

1 February 2024

7 March 2024

4 April 2024

Noted: Clerk to update website with amended dates.

16. Date of Next Meeting:

To note the next Parish Council Meeting is being held on **13 July 2024** at **Fawkham Village Hall**.

Noted.



17. Confidential Item - Planning/ Planning Enforcement:

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

Resolved: The Council resolved to hear the item in a confidential session due to the nature of the content. Cases were discussed and actions agreed.

Meeting closed at 21:08.