

# FAWKHAM PARISH COUNCIL

Minutes of the **Fawkham Parish Council** meeting held at **Fawkham Village Hall**, on **Thursday 31<sup>st</sup> August 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 James Cherry (Vice Chair), Cllr David Mansfield, Cllr Lucie Sleeman and Cllr Will Johnstone.

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## **AGENDA**

### **1. Apologies for Absence**

None.

### **2. Councillor Vacancies**

**Proposal:** Co-option of Lucie Sleeman.

**Resolved:** Lucie Sleeman was co-opted and signed her declaration of acceptance, which was countersigned by the Clerk. The Chair welcomed Cllr Sleeman back to the Council.

### **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 L Evans declared a pecuniary interest in a repayment 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.

**Noted:** Cllr J Cherry declared an interest in item 11 due to his wife's employment with KCC children's services.

**Noted:** Cllr L Sleeman declared an interest in planning item 10 due to it being a neighbouring property.

### **4. 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:** Dst Cllr S. Malone was in attendance. Apologies had been received from Dst Cllr E. Bullford.

### **5. Planning Applications:**

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

(1) **23/01892/LDCPR - Green Farm Valley Road Fawkham Longfield Kent DA3 8NL**  
*Erection of garden room*  
**Responded via delegated authority on 31 July 2023. It was noted that this has now been GRANTED.**

(2) **SE/23/01925/DETAIL - Fawkham Manor, Manor Lane Fawkham, Kent DA3 8NH**  
*Details pursuant to condition 15 (management plan for ancient woodland) of 21/00695/FUL.*  
**Consultation deadline: 04 August 2023. Noted that no response was made.**

- (3) **23/01876/FUL– The Annexe Hillside Valley Road Fawkham Longfield Kent**  
*Demolition of existing property and outbuildings and erection of replacement dwelling*  
**Consultation deadline: 10 August 2023**  
Responded via delegated authority on 31 July 2023. Noted.
- (4) **23/01164/FUL - Storage Unit Adjacent Workshop A1 Orchard Farm Fawkham Road Fawkham Kent DA3 7BJ (AMENDED APPLICATION)**  
*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: 10 August 2023**  
Responded via delegated authority on 10 August 2023. Noted. It was also noted that a site visit to discuss the proposed highways changes had been made by Cllrs Evans and Mansfield, together with Dis Cllr Malone.
- (5) **23/01927/FUL - Gay Dawn Farm Pennis Lane Fawkham Kent DA3 8LY**  
*Demolition of one barn and the part-demolition and conversion of three barns to form nine self-contained dwellings with associated parking, private gardens and landscaping.*  
**Consultation deadline: 11 August 2023**  
Responded via delegated authority on 11th August 2023. Noted, It was also noted that a public meeting, which was well attended, was held earlier in August to discuss this application.
- (6) **23/02034/HOUSE - Gabriels Sun Hill Fawkham Longfield Kent DA3 8NU**  
*Proposed re-building of a collapsed existing flint and brick retaining wall adjacent to the dwelling and provision of new retaining wall for bin store area adjacent to parking area together with gates and fence to access from Sun Hill to the parking area.*  
**Consultation deadline: 14 August 2023**  
Responded via delegated authority on 31 July 2023. Noted.
- (7) **23/01246/FUL - Land South Of Horton Wood Mussenden Lane Horton Kirby Kent Development**  
*Placement of a static caravan on new hard standing with safety anchor lines. Installation of septic tank and free standing generator.*  
**Consultation deadline: 29 August 2023.** The amended application was discussed and it was **RESOLVED** to advise SDC that the previous **OBJECTION** and comments remained unchanged.
- (8) **23/02091/FUL - Stables North East Of Brands Hatch Hotel Brands Hatch Road Fawkham Kent DA3 8PD**  
*Demolition of existing stable block and replacement with 3no. bedroom dwelling with associated works including post and rail fencing*  
**Consultation deadline: 5 September 2023.** The application was discussed and it was **RESOLVED** to **OBJECT** on the basis of the external lighting being excessive in a rural open countryside setting.
- (9) **23/01868/FUL - Horton Wood, Mussenden Lane, Horton Kirby - Storage building**  
**Consultation deadline: 14 September 2023.** The application was discussed and it was **RESOLVED** to object on the basis of harm to the Green Belt and lack of buffer for the Ancient Woodland.

6. **Planning Decisions:**

The following planning decisions received from Sevenoaks District Council were NOTED:

- Former Depot North Of Salts Farm Fawkham Road Fawkham Kent DA3 7BJ:
  - 22/03614/DETAIL - *Approval of Details pursuant to condition 19 (electric vehicle charging) of 22/01550/MMA. GRANTED*
  - 22/03619/DETAIL - *Approval of Details pursuant to condition 25 (Ancient woodland safeguarding) of 22/01550/MMA. GRANTED*
- 23/01334/LDCEX - Canada Farm Kennels Canada Farm Road South Darenth Kent DA4 9LA. *Lawful Development Certificate Existing Confirmation that composite use of land comprising residential, cattery and kennels (sui generis) is lawful. GRANTED*
- 23/01363/LDCPR - Greenacre Valley Road Fawkham Longfield Kent DA3 8NA. *Lawful Development Certificate Proposed Use of residential dwelling into children services supported accommodation/residential care. GRANTED*
- 23/01590/DETAIL - Land South Of Fawkham Manor Farm Manor Lane Fawkham Longfield Kent DA3 8ND. *Approval of Details pursuant to condition 5 (storage and disposal of manure) of 22/02421/FUL. GRANTED*
- 22/03195/FUL - Land South Of Horton Wood Mussenden Lane Horton Kirby. *Erection of 2 x Barns for animal housing with hardstanding. REFUSED*

**Noted:** All decisions were noted. The Chair informed the PC that no further update had been received as of yet for Greenacre. Cllr Malone confirmed he had been in contact with KCC Cllr D Brazier and the Portfolio Head at KCC in relation to Greenacre and was doing all he could to find some answers.

## 7. Planning Framework Overview

**Noted:** The Chair provided a brief summary of the planning framework overview.

## 8. Approve Minutes:

Proposed: To approve as a correct record the minutes of the Council Meeting held on Thursday 13<sup>th</sup> July 2023, as attached.

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

## 9. Matters Arising:

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

- **Noted:** Baldwin's Green – Cllr L Evans noted this item had now been reopened and KCC Cllr D Brazier was looking into if any of the original bricks had been stored.
- **Noted:** Small Grains. The Clerk informed the PC that she had contacted SDC in relation to moving the bin again but hadn't heard anything back as of yet.
- **Noted:** Artificial lights at Brandshatch – The Chair informed the PC of an update from Dst Cllr Lynda Harrison. The lights have been altered and re directed to face downwards and timers have been changed so that they are on for shorter period of time. It was agreed this would be monitored over the winter period as it gets darker.
- **Noted:** School Footway – There was no further update on this item. The Chair suggested that this may be an item to consider putting forward in future for a request to the CIL Spending Board.
- **Noted:** Flytipping in field next to Wilmay Copse – Cllr L Sleeman agreed to contact Mark Ansdell to try and progress this issue further and cc Dst Cllr S Malone.

- **Noted:** Pothole, FVH – the Chair informed the PC that the current quote only stands when a larger local job is underway as FPC’s job is so small. All agreed to try and find other companies who were willing to carry out the work.
- **Noted:** Training – The Clerk agreed to resend Cllr L Sleeman future dates for the Dynamic Councillor training and book Cllr D Mansfield onto his chosen date in October.
- **Noted:** DDay – A discussion was had over the possibilities for the event and it was agreed that all Cllrs would consider further and a decision would be made at September’s meeting.

**10. Street Naming: Salts Farm Development – new road proposal**

**Proposed:** to discuss and agree options for naming the new road within the Salt Farm Depot development to submit to SDC.

**Resolved:** After discussion, the Cllrs all came to the agreement of the following new road name suggestions: The Halt, Coalmans Yard and Crouch Mews. The Clerk agreed to send these suggestions to SDC.

**11. KCC Public Consultations: Kent Community Warden Service Review, Kent Family Hub Services Public Consultation and Kent & Medway Partnership Domestic Abuse Strategy 2024-2029**

**Proposed:** To discuss and agree if FPC would like to submit any comments in relation to the above.

**Resolved:** It was agreed that Cllr Sleeman would look at the Community Warden Service Review and report back to September’s meeting, with a view to agreeing a response. It was also agreed that the details of the two other consultation would be added to FPC’s Facebook Page and shared to the community group so residents could voice their opinions on the suggested changes. Clerk agreed to action this.

**12. Dartford Local Plan**

**Proposed:** Discussion and decision to be made as to FPC’s response on the proposed main modification to the Dartford Local Plan Consultation. Comments deadline 25 September 2023.

**Resolved:** It was agreed that FPC had no comment to submit at this stage.

**13. Brandshatch Liaison Group**

- **Proposed:** Discussion and agreement of new FPC representative going forward.
- Update from last meeting.

**Resolved:** The Chair informed the PC of a local resident who is an existing member of the liaison group had agreed to represent the PC and report back after meetings. All were in agreement with this proposal and were thankful to the resident for kindly offering. It was noted that there was no update from the last meeting as no representative had attended.

**15. Finance Approval**

Expenditure and Income - details were tabled for approval.

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

| Date     | Payee/For                               | Budget taken from   | Amount  |
|----------|---|---|---------|
| 31/08/23 | Karim Diamond<br>Audit Services Invoice | KALC + CPRE mem, Ins fees,<br>Audit, Safe cust & ICO fees | £177.75 |

|          |  |   |                 |
|----------|--|---|-----------------|
| 31/08/23 | Repayment L. Evans<br>Nplan Banner<br>NPLAN BUDGET                     | <b>Nplan</b>  | <b>£39.96</b>   |
| 31/08/23 | Repayment L. Evans<br>Nplan Flyers<br>STATIONERY BUDGET                | <b>Stationery</b>   | <b>£26.37</b>   |
| 31/08/23 | L Evans Repayment - delivery charge<br>STATIONERY BUDGET               | <b>Stationery</b>   | <b>£4.99</b>    |
| 31/08/23 | RH Gardening Services<br>Small Grains Inv 46                           | <b>Grounds Maintenance</b>  | <b>£250.00</b>  |
| 31/08/23 | RH Gardening Services<br>3 Sites (July)<br>Grounds Maintenance INV 069 | <b>Grounds Maintenance</b>  | <b>£315.00</b>  |
| 31/08/23 | Clerk Salary - G. Champion   | <b>salary/TAX/NI</b>  | <b>£408.78</b>  |
| 31/08/23 | Clerk HMRC Tax & NI payment  | <b>salary/TAX/NI</b>  | <b>£102.40</b>  |
| 31/08/23 | Parish Online Invoice  | <b>KALC + CPRE mem, Ins fees,<br/>Audit, Safe cust &amp; ICO fees</b> | <b>£57.60</b>   |
|          | <b>Total</b>   |   | <b>£1382.85</b> |

**Noted:** The Clerk noted that the PC needed to buy a new mobile phone as its current one was no longer working. All agreed that a budget of £25.00 would be sufficient. It was noted that the required steps to update the bank mandate and payment facility were being taken following the co-option of two new Cllrs.

**16. Year End Accounts and Audit Review 2021-22**

**Proposed:** To consider the External Auditor's Report for the year ending 31 March 2023.

**Noted:** The External Auditor's Report had not yet been received. The Clerk is addressing some queries raised by the Auditors.

**17. Neighbourhood Plan**

Update and next steps.

**Noted:** The Regulation 14 consultation closed on 14th August. Forty two people attended the two exhibitions in July, and 73 questionnaires were received, alongside comments from statutory consultees including SDC and KCC, plus others including the Woodland Trust. All comments will be reviewed and responded to in due course. The next Steering Group meeting is 21st September. An ecologist visited the Parish in early August and is preparing a short report, part of the cost of which will be met by the GoFundMe appeal which raised £240.

**18. Local Plan**

Update.

**Noted:** A short update on next steps was given: a second Reg 18 consultation covering Green Belt sites is expected in November.

**19. Asset maintenance**

Discussion of date(s) to carry out maintenance of various assets including benches and noticeboards. **Resolved:** It was agreed that: Cllrs will arrange a date to undertake maintenance work on benches and noticeboards; quotes will be sought for work noted in the recent report on the trees on the village green; RH Services will be asked to clear the growth under the Christmas tree, now visible following the raising of the tree's 'skirt'.

**20. Remembrance Sunday – Fawkham Service**

Date and time agreed by church. Road closure discussion. Order of service to be discussed and agreed. **Resolved:** Clerk will look into a road closure for this; Cllr Sleeman will liaise with the church regarding a different choice of hymn; it was agreed to purchase a wreath with a donation as in previous years (total cost £70).

**21. Chair and Councillors reports:**

To note any items not listed on the agenda.

**Noted:**

- A traveller's ride out had passed through the Parish on the August bank holiday weekend, stopping at the village green.
- The damaged sign at the bottom of Scudders Hill had been replaced, but with different signs - this will be queried with the Highways Steward.
- The Clerk will follow up with SDC on replacing the road name sign which was also demolished in the car accident
- The electricity contract for the village green/Christmas tree is up for renewal. Clerk to obtain quotes to table at a future meeting.

**22. 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.

Noted: Defra's consultation on protecting hedgerows will be tabled in the next agenda.

**23. Date of Next Meeting:**

To note the next Parish Council Meeting is being held on **14 September 2023 at Fawkham Village Hall.**

**24. 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: 21:35.