

FAWKHAM PARISH COUNCIL

Minutes of the **Fawkham Parish Council** meeting held at **Fawkham and Hartley Church Centre, Ash Road, Hartley**, on **Thursday 30th November 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

AGENDA

1. **Apologies for Absence**
Noted: Cllr D Mansfield (prior commitment).
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 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.
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: Dst Cllr L Harrison was in attendance. Apologies were received from Dst Cllr E Bulford and Dst Cllr S Malone.
4. **Planning Applications:**
To agree the Parish Council's responses to the following planning applications:
 - **SE/23/03251/DETAIL** - Former Depot North Of Salts Farm, Fawkham Road Fawkham, Kent DA3 7BJ
Details pursuant to condition 16 (parking) of 22/01550/MMA
Consultation deadline: 7 December 2023
Noted: The application was discussed briefly and it was agreed by all that FPC had no further comments to make.
 - **APPEAL: 23/00092/RFPLN** - Horton Wood, Mussenden Lane, Horton Kirby, Kent
Refusal of Planning Permission
Noted: The Chair noted an appeal that had now been submitted in relation to the above site.
 - **Noted:** The Chair also noted and summarised another planning application that had been received:
23/03358/HOUSE - Parefield Farm Valley Road Fawkham Kent DA3 8NA. Proposed replacement single storey outbuilding store. Due to the timing of the application, all councillors

were in agreement to respond to this application via delegated authority to the Clerk. The application was discussed and all were in agreement that no objection would be made but FPC would rely on SDC to ensure it conforms with the Green Belt SPD in terms of size, grouping, etc. If planning permission is granted FPC will request that a condition requiring use to be incidental to the main dwelling, to prevent future conversion into an annexe, given the existing annexe at the site.

5. Planning Decisions:

To note planning decisions received from Sevenoaks District Council:

- 23/01868/FUL – Horton Wood Mussenden Lane Horton Kirby. *Storage building*. **REFUSED**.
- 23/01164/FUL - Storage Unit Adjacent Workshop A1 Orchard Farm Fawkham Road. 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. **GRANTED**

All decisions were noted.

6. Approve Minutes:

Proposed: To approve as a correct record the minutes of the Parish Council Meeting held on Thursday 2nd November 2023, as attached.

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

7. Matters Arising:

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

- **Noted:** The Chair noted that the Remembrance Service held on 12 November went well.
- **Noted:** The Chair also noted the upcoming Christmas tree light switch on. It was agreed that any leftover chocolate would go to the Community Cupboard.
- **Noted:** An electricity inspection had now taken place at the electricity cupboard on the village green. The Chair noted that two new outdoor sockets are needed to comply with regulation. All were in agreement to get a quote for the works.
- **Noted:** Replacement Road Name Signs –Scudders Hill sign still awaiting replacement which the Clerk hoped would be soon.
- **Noted:** The clerk noted that she still had not received a quote from the ground maintenance in relation to tidying under the Christmas tree and would chase this.
- **Noted:** Baldwin's Green – The Chair confirmed that work should have commenced today and for all to keep an eye out for this starting.
- **Noted:** Artificial lights at Brandshatch – no further update had been received. Dst Cllr Harrison agreed to chase on this.
- **Noted:** School Footway – The Clerk confirmed that she had still not heard anything further.
- **Noted:** Flytipping in field next to Wilmay Copse – Dst Cllr Harrison agreed to find past communication to forward on. Cllr Sleeman also agreed to speak with Mark Ansdell to see if he was able to forward on a copy of this.
- **Noted:** CIL Salts Farm – the CIL figure for Salts Farm had now been received by the Clerk. It was agreed that the CIL list would be reviewed in the New Year.

8. Neighbourhood Plan - update.

Noted: The Chair noted that the steering group were working on amendments to the Plan following the Regulation 14 consultation, to be signed off by FPC in Feb/March.

Noted: The Chair informed the PC that she had contacted the landowner in relation to the "permissive path" from Brands Hatch Road to Saxten and Cages Wood. The landowner apologized but due to its current use it is not possible to do this. They agreed to keep the idea in mind.

9. Local Plan - update.

Noted: The Chair confirmed that Hartley PC will be working with FPC and will use the planning consultant collectively to keep costs to a minimum.

Noted: The Chair noted that SDC's Reg 18 consultation is now underway and information on this is on both our website and Facebook. An overview was given of the sites which had been put forward by landowners, although none has been proposed for allocation in the Local Plan by SDC.

10. Kent & Medway Local Nature Recovery Strategy:

Proposed: to register FPC's interest in the *Making Space for Nature* project and hear about opportunities to get involved in the Strategy's development

Resolved: All were in agreement to register FPC's interest given the alignment with Policies within the draft Neighbourhood Plan.

11. Finance Approval

(a) Expenditure and Income - details to be tabled. Approval of cheques and payments (b) update on bank mandate/cards (c) update on Clerk pay scale and approval of additional hours to be paid for FVH admin

Payment list summary 30 November 2023			
Date	Payee/For	Budget taken from	Amount
30/11/2023	Clerk HMRC Tax & NI payment	Salary / Tax / NI	£190.40
30/11/2023	Clerk Salary - G. Champion - Including Backdated Pay & FVH admin hours INV06	Salary / Tax / NI	£761.47
30/11/2023	Repayment to Clerk Selection Boxes COMMUNITY EVENTS	Community Events	£29.70
30/11/2023	L.EVANS REPAYMENT - FPC Phone Lebara Oct-Nov PHONE BUDGET	Phone	£10.00
30/11/2023	FVH Invoice 071 Annual Hall Hire for 23/24	Hall Hire	£264.00
30/11/2023	RH Gardening Services Grounds Maintenance V Hall clearance & final leaf clear INV 074	Grounds Maintenance	£215.00
30/11/2023	RH Gardening Services 3 Sites (November) Grounds Maintenance	Grounds Maintenance	£210.00
	Total		£1680.57

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

Noted: the new national pay scale for the Clerk was noted

12. Salt bins: update.

Noted: Cllr Johnstone confirmed that the salt bin at Fawkham Green Road now contains a supply of salt from the KCC delivery.

13. Maintenance Contract: update

Noted: The specification was reviewed and a few minor amends were made. The Clerk agreed to pass this on to the grounds contractor. It was agreed that prices for the current contractor would be reviewed before sending it elsewhere.

14. Yearly Budget Review/Proposal: to review the draft budget for 2024/25

Noted: The budget was reviewed and summarised by the Chair. The Clerk agreed to make some changes/input final information before the next meeting.

15. Highways Improvement Plan:

Proposed: to consider preparing a new HIP for submission to KCC to include unresolved items from last year's HIP prepared Sept 22 and new items, including the safety of the footway to the school.

Noted: The current HIP was discussed. A few other issues were raised and it was agreed that this would be discussed in more depth at the next meeting. The Chair agreed to put together a first draft.

16. Chair and Councillors reports: to note any items not listed on the agenda.

Noted: The Chair noted that she attended a NALC planning seminar and that she would circulate her notes by email.

Noted: The Clerk raised a KCC flood risk management strategy consultation email which had been received. All agreed that FPC would not respond to this.

Noted: The Clerk noted an email received from Devon Road Surgery which set out the process of a proposed merger with Braeside Surgery. It was agreed the Clerk would respond asking to be invited to any further meetings and cc in WK Clerk.

17. 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.

18. Date of Next Meeting:

To note the next Parish Council Meeting is being held on **4 January 2024** at a location to be confirmed.

19. 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. The Clerk agreed to send over a priority list to the



District Councillors including the latest update from planning enforcement for each case respectively.

Meeting closed: 20:55