

FAWKHAM PARISH COUNCIL

Minutes of the meeting held at 7 pm
on Thursday 16 April 2015, in the Village Hall, Fawkham

Present:

Councillor Blacker

Councillor Hollands

Councillor Moss (chairman)

Councillor Parkin

Councillor Takk

Also in attendance: Community Warden Jackie West and a parishioner.

- 45/2015 APOLOGIES FOR ABSENCE
There were none.
- 46/2015 DECLARATIONS OF INTEREST
Cllr Parkin declared an interest in all matters relating to planning applications by virtue of being a member of the Development Control Committee at Sevenoaks District Council.
- 47/2015 MINUTES OF PREVIOUS MEETING
It was proposed by Cllr Hollands, seconded by Cllr Parkin, and AGREED that the minutes of the meeting held on 20 March, 2015 were correct, and they were signed by the Chairman.
It was proposed by Cllr Hollands, seconded by Cllr Blacker, and AGREED that the minutes of the meeting held on 21 March, 2015 were correct, and they were signed by Cllr Blacker (who had been Chairman for that meeting).
- 47A/2015 JACKIE WEST, COMMUNITY WARDEN, KCC
Because Jackie West, Community Warden, KCC had attended, the Chairman invited an update. Jackie noted that she had prepared a report for the Annual Parish Meeting in May so would not repeat those updates at this meeting. There was a discussion of security marking devices that could be made available to parishioners, and of activities undertaken following burglaries.
- 48/2015 NEW NOTICEBOARDS - UPDATE
The Clerk noted that once the application for advertisement consent had (hopefully) been approved, he was ready to place the order and confirm installation.
- 49/2015 CAR PARKING AT VILLAGE HALL - UPDATE
(a) usage (letter to residents etc)
The Clerk had circulated the letter the previous weekend. No comments had yet been received from parishioners.
It was agreed that the letter is also sent to Moat Housing.
(b) repainting of white lining (possible financial contribution from Moat Housing)
The Clerk was awaiting a response from Moat Housing on their possible financial contribution.
(c) risk disclaimer sign (consideration of detailed specification for procurement,

from KCS website)

It was agreed that the Clerk would consider details of signs available via the Kent Suppliers Catalogue, and suggest a few options to Councillors.

- 50/2015 POSSIBLE INSTALLATION OF AN AED AT THE RISING SUN PUBLIC HOUSE
- (a) Memorandum of Understanding
Cllr Takk had prepared a first draft and was due to see the landlord on 24 April. It was agreed that the Chairman would also attend that meeting.
- (b) Next steps, including proposed location
Final location was still being discussed with the landlord.
- (c) Selection of equipment to order
It was proposed by Cllr Blacker, seconded by Cllr Takk and AGREED that the Clerk orders the following equipment (recommended by the Gravesend Community First Response Team):
- iPad SP1 AED Package at £841.75 plus VAT
 - External DefibSafe cabinet at £590 plus VAT.
- 51/2015 LOCAL HOUSING NEEDS SURVEY (SDC)
It was proposed by Cllr Hollands, seconded by Cllr Blacker and AGREED that the draft letter proposed by SDC was suitable for use.
It was also agreed that the Clerk would enquire of SDC what the approximate rental of a three-bedroom semi-detached dwelling might be that would result from any such development.
- 52/2015 IMPLEMENTING THE NEW TRANSPARENCY CODE FOR SMALLER COUNCILS – ASSET REGISTER
It was proposed by Cllr Blacker, seconded by Cllr Moss and agreed that the asset register be published, subject to the Clerk adding the bicycle stand at the village hall. It was noted that the new noticeboard and AED would need to be added in due course.
Given that the bicycle stand was not currently being used very much, it was agreed that Cllr Takk asked the landlord of the Rising Sun pub at the meeting on the 24th whether he would be agreeable to relocating the bicycle stand near to the public house.
The Clerk would check the agreement that the Parish Council had entered into when KCC supplied the bicycle stand to see if there are any procedures that need to be followed in terms of relocation.
Other possible sites for relocation were:
- On the tarmac outside of the old post office
 - Between the salt bin and telephone box near to the village green
- It was noted that KCC owned the land for the alternative locations, and their permission would need to be sought if the bicycle racks were to be relocated there.
- 53/2015 ACTION SHEET
It was noted that KCC had agreed to address the road rain water run-off problem at Valley Road/ Scudders Hill, and that the defective warning sign at the CE Primary School had been fixed.
- 54/2015 GENERAL CORRESPONDENCE RECEIVED SINCE PREVIOUS MEETING
- (a) New Tourism Website (opportunities to Promote Local Areas), SDC

This was NOTED

(b) Public Consultation on Community Mental Health and Wellbeing Services in Kent, SDC

Because the survey appeared to be addressed to individuals, it was agreed that the Clerk would circulate it to parishioners on the Parish Council's email circulation list.

(c) Re: HM Government "Parliament in the Making" programme & Liberteas, SDC
This was NOTED

(d) Kent Police & Crime Commissioner - Police & Crime Plan - Updated Spring 2015, KALC

This was NOTED

(e) 70th anniversary of VE Day, SDC

This was NOTED

55/2015

PLANNING

(a) Planning applications subject to formal consultation with the Parish Council

- SE/15/00371/ADV – Land South of Junction of Brands Hatch Road, Fawkham Green Road, DA3 8NS, the erection of a two-bay traditional wood noticeboard.

Given this was the Parish Council's own application, it was AGREED to submit no response to the consultation.

(b) Other planning applications and decisions

- SE/14/03730/FUL – Retention of 8 static caravans for use as overnight accommodation, Eureka, Manor Lane, Fawkham, DA3 8ND, appeal against refusal by SDC made to Planning Inspectorate

This was NOTED.

56/2015

FINANCIAL MATTERS

(a) Treasurer's Account for 2014/15 – out-turn for 2014/15

The Clerk summarised the out-turn, published on the Parish Council's web site. Some of the expenditure due towards the end of the year had not been committed, such as the order of the noticeboard and AED. Thus the year-end balance, at over £8,500, was higher than had been anticipated.

(b) Treasurer's Account for 2015/16 (financial monitoring)

The Clerk noted that the forthcoming year had one-off commitments that would not be repeated in subsequent years, such as the cost of the AED and two noticeboards. So, whilst there was a projected overspend of around £1,100 in 2015/16, subsequent years would see income exceeding the currently known spending levels.

(c) Cheques to be signed

Cllr Parkin noted that she is a trustee for Rural Age Concern, but receives no financial benefit from them, thus did not have an "interest" in any decision as to whether to award them a donation. Even so, Cllr Parkin would not participate in any decision on the possible award of a donation to them.

It was proposed by Cllr Blacker, seconded by Cllr Hollands, and AGREED that the following cheques be signed:

- I. Parish Clerk Salary April 2015, £257.30 NET, Cheque Number 523
- II. Employer costs, to HMRC, for April 2015, for 19 May 2015 payment deadline, £170.20, Cheque Number 524
- III. Parish Clerk expenses for Q4 2014/15, £83.08 NET, Cheque Number 525
- IV. KALC membership for 2015/16, £252.62, Cheque Number 526
- V. Sevenoaks DC Dog Bin Emptying Jan to Mar 2015, £24.18, Cheque Number 527
- VI. Rural Age Concern, Darent Valley, Donation Out, £30.00, Cheque Number 528
- VII. Parish Clerk Salary April 2015, £257.30 NET, Cheque Number 523
- VIII. Employer costs, to HMRC, for April 2015, for 19 May 2015 payment deadline, £170.20, Cheque Number 524

It was NOTED that E-ON will be paid £21.29 by Direct Debit on 22 April 2015, for electricity supply at village green.

(d) Analysis of time recording of Clerk

There was a discussion on this.

57/2015

REPORTS FROM THE CHAIRMAN AND CLLRS

Cllr Moss noted that Brands Hatch had agreed that he could serve on their Liaison Group as a parishioner representative with the Parish Council retaining its formal nominee (subject to the Liaison Committee's agreement).

It was noted that the village sign near to White House Stables was damaged, and Jackie West agreed to report that to KCC.

The parishioner in attendance made observations in relation to Small Grains as follows:

- cutting of the grass was irregular and raised questions as to what the "schedule" of cuts ought to be
- the amenity land adjacent to Fawkham Green Road was being used to fly-tip

- refuse, largely materials suitable for garden recycling
- might it be possible to locate a recycling facility there?
 - the Small Grains street sign is damaged
 - the double yellow lines on the road have faded

It was AGREED that the Clerk would raise these comments with SDC on the parishioner's behalf.

Cllr Parkin gave an update on various planning matters being addressed at SDC.

58/2015

DATE OF NEXT MEETING

The Annual Parish Council meeting on 15 May 2015 would follow the Annual Parish Council meeting.