

FAWKHAM PARISH COUNCIL

Minutes of the meeting held at 6.00 pm
on Thursday 24 September 2015, in the Village Hall, Fawkham

Present:

Councillor Blacker

Councillor Gray

Councillor Parkin (Chairman)

Also in attendance:

Councillor Ian Bosley, Sevenoaks District Council

- 120/2015 APOLOGIES FOR ABSENCE
Jackie West, Kent Community Warden Service, had informed the Clerk that she would be unable to attend.
- 121/2015 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, and noted that nothing she might say at this meeting would limit her right to make representations to the SDC Development Control Committee based upon any new information that may be supplied to members serving on that Committee.
- 122/2015 MINUTES OF PREVIOUS MEETINGS
It was proposed by Cllr Blacker, seconded by Cllr Gray, and AGREED that the minutes of the meeting held on 23 July 2015 were correct, and they were signed by the Chairman.
- 123/2015 NEW NOTICEBOARDS – UPDATE
The Clerk noted that the new noticeboard to replace the one located on Fawkham Green Road (near to the village green) had been delivered, and the Clerk was awaiting an installation date from the appointed contractor.
- 124/2015 POSSIBLE INSTALLATION OF AN AED AT THE RISING SUN PUBLIC HOUSE - UPDATE
The Clerk noted that the completed draft Memorandum of Understanding had been sent to the landlord for comment. The Clerk had been able to complete a section on the inspection regime needed, following helpful comments provided by the Sevenoaks community first responder team.
- 125/2015 OUTCOME OF THE INTERNAL AUDIT FOR 2014/15
The Clerk noted the successful internal audit and that no items had been identified requiring the attention of the Parish Council.
- 126/2015 OUTCOME OF THE EXTERNAL AUDIT FOR 2014/15
The Clerk noted the successful external audit and that no items had been identified requiring the attention of the Parish Council.

127/2015

ACTION SHEET

The Clerk provided an update.

The Clerk was still awaiting a response from MOAT regarding a possible financial contribution to the white-lining of the village hall car park. Cllr Parkin was intending to arrange a meeting with MOAT housing.

Cllr Parkin would contact Guy Rollinson (Kent Police Community Speed Watch Support) to establish locations suitable for undertaking speed watch in the parish, once volunteers to help undertake the speed watch had been identified by Otford Parish Council.

The Clerk would contact Steep Hill school for an update on possible community education uses of a pond in the village.

No outdoor event had taken place at the Rising Sun public house in May 2015, but rather than delete the item from the Action Sheet, the Clerk was asked to establish whether the pub intended to hold any similar outdoor event in 2016.

128/2015

GENERAL CORRESPONDENCE RECEIVED SINCE PREVIOUS MEETING

(a) KCC Consultation: Kent Environment Strategy - deadline 25 September 2015, KCC

This was NOTED.

(b) KALC finance conference, 22 October 2015, 9:30 am - 4:30 pm, £72 inc vat
It was proposed by Cllr Gray, seconded by Cllr Blacker and AGREED that the Parish Council would fund the Clerks attendance at this.

(c) KALC, achieving CILCA in 2015, 6 + 13 + 27 November 2015, 10:00 am - 3:00 pm, 3 x £72 including vat
It was proposed by Cllr Gray, seconded by Cllr Blacker and AGREED that the Parish Council would not support the Clerks attendance at this stage.

(d) Fawkham housing needs survey report, SDC (report will be published on the Parish Council's website).

It was NOTED that the survey did not identify a need for affordable housing from people with a local connection to the parish.

(e) High speed broadband in village, enquiry from Parishioner

The Clerk outlined the comments made by a Parishioner regarding recent road closures in the village which had the apparent aim of improving broadband in the village, yet the poor quality of broadband in the village remains. Councillors agreed with these concerns, citing their own experience of poor broadband quality.

It was proposed by Cllr Blacker, seconded by Cllr Parkin and AGREED that the Clerk writes to BT Open Reach raising the above concerns and asking what can be done to improve broadband reliability in the village. The Clerk was asked to copy his email to Cllr Roderick Hogarth at Sevenoaks District Council, who has an interest in promoting rural broadband services.

(f) Salt bags for winter 2015/16, KCC

The Clerk had been informed that there was still a lot of salt in local storage following the recent relatively mild winters. It was proposed by Cllr Blacker, seconded by Cllr Gray, and AGREED that the Clerk would decline Kent County Council's offer of an additional salt bag for this winter.

(g) Transparency code for smaller authorities, bid for funding, KALC
The Clerk had circulated a draft bid. It was proposed by Cllr Gray, seconded by Cllr Blacker and AGREED that the Clerk submits the bid to KALC, with a view to recovering some of the cost of the Clerk's time implementing the Transparency Code and acquiring a Brother DCP-9020 CDW printer/scanner.

(h) Local wildlife sites, Kent Wildlife Trust
This was NOTED. The Parish Council does not own any of the sites in question.

(i) Highways and transportation survey 2015, KCC via KALC
It was proposed by Cllr Gray, seconded by Cllr Blacker and AGREED that completion of the survey be deferred to the next meeting of the Parish Council.

(j) Sevenoaks District Council call for sites 2015, SDC
It was proposed by Cllr Blacker, seconded by Cllr Gray, and AGREED that the Parish Council did not wish to propose any local sites for housing development.

129/2015

PLANNING

(a) Planning applications subject to formal consultation with the Parish Council:
SE/14/02069/HOUSE – Malabar, Valley Road, DA3 8NA; Retention of Replacement Outbuilding (Resubmission of SE/14/02739/HOUSE)
This was NOTED.

(b) Other planning applications and decisions

- SE/15/01535/HOUSE - The Spinney Manor Lane Fawkham, erection of a single storey extension. Application withdrawn.
- SE/15/01610/HOUSE - Manor Cottage Valley Road Fawkham, erection of porch. (Retrospective). Application refused by SDC.
- SE/14/03730/FUL – Eureka Naturist Club, retention of 8 static caravans for use as overnight accommodation for club members. Appeal against refusal refused by The Planning Inspectorate.
- SE/14/02069/HOUSE – Malabar, Valley Road, DA3 8NA; Retention of Replacement Outbuilding (Resubmission of SE/14/02739/HOUSE). Application granted by SDC.

All were NOTED and Cllr Parkin provided some further updates.

The Clerk had very recently received a small update on planning application SE/15/01827, The Garage, Rogers Wood Lane. Councillors considered that the previous comments submitted by the Parish Council still stood, and it was not necessary for the Clerk to convene an extraordinary Parish Council meeting to consider the recent changes.

130/2015

FINANCIAL MATTERS

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

The Clerk noted a small increase in the forecast overspend from the previous month resulting from the inclusion of the fourth scheduled grounds maintenance at the village hall.

(b) Cheques to be signed

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

- I. Grounds maintenance in Village, Commercial Services Trading Ltd, £522.01, Cheque Number 543
- II. Fee for Internal Audit, David Buckett, £255.60, Cheque Number 544
- III. Grounds Maintenance at Village Hall, RH Gardening Services, Invoice Dated 28 Aug 2015, £150.00, Cheque Number 545
- IV. New Noticeboard for Village Green, Greenbarnes Ltd., £1,329.34, Cheque Number 546
- V. Parish Clerk Salary August 2015, £341.79 NET, Cheque Number 547
- VI. Employer costs, to HMRC, for August 2015, for 19 September 2015 payment deadline, £85.20, Cheque Number 548
- VII. Parish Clerk Salary September 2015, £341.79 NET, Cheque Number 549
- VIII. Employer costs, to HMRC, for September 2015, for 19 October 2015 payment deadline, £85.20, Cheque Number 550

It was noted that £7.97 was paid to EON by direct debit on 19 August 2015 (electricity supply to village green).

It was noted that £8.24 was paid to EON by direct debit on 17 September 2015 (electricity supply to village green).

- 131/2015 REPORTS FROM THE CHAIRMAN AND CLLRS
Cllr Blacker informed the Parish Council that it was his intention to resign at the end of the October Parish Council meeting.
Some further comments were made on issues covered in the Action Sheet.
- 132/2015 DATE OF NEXT MEETING
The next meeting is on 29 October 2015.
- 133/2015 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC FROM THE REMAINDER OF THE MEETING UNDER SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
It was proposed by Cllr Blacker, seconded by Cllr Gray, and AGREED to exclude the press and public from this point onwards.
At this point, Cllr Ian Bosley left the meeting.
- 134/2015 CO-OPTION OF COUNCILLORS (INTERVIEWS)
At this point, further candidates for co-option to the Parish Council attended the meeting separately, were interviewed and then left the meeting.
- 135/2015 CO-OPTION OF COUNCILLORS (DECISION)
There was a confidential discussion relating to all of the interviews that had taken place, following which the decision on co-option was put to the vote. The vote resulted in the offer of co-option to James Hollands and Kirsty Russell.
The actual co-option would take place at the start of the Parish Council meeting on 29 October, when acceptance of office forms would be signed.
- 136/2015 THE CLERK'S TIME RECORDING AND CONTRACTED HOURS
The discussion of the confidential paper was continued from the previous meeting of the Parish Council, following which the following public resolutions were made:
- It was proposed by Cllr Blacker, seconded by Cllr Gray and AGREED to pay

the Clerk for the hours he had worked above contracted hours since his appointment as Clerk, a payment of £1,120.85, from the Parish Council's reserves.

- It was proposed by Cllr Gray, seconded by Cllr Blacker and AGREED that the quantity of the Clerk's contracted hours going forward would be reviewed again at the end of the calendar year, once the newly co-opted Parish Councillors had been in post for some months, and the extent to which Parish Councillors might be able to absorb some of the workload had been established.

It was also agreed that the Clerk would seek guidance from KALC as to any mechanism that might be added to the Clerks contract that would allow the Chairman and/or Vice-Chairman to increase the Clerks hours by, for example, up to one extra hour in any particular week, if workload pressures required that.