

## FAWKHAM PARISH COUNCIL

Minutes of the meeting held at 7.00 pm  
on Thursday 3 December 2015, in the Village Hall, Fawkham

Present:

Councillor Hollands

Councillor Parkin (Chairman)

Councillor Paterson

Also in attendance; two parishioners.

- 157/2015      APOLOGIES FOR ABSENCE  
Apologies had been received from Cllr Gray.
- 158/2015      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.  
Cllr Hollands declared an interest in respect of Agenda Item 13 (a) by virtue of being the landowner.
- 159/2015      MINUTES OF PREVIOUS MEETING  
It was proposed by Cllr Hollands, seconded by Cllr Paterson, and AGREED that the minutes of the meeting held on 29 October 2015 were correct, and they were signed by the Chairman.
- 160/2015      ELECTION OF VICE-CHAIRMAN  
The Chairman suggested this item be deferred to the next meeting of the Parish Council, which was agreed by the meeting.
- 161/2015      REPRESENTATION ON "OUTSIDE BODIES"  
The Chairman suggested this item be deferred to the next meeting of the Parish Council, which was agreed by the meeting.  
Cllr Hollands noted that the CE Primary School has said that it has sufficient parent-Governors at present.
- 162/2015      REPLACEMENT NOTICEBOARD AT ST. MARY'S CHURCH  
The Chairman suggested this item be deferred to the next meeting of the Parish Council, which was agreed by the meeting. It was agreed that the Clerk invites someone from the ecclesiastical parish to attend the meeting in January 2016.
- 163/2015      POSSIBLE INSTALLATION OF AN AED AT THE RISING SUN PUBLIC HOUSE - UPDATE  
The Chairman suggested this item be deferred to the next meeting of the Parish Council, which was agreed by the meeting.  
There was nevertheless a discussion regarding the security of the AED and housing box, but no change was made to the previous resolution of the Parish Council, that

the housing box be not lockable or locked (in view of the difficulty parishioners might have trying to telephone a number to obtain an access code).

- 164/2015 POSSIBLE DEVELOPMENT OF A FACEBOOK PAGE FOR THE PARISH COUNCIL  
Following discussion, no resolution was made to pursue this at present.
- 165/2015 IMPROVING BROADBAND IN THE PARISH  
Cllr Parkin reported on a meeting held with George Chandler of the Kent County Council “making Kent quicker” team, also attended by Cllr Hogarth of Sevenoaks District Council. Plans to improve broadband in the village included, at some point between January 2016 and September 2018:
- a) Enabling the Green Cabinet at Fawkham Green
  - b) Installing a new Green Cabinet somewhere near the junction of Valley Road / Scudders Hill (in order to reduce the length of the cable run between the Green Cabinet and the properties served by it).
- The “making Kent quicker” team had agreed to liaise with the Parish Council as the work develops.  
Cllr Parkin would respond to the parishioner that had raised concerns about broadband speed in the parish.
- 166/2015 OPEN SPACES AT SMALL GRAINS  
Cllr Parkin was due to meet officers at Sevenoaks District Council to discuss this issue, so suggested this item be deferred to the next meeting of the Parish Council, which was agreed by the meeting.
- 167/2015 CASUAL VACANCY IN THE OFFICE OF PARISH COUNCILLOR  
The Clerk reported that there had been no request for an election to fill the vacancy. It was proposed by Cllr Paterson, seconded by Cllr Hollands and AGREED that the Clerk initiates the same co-option process as had been used to fill the vacancies following the May 2015 election, and in view of the imminent holiday period, sets a closing date of the end of February 2016 for expressions of interest in co-option. The Clerk would make the wording of the notices available to Sheena Moss for further publicity to be undertaken.
- 168/2015 ACTION SHEET  
The following were highlighted:
- a) The Memorandum of Understanding relating to the installation of the Automated External Defibrillator had been jointly signed by the Clerk and the landlord of the Rising Sub public house.
  - b) The bid to the Transparency Fund of the Department for Communities and Local Government had been amended because the Clerk had been advised that no more than £100 could be included in the form for the new printer/scanner.
  - c) Cllr Parkin suggested the names of volunteers willing to participate in speed watch in the village, and possible locations would be explored.
  - d) The Kent Association of Local Councils had responded to the Clerk’s enquiry relating to the expense of convening extraordinary meetings of the Parish Council, but no “quick win” solution had emerged. The Clerk noted, however, that there had in recent months been a significant decrease in planning applications generating consultation with the Parish Council.
  - e) The village sign near to White House had been repaired and cleaned.

169/2015

GENERAL CORRESPONDENCE RECEIVED SINCE PREVIOUS MEETING

- (a) Dish upgrade existing radio base station mast land at Speedgate Farm, Fawkham, Kent, DA3 8NJ

The Clerk noted that the deadline for responding to the proposal had elapsed between the meeting scheduled on 19 November and this rearranged meeting. Accordingly, the meeting decided not to consider the matter and thus the issue of declarations of interest did not arise.

- (b) Local Plan Place Making Workshop at the New Ash Green Meeting Room on Tuesday 19th January at 7.30pm, SDC

Cllr Paterson would attend this.

- (c) Pensions and Auto-Enrolment, KALC

This was NOTED.

- (d) Consultations relating to Public Health, KCC

This was NOTED.

- (e) Kent Fire & Rescue Service Consultation: Safety and Wellbeing Plan 2016-2018, KFRS, via KALC

This was NOTED.

- (f) 2015 Rough Sleepers Count, SDC

It was AGREED that the Clerk should respond with a nil return, and ask SDC for earlier notice of the survey date in future.

It was proposed by Cllr Paterson, seconded by Cllr Hollands and AGREED that: *If the Parish Council is made aware of rough sleepers who are present within the parish, or who have been moved on from the parish, that the Parish Council is informed of the support that has been offered to them.*

170/2015

PLANNING

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

There were none.

(b) Other planning applications and decisions

- An appeal has been made to the Planning Inspectorate in respect of the refusal by SDC to grant retrospective planning permission for the porch at Manor Cottage, Valley Road, DA3 8NA.

It was understood that an appeal had been lodged against enforcement action being taken by SDC.

- SE/15/02859/LDCEX, Eureka, Manor Lane, Fawkham - Application for certificate of lawful development for single storey bungalow, granted by SDC. The certificate of lawful development had been granted by SDC.

The Clerk noted that the following had been received since publication of the agenda-

- SE/14/03158/FUL, Steephill School, Castle Hill, Proposed extension of existing car park for use by church, school and parish and new vehicular access Permission had been granted by SDC.

171/2015

FINANCIAL MATTERS

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

The Clerk noted a projected out-turn of a balance of around £7,000, an increase from the previous month, because the second half-yearly invoice from Commercial Services Trading Ltd (grounds maintenance at village green, etc) had come in below budget, he had built in anticipated additional funding from the DCLG Transparency Fund, and had made a small upward revision in the anticipated reclaiming of VAT later in the financial year.

(b) Cheques to be signed

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

- I. Grounds Maintenance at Village Hall, RH Gardening Services, £150.00, Cheque Number 556
- II. Conference Fee for Annual KALC Finance Conference, KALC, £72.00, Cheque Number 557
- III. Parish Clerk Salary November 2015, £341.79 NET, Cheque Number 558
- IV. Employer costs, to HMRC, for November 2015, for 19 December 2015 payment deadline, £85.20, Cheque Number 559
- V. Royal British Legion, Commemorative Wreath, Donation, £30, Cheque Number 560
- VI. Commercial Services Trading Ltd, Second Half-Yearly Grounds Maintenance Contract Fee, £315.90, Cheque Number 561

- VII. Leaf Clearance at Village Hall, RH Gardening Services, £100.00, Cheque Number 562
- VIII. Parish Clerk Salary December 2015, £341.79 NET, Cheque Number 563
- IX. Employer costs, to HMRC, for December 2015, for 19 January 2016 payment deadline, £85.20, Cheque Number 564

It was noted that £8.24 was paid to EON by direct debit on 19 November 2015 (electricity supply to village green).

(c) Grounds maintenance at village green and other sites

It was proposed by Cllr Parkin, seconded by Cllr Hollands, and AGREED that the Clerk informs Commercial Services Trading Ltd that the contract be extended into 2016 for items 1 and 2 on the schedule only (grounds maintenance at village green and the three "triangles of land").

It was also agreed that the Clerk enquires what the cost would be if the maintenance of the path between the village hall and the CE Primary school were added to the contract (i.e. trimming shrubs and clearing weeds on the path).

(d) Developing the Budget for 2016/17

In addition to the issue under minute 171/2015(c) above, the Clerk was asked to enquire of RH Gardening Services what the cost of undertaking a cut back of the trees behind the village hall during 2016/17 would be.

(e) Updating authorised signatories to Parish Council bank account

The new signatory form was completed by Cllr Paterson and the authority form was signed by Cllrs Parkin and Hollands.

172/2015

REPORTS FROM THE CHAIRMAN AND CLLRS

Cllr Parkin noted that the Village Hall Management Committee was seeking funding from the Parish Council to replace five of the tables used in the hall. The Clerk noted that the Parish Council has agreed, in recent years, to make a donation to the Village Hall Management Committee in respect of electricity used in the hall. The option of increasing the donation to cover the cost of the tables would be considered at the next meeting of the Parish Council.

It was proposed by Cllr Parkin, seconded by Cllr Paterson, and AGREED that if the Parish Council's bid to the DCLG Transparency Fund was successful, the Clerk should order the printer/scanner previously discussed by the Parish Council (i.e. a Brother DCP-9020 CDW printer/scanner).

Councillors noted that concerns had been expressed to them regarding the condition of some horses on land near Brands Hatch Road and the Clerk was asked to make enquiries of the landowner, Hawkspere Digger Hire, of Green Street Green Road. Cllr Paterson raised an issue regarding notices that had been put on a footpath at Speedgate Farm. It was suggested that these were private footpaths and not public rights of way. It was agreed that Cllr Parkin would let Cllr Paterson know the officer to contact at SDC regarding footpath issues, and the Clerk would place the item on the agenda of the January meeting for discussion.

Lawrence Moss was in attendance, and agreed to arrange for the Christmas tree lights to be put up.

There was a discussion of the most recent meeting of the Brands Hatch Liaison Group, and a suggestion that the updated Noise Management Plan had been finalised, though it may not yet have been published. Regarding the Family Day planned for 7 February 2016, it was proposed by Cllr Paterson, seconded by Cllr

Hollands and AGREED that the Parish Council nominates Battersea Dogs and Cats Home at Brands Hatch as the beneficiary of the Family Day. Cllr Parkin would inform Brands Hatch.

It was proposed by Cllr Paterson, seconded by Cllr Parkin, and AGREED that:

*At the next meeting of the Brands Hatch Liaison Group, Brands Hatch be asked to support opportunities for apprenticeships and other opportunities to promote routes to long-term employment for the people of Fawkham.*

The Clerk would write to Brands Hatch to that effect.

Cllr Paterson asked the Clerk to provide her with a new blank form for disclosing pecuniary interests, given a change in her circumstances.

173/2015

DATE OF NEXT MEETING

21 January 2016