

15  
**FAWKHAM PARISH COUNCIL**

Minutes of the Parish Council Meeting of Fawkam Parish Council held at Fawkam Village Hall, Valley Road Fawkam on **Thursday 21<sup>st</sup> December 2017**

Members of the Parish Council: Cllr Mike Pearsall (Chairman) Cllr Mrs Faye Parkin, Cllr James Hollands

**Members of the Public:** There were no members of the public in attendance

**Apologies:** Cllr Mr Steve Gray and Cllr Duncan Harker.

**Declarations of Interest:** No declarations were declared

**Plans:** No plans received

**Minutes of Previous Meetings**

The MINUTES of the Parish Council Meeting held on 19<sup>th</sup> October 2017, were agreed as correct and any recommendations implemented

**Correspondence:**  
**17/08**

**Grounds Contract - Landscape Services**

Information had been received from Landscape services and Members are asked to consider the quotes provided

A. To carry out grass cutting outside the Rising Sun Public House on 16 Occasions for the sum of £490.80

B. To carry out grass cutting at triangle £55.18 per cut  
junction of Gallows Wood and Rogers Wood Road  
Castle Hill and Steephill Road  
Castle Hill and Valley Road

C. To Gang mow at small grains in Fawkam Road on 16 Occasions for the sum of £1,058.31

It was agreed that item A, and B. would be accepted but as C was not land by the Parish Council this would not be the Parishes responsibility to pay for its maintenance. ALL IN FAVOUR

**Car Park at the Village Hall:**

A quote had been received from Archway contractors to repaint all the car parking spaces along the hall and adjacent to the hall at the rear and along the front Hedge. The parking spaces outside the hall will have the words Village Hall use only.

Members are asked to consider this quote. This was for the sum of £530 Plus VAT and was considered good value. The Clerk would contact Archway and accept the quote asking them to wait till the grounds contractor had completed the tree works along the front Hedge. ALL IN FAVOUR

**Car park signage:**

A design had been received from John Strachan for a proposed signage at the entrance to the car park, the design was attached for members. John had said the cost would be approximately £50-£70 for the sign and to have a post and erected the same again.

It was proposed through the Chair to accept this quote and it was proposed by Cllr Hollands and seconded by Cllr Parkin to ask Sevenoaks District Council to install the sign. ALL IN FAVOUR

**Action plan:**

The review the action plan agreed that there were no updates to be made to the sheet. The item relating to Twinning Members felt should be left until the Country had settled politically, Agreed by all.

**Website:**

Review of Current website and Councilor input. Members felt that the website gave all the information required and that it was easy to navigate round. Thanks was expressed to Lawrence for maintaining the site on behalf of the Parish Council.

**Remembrance day Service at the war Memorial: Sunday 12<sup>th</sup> November:**

Rev, Jim Fletcher conducted the service and a Wreath was laid on Behave of the Paris Council, laid by the Chairman, and a wreath laid by the Vice Chairman of Sevenoaks District on behalf of SDC. This year saw more residents attend the open service on the Green and the Clerk had expressed thanks to the Rev, Fletcher for his help in arranging this event. RECEIVED

**Village Hall Management report:**

This will be an item on the agenda each month to encourage a joint working partnership.

Update to be given to the Council by a Village Hall Management Committee member/ or Parish Council representative. It has been suggested as guidelines a summary of events and booking, expenditure, income and balance and future projects or on going maintenance of the hall.

This report had been received from Lawrence Moss

This is an update from my side.

**Kitchen quote updates:**

Wickes has provided a written detailed estimate with options

Family Kitchens Longfield quote not yet complete. Next step is to select electrical appliances, oven, hobs, fridge, freezer, cooker hood but this will not be possible until New year; visit to wholesalers showroom required.

Gary Cooke. No quote yet received.

I have attached a copy of the 2017 accounts to date. Please note the exceptional items such as cost of new windows and £1500 held on account for the new cooker. Without these the final outturn is likely to be around £800 surplus for the year; this being dependent upon final cash flow and which year final bills are paid in. Main bills still expected are: small plumbing repairs, electricity, cleaning and electrical inspection. Tai Chi payment has been invoiced (18 December) but not yet received.

The fire equipment was serviced and inspected without issues in October 2017. The electrical installation inspection was completed on 8 December 2017, this includes portable appliances by PATesting. One fused spur to an overhead heater was replaced due to a defective switch. There are currently two defective heater elements that require renewal. All other electrical matters were found to be in order.

A replacement "WaterMiser" control valve was due to be fitted by 11 December; as I am away I cannot confirm his completion.

This to eliminate water waste due to frequent flushing of the urinals.

**Finance –**

A summary sheet was presented to Members and a cheque list for expenditure totally £556.42 was agreed through the Chair to be paid.

**Notice board**

Due to the Cost of a double noticeboard three quotes had been obtained for a double fronted lockable oak framed noticeboard to be placed in the Church car park.

- B. GreenBarnes Two bay 6 x A 4 noticeboard, oak stained finish, toughened glass. With posts carriage for the sum of £1,704.31
- C. The Notice board company: for a 8 A4 Double fronted oak lockable for the sum of £1,642.80 ( Clerk waiting to see if two locks could be fitted to the board and the extra cost involved.
- D. The notice board company also produce a non-oak frame , but in a brown painted aluminium frame ( other colours available ) the cost for a similar size locked notice board would be £954

It was suggested by members that as Cllr Harker had been liaising with the Church he could be sent copies of the quotes to discuss with the PCC and the contribution the Church would make and then bring it back to the Parish Council. Members present felt it may be better to pay a little more for quality hat is going to last than a cheaper version.

AGREED

**Matters Arising:****Village Hall Kitchen:**

It was noted that not all companies had replied to the tender. But agreed with members that should a company offer discount if they could display a small advertising bard then this was to be encouraged.

AGREED

**Open Forum for Councillors to raise matters to be placed on the next agenda:****War Memorial**

Cllr Parkin had received an email from Family descendant of a 1<sup>st</sup> world War soldier whose name appears on the war memorial and had requested that his name be corrected. From " Clarke" to Clark " without the E.

Members felt that this could be difficult to do and questioned whether Parish owned the memorial or it belonged to the war commission. The Clerk would contact a local historian known for a strong interest in war memorials for his advice. Cllr Parkin would pass the email to the Clerk.

**Brands Hatch Villagers day**

Cllr Parkin had put a bid in for two projects to be considered for receiving a donation from the Villagers day.  
£1,000 for youth work at St Marys Church and Hartley  
£500 for additional chairs for the Hall, as Cllr Parkin was trying to set up a breakfast club in the hall once a month.  
The Brands Hatch Liaison Committee would consider all bids.

**Dates of the remaining year 2017/18 currently**

Thursday 18<sup>th</sup> January with Precept/Budget  
Thursday 15<sup>th</sup> February  
Thursday 15<sup>th</sup> March

The meeting closed at 7..45pm

DRAFT