

## FAWKHAM PARISH COUNCIL

Minutes of the planning and Parish Council meeting held on  
Thursday 18<sup>th</sup> January 2018 at the Village Hall Fawkham**Members present:**

Cllr Mike Pearsall (Chairman), Cllr Mr Steve Gray, Cllr Mrs Faye Parkin, Cllr James Hollands and Cllr Duncan Harker.

One member of the public.

**Members of the Public:**

Broadband: The member of the public commented that he had followed up the time scales for installation of fibre broadband and was awaiting a response from BT.

**Apologies:**

There were no apologies.

**Declarations of Interest:**

Cllr Mrs Parkin as Member of the SDC Development Control Committee.

**Plans:**

SE/17/03569/HOUSE: The Brambles, Valley Road: Demolition of a conservatory to rear. Erection of a single storey extension to rear.

**No objection**

SE/17/03996/LDCEX: Hillside Castle Hill: Erection of a single storey rear and side extensions.

Comment:

**4 in Favour**

**Cllr Parkin abstained; declared an interest**

**Minutes of Parish Council Meeting:**

The minutes of the meeting held on 21<sup>st</sup> December 2017, were agreed as a true record and any recommendation therefore implemented:

**ALL IN FAVOUR**

**Correspondence:****18/01 War Memorial:**

The Clerk has made enquiries about the “wrong” spelling of Clark / Clarke on the war memorial and is awaiting guidance on whom the responsibility would be to

1. Confirm the spelling

And

2. Organise a correction if required

The following response had been received from war historian Mr Stoneham

*“War Memorials are almost always the responsibility of the Parish/Town Council in whose area they are erected. One of the points that may help identify the owner is on whose land it is to be found and, who maintains that land. For example with our own memorial it’s on WKPC land so can only have been put there with our permission so it has become our property by default. I attach a leaflet on ownership published by the War Memorials Trust whose web site you might like to look at: <http://www.warmemorials.org/>”*

*With regard to the spelling, generally speaking the family, are best placed to know how their name is spelt. Assuming the family were consulted at the time when the War Memorial was erected then Clarke may have been their chosen spelling but, they may no longer have been in the village at that time.*

*The spelling used on the scroll [which very rarely survive] will have come from the military records. I can confirm that the spelling on the CWGC Pozieres Memorial Register is Clark as it is on his Medal Index Card [attached] assuming his army number is S/17530. It’s the same on the unit Medal Roll [not attached]. The situation is, however, confused by the Register of Soldiers Effects [attached] where he is Clarke. There are no other extant service records with this name or number. The weight of available evidence supports Clark without the ‘e’.*

*Note that if the lead 'e' is removed its shadow and, possibly an indentation in that shape will remain in the stone for a long time. So the change will be obvious and to some, unsightly. I would suggest that you take professional advice from a stone mason before doing anything.*

*One final point, is the War Memorial listed or in the vicinity of a listed building?"*

The Clerk was asked to contact the school as it was mentioned that some time back the school had researched all the names on the memorial and may have information relating the "Clark" name.

**ALL IN FAVOUR**

### **18/02 Rural Age Concern Extraordinary meeting**

An extraordinary Meeting is to be held on 26<sup>th</sup> January at 100 Brands Hatch Park, Scratchers Lane DA3 8PU from 10am – 11.30am.

On the Agenda:

1. Recent Changes to Charity
2. Charity's Future
3. Other matters / question by nominees

CLlr Mrs. Parkin to attend as Councilor and Trustee to the Rural Age Concern Group and to provide a report at the next Parish Council meeting.

**AGREED**

### **18/03 Police Structure and budgets for 2018/19**

*Boosting Kent's frontline – up to 200 more Police Officers and 80 more Police staff*

*Letter from Kent Police announcing funding proposals for Kent Police for 2018/19.*

*Over the past year, I have continued touring the county and speaking with local residents, community groups, businesses and charities to seek their views on Policing in Kent and Medway. I have spent time with the Police Officers, staff and volunteers serving on the frontline to hear their experiences too.*

*There is no doubt that Policing remains under pressure. There are ever-increasing numbers of calls to respond to, many of which are more complex and a growing number of which are not criminal in nature – such as support for vulnerable people in mental health crisis. All of this comes whilst Britain's threat level for international terrorism is severe. Despite all of this, Kent Police has been among the top-rated Forces in the country in independent inspections for efficiency, effectiveness and legitimacy in 2016 and 2017. They have been deemed "Good" or "Outstanding" in every assessment, bar one. Police Officer numbers have risen since I was elected and PCSO numbers have also been protected. Antisocial behaviour is down*

*11%. There is a new cyber-crime team and the Volunteer Police Cadets programme is back. I'm investing more in services for victims of crime and together we have fixed the firearms licensing backlog.*

*The Government has listened to the views of Police and Crime Commissioners (PCCs) and increased funding for counter terrorism by £50m and will be investing a further £130m in other national Policing schemes. In order to support local Policing, the Home Office has allowed PCCs to increase the council tax precept by £1 a month for an average household, which could raise up to £270m nationally. Together, this represents slightly more than the amount PCCs said we needed next year.*

*Taking into consideration the views of residents, community groups, businesses, and the operational needs of Policing in Kent, I am pleased to be proposing the biggest Kent Police recruitment drive for a considerable time.*

*In laying out my proposal I am empowering the Chief Constable to recruit up to 200 additional Police Officers in the next year. These will go into boosting a number of areas, including rural and roads policing, local communities, fighting cyber-crime and providing greater public protection, and will take the total number of Police Officers in Kent to its highest level since 2012.*

*In addition to this, I have listened to residents' views about crime reporting, and so there will be a boost in the number of call handlers answering 999 and 101 calls, so that people can get help quicker and more information can be provided to the Police. This will be alongside the new online reporting service, which is available for certain issues for those who*

wish to use it. There will be over 80 new police staff roles that will cover this, as well as other areas of Policing.

This will be funded in four ways:

- I am asking residents to contribute the equivalent of an additional £1 per month from an average household towards the cost of Policing in Kent. This is not a request I am making lightly but is something I believe is necessary to keep Kent safe.
- I have reviewed Kent Police's proposals for over £9m of cost savings and believe that, as they will have a minimal impact on the frontline, they should be delivered. There should be no excuse for using extra council tax to prop up inefficient practices and where better value for money can be delivered, it should be. This will help mitigate the pressures of pay and inflation.
- I am cutting the cost of my own office by £200,000 and re-investing this money in the frontline. I already provide extra money from my budget for Kent Police projects, such as the Volunteer Police Cadets and mental health workers in the Force Control Room.
- I am authorising the use of a further £5m of Kent Police's reserves over three years, should it be required, to support the

Recruitment drive.

There will also be other opportunities to increase Police Officer numbers and improve services further. The Police Transformation Fund, worth £175m, has been made available by the Government for new projects that reform the way that Forces operate and I will encourage more bids to access some of this money. I will also continue to drive collaboration with police colleagues and other agencies to make best use of property and improve delivery.

This is an ambitious proposal. It will mean that residents get something back for the tax that they pay and value for money in what is spent in their name. It boosts Policing in Kent in urban and rural areas in the fight against antisocial behaviour, organised crime, fraud and cyber-crime, domestic abuse and road traffic offences. Victims will get a better service when they have been subject to heinous acts and more criminals will be brought to justice.

I hope that you will support this vital boost. Please email your thoughts to [haveyoursay@pcc.kent.pnn.police.uk](mailto:haveyoursay@pcc.kent.pnn.police.uk) by 27 January. The proposed precept rise will then go to the Kent and Medway Police and Crime Panel for its approval on 8 February. Members were encouraged to make comment on the website

#### **18/04 Kent School Appeals:**

KCC is currently recruiting for new volunteer panel members for their school admission appeals. The deadline for applications is 28 February 2018. Further details can be found at <http://www.kent.gov.uk/leisure-and-community/volunteering/children-and-young-people-volunteering/volunteer-as-an-education-appeal-panel-member>.

**RECEIVED**

#### **Car Park at the Village Hall:**

The Contractor has now completed the hedgerow and low branch works in the car park. It was proposed, through the Chair, that the Clerk was to contact Archers and accept the quote for the line marking.

**ALL IN FAVOUR**

#### **Car Park Signage:**

A design has been approved and awaiting Sevenoaks District Councils to make and install the sign. This is aimed to coincide with the timing of hedge trimming and car park line marking. The Clerk had received an email from Mr. John Strachan that SDC were not able to make the sign. The Clerk would investigate companies who could make the designed sign for the entrance of the car park.

**AGREED**

#### **Village Hall Management Report:**

##### **Update report:**

##### **1. Kitchen Refurb Quotes update:**

Final quotes received from Wickes and Gary Cook

Family Kitchen of Longfield will present their quote at a meeting next Tuesday when Maggie and I visit their shop in Longfield. We went today to their electrical appliance supplier and have chosen the appliances and obtained prices for them.

The Gary Cook quote does not cover the full scope of the work required and if this quote is shown to be competitive then further quotes will be required for the balance of the work.

We hope to be able to decide on our preferred option next week once we have fully considered all quotes and collated them. This will then be circulated to the FVHMC for finalisation.

The FPC minute about accepting Value in Kind in the pricing in exchange for an advertising plaque is noted.

2. The EOY 2017 PROVISIONAL accounts are attached.

If the exceptional items are removed then the trading surplus for 2017 was £1445 whilst the actual amount is £408.

The exceptional items are the rear window renewal cost to FVHMC and the £1500 held on account for the new cooker which now forms part of the new kitchen proposals.

3. It is the intention to obtain quotes for roof refurbishment.

The existing roof covering was showing several blisters when inspected by a professional local builder in May 2016.

The promised quotation at this time did not materialise. It is thought to be prudent to refurbish the roof prior to the new kitchen installation so that any disturbance to the internal ceiling may be rectified. Redecoration of the main hall may also need to be brought forward after the roof work. The FVH reserve fund should be sufficient for the roof work at least. A ball park quote from a phone call to a reliable roofer indicates this to be the case. The roof is original and is about 35y old.

Mr Moss commented that they believed they could get the appliances for £1,600. Cllr Hollands commented these would need to be annually checked.

Mr Moss commented that it would be prudent to inspect the roof and see if there was any immediate repair work that needed to be completed before a new kitchen was fitted.

**RECEIVED**

**Finance:**

There had been a payment received from the insurance excess paid in 2016 following a claim after a car damaging the noticeboard. There is CIL money due by the end of March but as yet the Parishes haven't been made aware of the amounts. Expenditure totalling £1,661.09 was due from the presented Cheque list and it was proposed through the Chair that subject to inspection of works by RH services that all cheques be paid.

**ALL IN FAVOUR**

**ICO payment**

There was a direct payment made for £35 to the Information Commissioner's Office and this was for Data Protection registration. As there are changes coming in this year in May, relating to GDPR, it was felt this payment should remain.

**AGREED**

**Review of budget and setting the precept for 2018/19**

- a) The out-turn for the end of the current financial year is projected to be a balance of approximately £17000.00, subject to the timing of certain payments
- b) Parish Council has received a payment of £125 for the insurance accident that happened in 2016 which resulted in the noticeboard being damaged.
- c) CIL: Parish Council has received an email from SDC informing that the Parish is due CIL money, it doesn't say the amount. Payment will be made at the end of March 2018.
- d) Attached were details of the Fawkham precept and band D figures for the last few years. The Fawkham tax base for 2018/19 is £280.51. So, for example, to hold the precept at £12,424, this would result in a band D figure of £44.29. To hold the band D figure at £43.67 would reduce the precept to £12,250. The precept can be set at any amount. To calculate the revised precept, divide the precept by the tax base to come up with the band D amount. The table below shows how the Band D amount is calculated.

| Year    | Precept | Precept Change | Band D | Band D Change |
|---------|---------|----------------|--------|---------------|
|         | £       | %              | £      | %             |
| 2010/11 | 6,800   |                | 23.45  |               |
| 2011/12 | 7,004   | 3.00           | 24.43  | 4.18          |
| 2012/13 | 7,004   | 0.00           | 24.46  | 0.12          |
| 2013/14 | 7,292   | 4.11           | 27.06  | 10.63         |
| 2014/15 | 8,750   | 19.99          | 31.65  | 16.96         |
| 2015/16 | 12,250  | 40.00          | 43.67  | 37.98         |
| 2016/17 | 12,393  | 1.17           | 43.67  | 0.00          |
| 2017/18 | 12,424  | 0.25           | 43.67  | 0.00          |

#### **Review of budget and setting the precept for 2018/19**

Members reviewed the expenditure for 2017/18 and bearing in mind any expected expenditure and income to March 2018 and an estimated expenditure for 2018/19 it was proposed through the chair to increase the Parish Precept by 3% to £12,796.72. This was agreed and the Clerk was asked to inform Roy Parsons at SDC of this precept figure.

**4 In FAVOUR, Cllr Hollands Abstained**

#### **Action plan:**

Members reviewed and updated the action plan.

#### **Website**

Members were happy with the content and design of the website and thanked Mr. Moss for his time and effort in managing the website.

#### **Notice board**

We now have two quotes for a double fronted lockable oak framed noticeboard to be placed in the Church car park.

- A. Green Barnes. Two bay 6 x A 4 noticeboard, oak stained finish, toughened glass. With posts carriage for the sum of £1,704.31
- B. The Notice Board Company. For an 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).
- C. The Notice Board Company also produce a not oak frame , but in a brown painted aluminium frame (other colours available) the cost for a similar size locked notice board would be £954

Cllr Harker was due to have a further meeting with Church Members and it was suggested that if Parish Council met the cost of the noticeboard would the church be prepared to meet the costs of installing the noticeboard in an agreed position. Cllr Harker would enquire. Once agree the noticeboard could be ordered and erected in the Church Car Park with Fawkham Parish as its header.

**ALL IN FAVOUR**

#### **Matters Arising:**

There were no matters arising.

#### **Open Forum for Councillors to raise matters to be placed on the next agenda**

#### **Reports:**

Cllr Gray asked that the Parish received a report written or in person from the police and the Community warden to keep members up to date.

#### **Brands Hatch Liaison Group villager's day:**

Cllr Gray had received an email regarding funds to be distributed to local organisation following the Villagers day on 4th February the funding was proposed as follows:

## Grants for 2018

1 The following is a summary of requests that have been received for grants from the Villagers' Day event this year.

- St Mary's Church, Fawkham - £1000 [18% of total]
- Fawkham Village Hall Committee - £500 [9%]
- West Kingsdown Boxing Club - £2000 [36.5%]
- St Edmund's Church, West Kingsdown - £2000 [36.5%]

The total amount requested is £5,500. This exceeds the amount raised in 2017. It is recommended that if the funds raised fall below OR above the total requested that they be distributed on the % basis set out above.

## 2. Grants in future years

Members may wish to note that Fawkham Village Hall have not spent their 2017 grant of £1,500 for a cooker yet. It is suggested that in future years grants must be spent for the purpose for which they were made prior to the next Villagers' Day. An application for a grant from the same organisation will not be considered if they are still holding the previous grant. If agreement is not reached on this matter it can be discussed at the next Group meeting.

Please respond to this e-mail no later than 26 January so that the organisations can be invited to attend the Villagers' Day.

- |                             |                      |
|-----------------------------|----------------------|
| 1. Grants for 2018 –        | AGREE / DO NOT AGREE |
| 2. Grants in future years – | AGREE / DO NOT AGREE |

Cllr Mrs. Parkin and Mr Moss commented that the only reason the funds had not been spent on a kitchen, in their opinion, was due to the delay in obtaining quotes for a new kitchen. It was believed that the Parish Council would take responsibility for obtaining quotes. However, it was then deemed that this activity should be the responsibility of the Village Hall Management Committee who are tasked with the daily management of the hall. After some debate it was agreed that this would make no difference to this year's division of funds and the Hall would receive 9% as its share. Parish Councillors agreed to both proposals for 1 and 2 in this year and future years and would aim to spend both grants received last year and this by the end of 2018. The Clerk would confirm this decision with Brands Hatch.

**ALL IN FAVOUR**

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

Thursday 15th February

Thursday 15<sup>th</sup> March

Meeting closed at 9.05pm