



FAWKHAM PARISH COUNCIL

Minutes of the **Fawkham Parish Council** meeting held at **Fawkham Village Hall**, on **Thursday 5th October 2023** at **19.30pm** to transact the following business.

Grace Champion
Clerk to Fawkham Parish Council

Members of the Parish Council:

Cllr Laura Evans (Chair), Cllr James Cherry (Vice Chair), Cllr David Mansfield, Cllr Lucie Sleeman and Cllr Will Johnstone

AGENDA

1. **Apologies for Absence**

Noted: Cllr J Cherry (family commitment).

2. **Declarations of Interest for items relating to the Agenda:**

Councillors to make any declarations that may be required by virtue of the Parish Council's adopted Code of Conduct.

Noted: Cllr L Evans declared a pecuniary interest in a repayment for FPC expenditure awaiting approval.

Noted: Cllr L Evans declared an interest in a planning enforcement case being discussed due to it being a neighbouring property.

Noted: Cllr L Sleeman declared an interest in a planning case item 4(3) due to it being a neighbouring property.

3. **Public Session**

Parish Council meetings are open to the public. In accordance with the Standing Orders, thirty minutes are allocated for members of the public to raise any matters and partake in discussions. There are no further opportunities for members of the public to speak during the Parish Council meeting. The Council may enter closed session at the end of the meeting to discuss a confidential item, members of the public still present will be asked to leave.

Noted: 2 members of public were in attendance. Apologies were received from Dst Cllr Harrison, Dst Cllr E Bulford and Dst Cllr S Malone.

Noted: The two members of public in attendance raised their concerns over the new bin that had been sited on the amenity green at Small Grains. The residents requested that the bin be moved to an alternative location due to the now unsightly view from their window. New location suggestions were in front of the hedge where the bin is currently placed and near to the picnic bench. After discussion, the Parish Councillors requested that the residents ask their neighbours if they would be happy with either of the new suggested locations and to confirm this with FPC so as to avoid any other complaints. The Clerk confirmed, following this confirmation, she would then contact SDC to request for the bin to be relocated.

4. **Planning Applications:**

To agree the Parish Council's responses to the following planning applications:

- (1) **Land To The Rear Of Hurstgrove, Castle Hill, Hartley, Longfield Kent DA3 7BQ:**
- (a) **SE/23/02712/DETAIL** - *Details pursuant to condition 2 (materials) of 22/00666/FUL*
Consultation deadline: N/A
 - (b) **SE/23/02747/DETAIL** - *Details pursuant to condition 3 (hard and soft landscaping) of 22/00666/FUL*
Consultation deadline: N/A
 - (c) **SE/23/02748/DETAIL** - *Details pursuant to condition 5 (drainage) of 22/00666/FUL*
Consultation deadline: N/A
 - (d) **SE/23/02749/DETAIL** - *Details pursuant to condition 6 (surface water drainage) of 22/00666/FUL*
Consultation deadline: N/A
 - (e) **SE/23/02750/DETAIL** - *Details pursuant to condition 7 (watching brief) of 22/00666/FUL*
Consultation deadline: N/A
 - (f) **SE/23/02751/DETAIL** - *Details pursuant to condition 8 (green roof construction method) of 22/00666/FUL*
Consultation deadline: N/A
 - (g) **SE/23/02752/DETAIL** - *Details pursuant to condition 9 (electric car charging) of 22/00666/FUL*
Consultation deadline: N/A
 - (h) **SE/23/02753/DETAIL** - *Details pursuant to condition 10 (tree protection) of 22/00666/FUL*
Consultation deadline: N/A

Noted: The above site and conditions were discussed and it was agreed that FPC would comment welcoming the new native trees choice to be planted and also note that many mature trees were cut down along the boundary with the PROW earlier this year, leaving significant gaps for which mature specimens will be required to infill.

FPC will also comment to request that details of the proposed new secure fence to boundary with the PROW be submitted before this condition is discharged, to show height and design of the fencing. As has been noted previously by KCC's Footpath Officer, the current fencing results in what should be a rural PROW becoming a narrow enclosed footpath, with restricted views and a somewhat urban character. It was agreed that an opportunity now exists to replace this with fencing of a more rural nature, rather than close boarded panels.

- (2) **SE/23/01325/LDCPR - Crispins Valley Road Fawkham Longfield Kent DA3 8NA.** *Proposing to utilise existing veranda floor area into a home study by enclosing the two open faces with two external walls.*

Consultation deadline: N/A

Noted: the application was discussed briefly and all agreed that no comment or objection would be submitted.

- (3) **SE/23/02702/DETAIL - Former Depot North Of Salts Farm Fawkham Road, Fawkham, Kent DA3 7BJ.** *Details pursuant to condition 8 (delivery and management of on-site communal and visitor parking) subject to 22/03424/REM*

Consultation deadline: 10 October 2023.

Noted: It was discussed and agreed that FPC had no comment on this condition at this stage.

Noted: The Chair also raised a new planning application that had been received and it was agreed by all that this would be responded to by Delegated Authority to the Clerk:

- (4) **23/01164/FUL- Storage Unit Adjacent Workshop A1 Orchard Farm, Fawkham Road.** *The demolition of the existing buildings and the construction of 8 new homes and associated landscaping, access, car and cycle parking and refuse and recycling provision.*

The above application was discussed and it was agreed that FPC would comment noting that although the reptile survey found no evidence of reptiles on the site, the ecologist states "a precautionary method of works will be required to ensure that legal obligations of wildlife

protection are met”. It was also agreed that FPC would request that this is secured by condition, given that the field immediately adjacent to the western border of the site, is being used as the reptile receptor site for reptiles translocated from the development underway at Salts Farm depot, on the other side of Fawkham Road.

5. Planning Decisions:

To note planning decisions received from Sevenoaks District Council:

- 23/01925/DETAIL - Fawkham Manor. *Condition 15 (management plan for ancient woodland)* **GRANTED**.
- 23/01926/DETAIL - Fawkham Manor. *Condition 21 (Verification report)* **GRANTED**.

Noted: The above decisions were noted. The Chair informed the PC that:

- 23/01246/FUL - Mussenden Lane caravan has been **REFUSED** by SDC, with SDC stating that the use is not agricultural and lack of detail had been provided and approving this would have been failing to protect the greenbelt from encroachment.
- 23/02091/FUL - Stables North East Of Brands Hatch Hotel Brands Hatch Road, Fawkham **GRANTED** (with a lighting condition).

6. Approve Minutes:

Proposed: To approve as a correct record the minutes of the Parish Council Meeting held on Wednesday 20th September 2023.

Noted: It was proposed through the Chair that the minutes be approved and signed by the Chair, seconded by Cllr Sleeman.

7. Matters Arising:

Matters arising relating to the Minutes, not on this agenda.

- **Noted:** Replacement Road Name Signs –The Clerk informed the PC that she had spoken to SDC in relation to the replacement road name sign at Scudders Hill and that SDC have confirmed that this will be replaced in the next order.
- **Noted:** Baldwin’s Green – Cllr L Evans informed the PC that the highways safety inspection manager would be doing a visit of the site and she had asked whether FPC could be present at the visit.
- **Noted:** Small Grains. As above.
- **Noted:** Artificial lights at Brandshatch – the Clerk informed the PC that Dst Cllr L Harrison had driven past BH recently and has raised the matter of their lights with them again as there appears to be no difference in the level of lighting, and will update us as soon as she has a response.
- **Noted:** School Footway – The Clerk confirmed that she had still not heard anything further.
- **Noted:** Flytipping in field next to Wilmay Copse –Cllr L Sleeman confirmed that she has a meeting booked in with M Ansdell. Cllr D Mansfield also agreed to attend this.
- **Noted:** Pothole at FVH – the Chair informed the PC that the contractor has informed her that the work will be done within the next 2 weeks and that the hall car park will still be accessible when the work is being done.
- **Noted:** Lights at Fawkham Water Pumping Station. The Chair informed the PC that she believed that the lights were definitely dimmer/now off. Cllr L Sleeman agreed to check this and report back to the PC.
- **Noted:** Salts Farm Development name proposals: no further update.

8. Finance Approval

(a) Expenditure and Income - details to be tabled. Approval of cheques and payments Including (b) update on bank mandate/cards

Date	Payee/For	Amount
05/10/23	Clerk HMRC Tax & NI payment	£102.20
05/10/23	Clerk Salary - G. Champion	£408.98
05/10/23	L.EVANS REPAYMENT - sandpaper - asset maintenance REPAIRS BUDGET	£3.99
05/10/23	L.EVANS REPAYMENT - wood stain - asset maintenance - REPAIRS BUDGET	£24.99
05/10/23	Clerk Repayment - Ink STATIONERY BUDGET	£32.99
05/10/23	SDC Dog Waste Emptying	£28.08
05/10/23	Clerk Repayment - Replacement Christmas Lights STATIONERY BUDGET	£36.98
	Total	£638.21

Resolved: It was agreed to approve the payments listed in the schedule above. Signed by the Chair and Cllr W Johnstone.

Noted: Cllr L Sleeman and Cllr D Mansfield were reminded to log into internet banking before the next meeting to report if all is in order.

9. Year End Accounts and Audit Review 2022-23

Proposed: To consider the External Auditor's Report for the year ending 31 March 2023.

Resolved: The Clerk informed the PC that the external audit had now been completed and she had circulated the certified Annual Governance and Accountability Return containing the External Auditor's Certificate, which was considered and noted by Members at the meeting. The Clerk confirmed that she had published a conclusion of audit on both the website and noticeboards (dated 3 October 2023). The Clerk informed the PC of some scopes for improvement that had been received from the Auditor and these were considered and noted.

10. Asset maintenance

- Proposal:** to review quote of £75.00 from RH Gardening Services for the maintenance of the hedge on the village green and further quote to clear/tidy up underneath Christmas tree.

Resolved: The quote was discussed and Cllr D Mansfield kindly agreed to tidy the hedge for now and cut it back fully in the spring. All were in agreement and thanked Cllr Mansfield for his kind offer. The Clerk informed the PC she was still awaiting the quote to tidy underneath the Christmas tree.
- Update on maintenance work at village green

Noted: The Chair informed the PC that a team of the Councillors sanded the benches and noticeboard on the village green and re-stained them. Cllr Sleeman noted that the noticeboards also need more pins. Cllr Mansfield is re-staining the noticeboard in the church car park.

Noted: The Chair also noted that the Councillors checked the Christmas tree lights at the weekend and there is one string that needs to be replaced. The Clerk has purchased these as they have been signed off on the payments this evening.

- 11. Salt bins:** arrangements to refill the one at Fawkham Green Road and this winter's delivery.
Noted: The Clerk noted that the PC had been offered free salt again this year. After discussion all agreed to ask for 10 x 25kg bags so it is easier to transport to other salt bins in Fawkham if needed. Cllr Johnstone agreed to fill up the salt bin on Fawkham Green Road.
- 12. Neighbourhood Plan - update.**
Noted: The Chair informed the PC that the ecologist's report had now been received and was now with the planning consultant. The Steering Group are now dealing with the comments received from the consultation and will be working together with the planning consultant to draft responses to those.
- 13. Village Green Electricity - proposal:** to review quote from UCR consultants (standing charge 62ppd unit rate 28.68pkwh) for village green electricity contract renewal.
Noted: the proposed new rates were discussed. The Clerk was asked to query what term this was based on and the councillors would then make their decision.
- 14. Christmas tree lights switch on - agree date and arrangements.**
Noted: It was agreed that this would take place on Saturday 25 November at 16:00. The Clerk agreed to put together a flyer as in previous years and advertise to the website and Facebook in due course. It was also agreed that selection boxes would be purchased again for resident children. It was agreed that the pub would be contacted via Facebook Messenger to inform them of the event and to see if they wanted to participate as usual with mince pies etc and to warn them of the potential residents attending that evening.
Noted: The Chair noted that the PAT testing on the Christmas tree lights expired in 2020 and she had therefore asked the electrician to carry this out before the lights are used to ensure they are safe.
- 15. Chair and Councillors reports:** to note any items not listed on the agenda.
Noted: It was raised that NWK Citizens Advice had contacted the Council to request funds. This was discussed and it was agreed to politely decline on this occasion due to the Council not having the funds available to do so.
Noted: The Chair raised the idea of her attending NALC's "Making planning work" training session at a cost of £39.20 and all agreed this would be a good idea. The Clerk agreed to book the Chair onto this course.
Noted: The Chair also noted that she attended the Code of Conduct training run by SDC. The Clerk also reminded all that she circulated the training notes from this session and that these could be read by those who missed the course.
- 16. Open Forum for Councillors to raise matters to be placed on the next agenda:**

Members are asked to consider agenda items for the next meeting. The details of the agenda item will be sent to the Clerk by the Thursday (one week) before the published meeting. Late details cannot guarantee inclusion on the proposed agenda. No items were proposed at this stage.
- 17. Date of Next Meeting:**

To note the next Parish Council Meeting is being held on **2 November 2023** at **Fawkham Village Hall**.
- 18. Confidential Item - Planning/Planning Enforcement:**



Proposal: to review, update and agree actions for cases.

Resolved: The Council resolved to hear the item in a confidential session due to the nature of the content. Cases were discussed and actions agreed.

Meeting closed: 20:58.