

# Minutes of the Meeting of the Parish Council of Farningham, held at Shand Hall, High Street, Farningham on Wednesday 14<sup>th</sup> June 2023 at 7pm.

Present: Cllrs Daryl Burns (Chairman), Mike Cook (Vice Chair), Philip McGarvey, Carol Salmon, Krishna Shanmuganathan, Laurence Ball (Sevenoaks District Council), Alan White (Sevenoaks District Council) and (in part) Roger Gough (Kent County Council).

In attendance: One member of the public and Helen Penney (Clerk)

## 1. Apologies and reasons for absence.

None

## 2. Declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

None

## 4. Report from the District Councillors

Cllr Ball reported that District Councillors have been allocated their committees adding that he is on the Development Management Committee so, should Farningham Parish Council wish for an item to be presented, Cllr White can take to the committee where Cllr Ball is able to vote on the item.

Cllr Ball and White also commented that they will be holding Sevenoaks District Council to account for accurate reporting and responding especially where planning is concerned.

Cllr Gough arrived at the meeting

## 3. Report from the County Councillor

Cllr Gough confirmed that he has committed to contribute £5,000 to the 20mph scheme and additional funds that are yet to be determined and expects to cover all costs inhouse when working with the Highways team. Members asked the Clerk to relay the information back to the Highways department and that Farningham Parish Council want to approve and go ahead with the scheme. The Clerk is to also check if the quote is inclusive of VAT. **Action: Clerk**

Cllr Gough reported that there have been no results from the automated traffic counts and it seems that they were not in place for the requested dates. Cllr Gough and the Clerk will chase Highways for clarification. **Action: Cllr Gough and the Clerk**

Cllr Gough reported that the Highways Department do not have any objections against the traveller's development at Farningham Hill Stables however they have requested some conditions including additional road markings and signage. Cllr Gough added that items to be installed or added to Highways land must be approved and given permission by Highways and is an exercise not connected to the planning application with Sevenoaks District Council.

Cllr McGarvey questioned Cllr Gough regarding comments made by David Brazier, Kent County Council Cabinet Member for Highways and Transport, at a Joint Transport Board appeal where David stated that Kent Highways will not consult with Parish Councils, Clerks or District Councillors on Planning Applications. Cllr Gough explained that Highways has to abide to planning frameworks and that local input does not have the power to change national policies.

CLlr Burns asked for an update on how the roundabout at Seven Mile Lane was justified. Cllr Gough and the Clerk advised that they would chase for information. **Action: Cllr Gough and the Clerk**

Cllr Gough left the meeting

**5. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960**

None

**6. A Public Open Session. Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note this item will be limited in time at the discretion of the Chairman.**

One member of the public was present to discuss dangerous parking as recently, and on a very regular basis, vehicles have started to park at the end of the double yellow lines after the bridge and over the entrance to Market Meadow. Members discussed the on-going issue and agreed for the Clerk to contact Sevenoaks District Council to request the double yellow lines are extended to the post box. Members also noted that vehicles overhang and park on the double yellow lines on the driveway opposite creating further problems and asked the Clerk to include this area when contacting Sevenoaks District Council. Cllr Shanmuganathan refrained from voting as the driveway belongs to his property. **Action: Clerk**

**7. If necessary, a report on breaches of General Data Protection Regulations**

None

**8. Approve as a correct record the Minutes of the Parish Council meetings on the 5<sup>th</sup> April, 2<sup>nd</sup>, 10<sup>th</sup> and 24<sup>th</sup> May 2023**

The minutes from the Parish Council meetings on the 5<sup>th</sup> April, 2<sup>nd</sup>, 10<sup>th</sup> and 24<sup>th</sup> May 2023 approved and signed.

**9. Trident**

To be completed by Cllr Salmon

**10. Matters arising from the Minutes where these are not covered under the subject headings below and Clerks update.**

**10.1 Proposed plans to reduce availability of Teardrop Recycling Centre**

Members noted the proposed plans and that it could be mentioned in the Trident.

**11. Planning – including consideration of the following planning applications requiring comments and note the updated planning log:**

**11.1 Planning log circulated by Clerk on 9<sup>th</sup> June 2023**

Noted

**11.2 Farningham Oak**

**11.2.1 Update from SDC Enforcement**

Members noted that, having visited the site, the Enforcement team at Sevenoaks District Council will not be pursuing enforcement issues at this time.

### **11.2.2 Communication from local business**

Members are concerned that Farningham Oak, now a condemned building, appears to be being used for storage, and this possible activity should be raised with SDC Enforcement. **Action: Clerk**

### **11.3 Maplescombe Farm Appeals, Hearing for APP/G2245/W/23/3318975, 18 July 2023, 10AM. APP/G2245/C/21/3288583 (21/00080/ENF) by written representation.**

Members agreed that there were no further comments to add at the hearing for APP/G2245/W/23/3318975 on the 18<sup>th</sup> July 2023 so therefore a representative from the Parish Council does not need to attend.

With regards to appeal APP/G2245/C/21/3288583 (21/00080/ENF), Members noted that this appeal will be by written representation and will consider responding when the invited to do so.

### **11.4 Approval of Delegated Powers to Clerk for planning**

Members agreed to adopt the amended Scheme of Delegation to be reviewed annually and in time for the annual audit.

### **11.5 Virtual meeting for Chimmens Solar Farm**

The Clerk advised that the date has been confirmed for the 28<sup>th</sup> June at 7pm. Cllr Burns requested a link to the virtual meeting. All Members requested the link to the new project website that the Clerk had received that day. **Action: Clerk.**

### **11.6 Planning Applications**

#### **11.6.1 Reference 23/00976/LBCALT**

Site: Maplescombe Farm House Maplescombe Lane Farningham Dartford Kent DA4 0JY

Proposal: Replace existing roof tiles with new. Revised plans submitted removing roof lights

Deadline, if further comments required, 21<sup>st</sup> June 2023

No further comments to add

#### **11.6.2 Reference 23/01431/HOUSE**

Site: Folly Rise Calfstock Lane Farningham Dartford Kent DA4 9JH

Proposal: Roof to rear extension amended from flat to dummy pitched roof including solar panels.

Rooflights. Alterations to fenestration.

Comments by 22<sup>nd</sup> June 2023

No comment

#### **11.6.3 Reference: 23/01287/HOUSE**

Site: Cottage On The Hill Sparepenny Lane Farningham Dartford Kent DA4 0JH

Proposal: Demolition of existing garage and replacement with two-storey outbuilding to create additional residential accommodation. Parking. Steps. Patio. Rooflights. Landscaping. Alterations to site levels.

Comments by: 26<sup>th</sup> June 2023

Comment

Farningham Parish Council requests that lighting from the new windows and doors in the proposed roof is considered to be at an acceptable level of output with no harmful impact, and in keeping with the area.

## **12. Finance Items for noting and decision**

### **12.1 Items paid, payable and receipts**

The Items payable were approved and signed

### **12.2 Flexed budget and forecasting reports, May 2023**

Members requested the donation to the Darent Valley Landscape Partnership to be reallocated to the correct code and that money spent from the grant for the Coronation fete be allocated to a cost code for the grant money rather than money from the Councils budget. **Action: Clerk**

### **12.3 End of year internal audit report**

Members noted the report and that the next internal audit will take place over summer.

### **12.4 Changes to Financial Regulations to allow use of a direct debit card**

The Clerk advised that Handelsbanken has sent the requested forms to implement our requested changes to the bank mandate, to delete Liz Bourne and add Cllr Mike Cook, and also that following a review of the Standings Orders and Financial Regulations amendments are not necessary and the paperwork for a debit card has been issued. Members agreed for the Clerk to complete and return the paperwork noting that the Financial Regulations state that use is specifically restricted to the Clerk and Responsible Finance Officer and that transactions are restricted to a maximum value of £100 per transaction unless authorised by council or finance committee in writing before any order is placed.

**Action: Clerk**

## **13. Items for decision and allocation of resources if necessary:**

### **13.1 Shand Hall hire**

Approved for payment

### **13.2 Internal Audit**

Approved for payment

### **13.3 Scribe**

Approved for payment

### **13.4 Approval of Clerks training - ILCA TO CILCA**

Approved for payment and for 15 study hours to be paid upon completion.

### **13.5 Streetlights – column 57 and Service Quotation 3700024004 UMC London Road DA4 0JP**

Approved for payment

### **13.6 Clerks overtime**

Approved for payment. Cllr Burns confirmed that she would request the additional hours with payroll.

**Action: Cllr Burns.**

## **14. Highways including**

### **14.1 20mph scheme**

Covered under agenda point 3

#### **14.2 Highways Improvement Plan – Automated Traffic Counts**

Covered under agenda point 3

#### **14.3 Bridge tablets**

Members noted the grant that the Rochester Bridge Trust are willing to make so long as Kent Highways allow work to take place to the High Street river bridge tablets. Members requested that the Clerk chase Kent Highways for approval, contact organisations for quotes and apply for grant funding that might be suitable for this project once costs are known. **Action: Clerk**

#### **15. Information for Streetlights maintenance contract**

Members questioned why the contract has been described as one plus three years and queried with the Clerk who will investigate. Members also approved the maintenance work from the inspection report but can wait until the leaves have dropped off the trees if it will reduce costs. **Action: Clerk**

#### **16. Adoption of new Scheme of Delegation 2023**

Covered under agenda point 11.4

#### **17. Family Fun Day Wednesday 2<sup>nd</sup> August 10am – 2pm.**

Members noted the date in August at Anthony Roper school with Eynsford Parish Council and agreed to contribute up to £250.00 for an activity if requested by Eynsford.

#### **18. Changes to local Policing**

Members noted the new temporary Beat Officer for Farningham requesting that the Clerk send all future meeting dates. Cllr Salmon added that the dumping of Nitrous Oxide canisters is becoming more widespread throughout the village. Cllr McGarvey requested that crime statistics be reported by Parish rather than Ward. **Action: Clerk**

#### **19. Friends of Farningham**

Cllr Salmon reported that maintenance of the riverside path stops at the A20 bridge when approaching from Horton Kirby meaning that the path from the A20 to the Lion Hotel is not being maintained. Members asked the Clerk to establish who owns the path. **Action: Clerk**

Cllr Salmon added that more volunteers would be appreciated. The Clerk was asked to prepare some posters for the Church fete on Saturday 17<sup>th</sup> June. **Action: Clerk**

Members also requested that the Clerk ask when Oliver Crecent is due its next grass cut and if not for a few weeks to ask Lothlorien to attend for an interim cut. **Action: Clerk**

#### **20. Items to circulate to parishioners**

Trident report, changes to local policing and volunteers for Friends of Farningham. **Action: Clerk**

#### **21. Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.**

**21.1** The Clerk advised that a resident had been in contact regarding management of the river as they feel it is overgrown and currently managed inappropriately. Members advised that the Parish Council

will continue to follow guidance from governing authorities and organisations that specialise in river management, including the Environment Agency, and to liaise this back to the resident. **Action: Clerk**

**21.2** Members asked the Clerk to chase the replacement Cattle Screen hanging wooden gates and to obtain more quotes if the contractor cannot give a definitive date for installation. **Action: Clerk**

**The meeting ended at 20:49**

**Date of next meeting Wednesday 19<sup>th</sup> July 2023**

**Items Paid**

7 June 2023 (2023-2024)

**Farningham Parish Council  
PAYMENTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
19	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	X	18.47		18.47
20	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	X	79.53		79.53
21	Postage/Stationery/Print	19/05/2023	Office stationery	Miss H Penney	X	3.74		3.74
22	Computer	19/05/2023	Acrobat	Miss H Penney	S	16.64	3.33	19.97
23	Bank charges	16/05/2023	Bank charges	Handelsbanken	X	10.80		10.80
24	Clerk's salary (net)	23/05/2023	Clerk's salary	Miss H Penney	X	1,030.60		1,030.60
25	Salary On Costs (Tax, NI etc)	19/05/2023	Tax/NI	HMRC	X	39.54		39.54
26	Parish Council and Clerk's cont	11/05/2023	Pension contribution	Nest Pensions	X	91.68		91.68
27	Electricity Charges	25/05/2023	Electricity supply	npower	L	226.46	11.32	237.78
28	Telephone /Broadband	10/05/2023	Telephone & Broadband	Miss H Penney	X	4.95		4.95
29	Postage/Stationery/Print	19/05/2023	Printing	Miss H Penney	X	5.00		5.00
30	Audit fees	19/05/2023	Information Commissioners	Miss H Penney	X	35.00		35.00
31	KALC subs	19/05/2023	KALC Subscription	KALC	S	540.20	108.04	648.24
32	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	X	13.49		13.49
33	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	S	139.50	27.90	167.40
34	Newsletters	10/05/2023	Printing	Mrs E Bourne	S	69.27	13.85	83.12
35	Kings Coronation	19/05/2023	Coronation Fete	Mrs E Bourne	S	85.75	17.15	102.90
36	Kings Coronation	19/05/2023	Coronation Fete	Mrs E Bourne	S	185.48	37.10	222.58
37	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	X	85.53		85.53
38	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	X	55.20		55.20
39	et Lighting Maintenance Cont	19/05/2023	et Lighting maintenance cont	Streetlights	S	995.88	199.18	1,195.06
40	Street Lighting Repairs	19/05/2023	Street Light Repair	Streetlights	S	41.25	8.25	49.50
41	Travel & Subsistence	19/05/2023	Parish Council Expenses	Carol Salmon	X	36.45		36.45
42	Kings Coronation	19/05/2023	Coronation Fete	Miss H Penney	S	230.00	46.00	276.00
43	Kings Coronation	19/05/2023	Balloon Artist	Carol Salmon	X	100.00		100.00
44	Grass cutting	31/05/2023	Amenity Area Maintenance	Lothlorien Landscapes	S	80.00	16.00	96.00
45	Churchyard Grasscutting	31/05/2023	Churchyard maintenance	Lothlorien Landscapes	S	295.00	59.00	354.00
<b>Total</b>						<b>4,515.41</b>	<b>547.12</b>	<b>5,062.53</b>

## Receipts

7 June 2023 (2023-2024)

### Farningham Parish Council RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
3	Bank Interest	31/05/2023	FPC Deposit (HB)	Bank Interest	Farningham Parish Council	X	11.78		11.78
<b>Total</b>							<b>11.78</b>		<b>11.78</b>

## Items payable

### Farningham Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
46	Village Hall Hire	14/06/2023	Shand Hall Hire	FPCC	X	264.00		264.00
47	Audit fees	14/06/2023	Audit fee	Mrs Julia Chamberlain	X	160.00		160.00
48	Scribe	14/06/2023	Scribe Accounts	Scribe Accounts	S	345.60	69.12	414.72
49	Training	14/06/2023	Training Course	Miss H Penney	S	120.00	24.00	144.00
50	Clerk's salary (net)	14/06/2023	Clerk's salary	Miss H Penney	X			
51	Computer	14/06/2023	Acrobat	Miss H Penney	S	16.64	3.33	19.97
52	Bank charges	14/06/2023	Bank charges	Handelsbanken	X			
53	Clerk's salary (net)	14/06/2023	Clerk's salary	Miss H Penney	X	1,030.60		1,030.60
54	Salary On Costs (Tax	14/06/2023	Tax/NI	HM Revenue and Cust	X	39.54		39.54
55	Pension (Parish Coun	14/06/2023	Pension contribution	Nest Pensions	X	91.68		91.68
56	Electricity Charges	14/06/2023	Electricity supply	npower	L	210.67	10.53	221.20
57	Telephone /Broadbar	14/06/2023	Telephone and Broadba	Miss H Penney	X	4.95		4.95
58	Postage/Stationery/F	14/06/2023	Printing	Miss H Penney	X	5.00		5.00
59	Street Lighting Repai	14/06/2023	Street Light Repair	Streetlights	S	97.75	19.55	117.30
60	Street Lighting Repai	14/06/2023	Street Light Repair	UK Power Networks	S	1,389.00	277.80	1,666.80
<b>Total</b>						<b>3,775.43</b>	<b>404.33</b>	<b>4,179.76</b>