

# Minutes of the Meeting of the Parish Council of Farningham, held at Shand Hall, High Street, Farningham on Wednesday 4<sup>th</sup> October 2023 at 7pm.

Present: Cllrs Daryl Burns (Chairman), Mike Cook (Vice Chair), Andie Fitzsimons, Philip McGarvey, Carol Salmon, Krishna Shanmuganathan, Laurence Ball (Sevenoaks District Council).

In attendance: Helen Penney (Clerk)

## 1. Apologies and reasons for absence.

Apologies were received and accepted for Cllr Gough (KCC) and Cllr White (SDC).

## 2. To fill any vacancies left unfilled at the election by reason of insufficient nominations via co-option

None

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

Cllr Salmon advised that she volunteers for the North West Kent Volunteer Centre and Cllr McGarvey advised that he is the President for the Farningham and Eynsford Local History Society, both of which will be discussed under agenda point 14.1.

## 4. Report from the County Councillor

Cllr Burns read out the following report provided by Cllr Gough:

### A20

Further to meetings held some months ago, there is intensive work going on by Highways (in liaison with the Police at certain points). I have ensured that the material related to Seven Mile Lane and the resident correspondence has been fed into their work. The analysis/ deep dive, being carried out by our officers focuses on traffic speed data (not only the recent ATCs), accident records etc and looks at the whole affected area of the A20. An options paper will be pulled together for discussion at the working group, with estimate of costs and programme. This should be within the next six weeks or less.

I will be briefed on this but the Group will also welcome a small working group of 2-3 elected Councillors from the Parish Council to engage on this. (Precise timing of this to be established, but certainly well in advance of wider local public engagement).

This is recognised for the very high priority that it is, and I hope this gives assurance that proposals will be coming forward shortly.

### 20mph scheme

Whitney has been onsite today (4 October). The handover date to contractors is 10 November, though it can take them up to 3 months to complete.

Cllr Burns, Cook and McGarvey expressed an interest in being involved in the A20 working party. The Clerk will circulate details as soon as they are available. **Action: Clerk.**

Members agreed to send questions for Cllr Gough to the Clerk 10 days before the next meeting to allow the Clerk to collate and send to Cllr Gough a week before the next meeting. **Action: Everyone.**

## **5. Report from the District Councillors**

Cllr Ball advised that the list of sites called for the next Local Plan will be available within the next two weeks.

## **6. 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

## **7. 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.**

None

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

None

## **9. Approve as a correct record the Minutes of the Parish Council meetings on 13<sup>th</sup> September 2023**

The Minutes from the Parish Council meeting on the 13<sup>th</sup> September 2023 were approved and signed.

## **10. Trident**

To be completed by Cllr Salmon. **Action Cllr Salmon.**

## **11. Matters arising where these are not covered under the following headings and Clerks update.**

### **11.1 Farningham Hill Stables**

The Clerk advised that Sevenoaks District Council served an enforcement notice to site on the 26<sup>th</sup> September 2023, reference 22/00416/OPDEV, for without planning permission, the unauthorised change of use from equestrian land to a material change of use of Land for the creation of 7 Gypsy/Traveller Pitches.

The notice is effective from 26<sup>th</sup> October 2023 and to be complied with by 26<sup>th</sup> April 2024.

### **11.2 The Old Stables**

The Clerk advised that the Enforcement Notice for Appeal Reference APP/G2245/C/22/3300910 has been quashed by the Planning Inspectorate. Members asked Cllr Ball and the Clerk to find out the next steps from Sevenoaks District Council. **Action: Cllr Ball and the Clerk.**

### **11.3 Rescue Pole at the Lion**

The Clerk advised that the rescue pole was installed after a risk assessment was carried out following an incident at another site. Members asked the Clerk to speak to the Conservation team as it is felt that the design of the sign is not appropriate for a conservation area. **Action: Clerk**

### **11.4 Intimidating dogs at IC**

The Clerk advised that the Community Protection Warning served on a member of public that has been visiting Irving's Corner has expired, however PC Mahoney and the Dog Warden have been working together and the person has been visited by PC Mahoney so it is believed they will find more suitable areas to exercise their dogs.

## **12. Planning**

### **12.1 Enforcement requests with SDC**

Members asked the Clerk to send further details to the Enforcement team for Walnut Tree Cottage, 38 London Road, as being in the Conservation area extensive building works have been taking place with no known planning applications. **Action: Clerk.**

### **12.2 Planning Applications. To consider any planning applications and to include any received by the Clerk after the agenda has been served to Councillors.**

#### **12.2.1 Reference: 23/02464/HOUSE**

Site: Sandrian 6 London Road Farningham Dartford Kent DA4 0JP

Proposal: Removal of existing pitched roof and replace with new pitched roof incorporating rear dormer. Erection of a single storey rear extension, new steps to the front of property. Alterations to fenestration.

Comments by: 10<sup>th</sup> October 2023

No comment however, it has been noted that the orange sign has not been placed in an appropriate area and is therefore not visible to passers-by.

### **12.3 Ratification of Planning Applications received but not needing further action or comment**

#### **12.3.1 Reference: 23/02648/WTPO**

Site: Cherry Tree Cottage High Street Farningham Dartford Kent DA4 0DP

Proposal: Works to Sycamore tree.

Granted

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

### **13.1 Items paid, receipts and items payable**

The items payable were approved and signed and it was noted that the second Precept payment has been received. It was also noted that the Tax and National Insurance payment will roll over to next month as payroll had not been processed in time for the meeting. Members asked the Clerk to request quotes for the electricity supply following a recent increase to the variable rate. **Action: Clerk.**

### **13.2 Flexed budget September 2023**

Members noted the report.

### **13.3 2024/25 budget and precept**

No new projects were requested for the Clerk to include in the budget.

### **13.4 Post box and new postal address at the Village Hall**

Members agreed for the Clerk to use the debit card to purchase a post box and the Farningham Village Hall Committee agreed for the new box to be mounted and the caretaker suggested it be installed at the rear of the building adjacent to the Farningham Village Hall letter box. Members agreed that the PO Box address not be renewed in January 2024 and for post to be redirected to the Clerk on a temporary basis to ensure that the new address can be updated with all relevant parties. **Action: Clerk.**

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

**14.1 Agree Donations for 2023/24**

Members agreed to make the following Grants adding We Are Beams and Antony Roper Pre School.

<b><u>FPC's s137 GRANTS TO LOCAL ORGANISATIONS</u></b>	<b><u>2023/24</u></b>
Anthony Roper School, Eynsford	£200.00
Citizens Advice in North & West Kent - Swanley	£200.00
CPRE (Council for Protection of Rural England)	£36.00
DRiPS	£20.00
EFL Trident	£60.00
Ellenor (hospice at Northfleet)	£250.00
FELHS (Farningham & Eynsford Local History Society)	£150.00
Kent Air Ambulance	£150.00
North West Kent Volunteer Centre	£100.00
Royal British Legion (for Remembrance Wreath)	£50.00
Swanley & District Food Bank	£200.00
West Kingsdown Food Bank	£200.00
We Are Beams	£150.00
Anthony Roper Pre School, Eynsford	£150.00
<b>Total</b>	<b>£1,916.00</b>

**14.2 Lothlorien**

Approved for payment.

**14.3 Mazars**

Approved for payment.

**14.4 Cattle Screen flint work**

Approved for payment.

**14.5 Hire of Shand Hall for annual HIP review with Kent Highways**

Approved for payment.

**14.6 Streetlight – Lighting repairs**

Approved for payment.

**15. Highways including**

**15.1 Correspondence from residents regarding Highways**

**15.1.1 Sparepenny Lane**

Members noted the correspondence from a resident on Sparepenny Lane and suggested the resident look into private drive signage or a chain across the entrance to try and prevent vehicles accessing their drive. Members agreed that the Council will not pursue signs for Sparepenny Lane as large vehicles are

entering Farningham from Eynsford which is where extra signs would be more effective however, the resident can discuss with Kent Highways if they wish to continue the conversation further.

#### **15.1.2 Concerns on the A20 and accessibility in Farningham**

Members noted the correspondence and that the comments on the A20 had been forwarded to Cllr Gough in the monthly email agreeing to use the information for road safety around Button Street in the refreshed HIP. Members added that disabled access in the village has historically been improved when possible. Cllr McGarvey agreed to discuss further with KALC and ask how other Parishes have solved similar issues. **Action: Cllr McGarvey and the Clerk.**

#### **15.1.3 Concerns on the A20 – email one**

Members noted the correspondence.

#### **15.1.4 Concerns on the A20 – email two**

Members noted the correspondence and that the comments had already been forwarded to Cllr Gough in his monthly email. Members agreed that the closing of the slip road on White Post Hill should be included as a possible solution in the HIP and to add widening the entrance to White Post Hill as this junction must also be considered. The closure of the slip road onto the A20 would prevent vehicles from turning right and remove the risk of accidents at this accident hotspot however, until investigated fully the impact on other dangerous junctions in the immediate area will not be known. **Action: Clerk.**

#### **15.1.5 Concerns on the A20 – email three**

Members noted the correspondence and that the comments on the A20 had already been sent to Cllr Gough in his monthly email.

#### **15.1.6 Maintenance required throughout the Parish**

Members noted the correspondence and requested that the comments on the A20 be sent to Cllr Gough in his monthly email and added to the Highways portal for action. **Action: Clerk.**

### **15.2 Review of the Highways Improvement Plan for the next annual review on Wednesday 22<sup>nd</sup> November 10:30, Shand Hall**

Members agreed on having engineering solutions on the A20, from Button Street to Scratchers Lane, as the only priority on the HIP to eliminate deaths on the road, reduce risks and improve safety. The Clerk will refresh the HIP ready for the annual review with Kent Highways on Wednesday 22<sup>nd</sup> November. **Action: Clerk.**

## **16. Events**

### **16.1 Christmas lights, Saturday 2<sup>nd</sup> December 2023 5pm**

Members requested that the tree be positioned in the corner of Market Meadow near Irvings Corner so that it can be seen from the High Street by looking through the gate and noted that the batteries for the lights will be paid for by using the debit card. **Action: Clerk.**

### **16.2 Farningham Parish Council Meeting dates January, February and March 2024.**

Members agreed to trial the second Wednesday of every month starting from January and noted the first few dates of 2024 to be the 10<sup>th</sup> January, 14<sup>th</sup> February and the 13<sup>th</sup> March and for the Clerk to confirm with Shand Hall. **Action: Clerk.**

**17. To agree for the removal of or on-going maintenance of dummy CCTV in the village**

Members agreed for the redundant CCTV equipment to be removed unless the owners of the buildings each is attached to would like it to remain in which case, the responsibility would pass to these individuals and away from the Council. **Action: Clerk.**

**18. Defibrillator cabinet**

Members asked the Clerk to continue chasing St John's Ambulance to return the missing cabinet and to speak to the Pied Bull as they might be able to facilitate the defibrillator inside until the cabinet is replaced. **Action: Clerk.**

**19. Newsletter**

Members agreed to produce one page folded as a new format for the newsletter. Cllr Burns and Salmon would provide the Clerk with content for formatting and Cllr McGarvey will look into a printing option as well as the Clerk speaking to Eynsford Parish Council for a quote onto paper provided by Farningham PC. **Actions: Cllrs Burns with McGarvey, Salmon and the Clerk.**

**20. Friends of Farningham**

Cllr Slamon advised that the 2023 season has come to an end and that it has been a successful summer helping to keep Farningham neat and tidy. Councillors thanked Cllr Salmon for her hard work and dedication at organising the work parties and look forward to seeing what the 2024 season has to bring.

**21. Items to circulate to parishioners**

The Clerk advised that she had received the map from Highways for the informal consultation on extending double yellow lines near to the entrance at Market Meadow and that the consultation will start on Friday 6<sup>th</sup> October, running to Friday 3<sup>rd</sup> November, via mailchimp, noticeboards and the Trident adding that the Trident report will be sent via mailchimp and anything urgent. **Action: Clerk.**

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

None

**Date of next meeting Wednesday 8<sup>th</sup> November 2023**

**Items Paid**

**Farningham Parish Council  
PAYMENTS LIST**

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
70	Telephone /Broadband	21/09/2023	Telephone and Broadband charges	Miss H Penney	S	8.25	1.65	9.90
74	Grass cutting	21/09/2023	Churchyard maintenance	Lothlorien Landscapes	S	590.00	118.00	708.00
75	Maintenance Assets/Open Spaces	21/09/2023	Amenity Area Maintenance	Lothlorien Landscapes	S	160.00	32.00	192.00
76	Administration Fees	21/09/2023	Payroll services	DM Payroll Services	X	90.00		90.00
78	Salary On Costs (Tax, NI etc)	13/09/2023	Tax/NI	HM Revenue and Customs	X	77.48		77.48
82	Computer	21/09/2023	Acrobat	Miss H Penney	S	33.28	6.66	39.94
83	Bank charges	14/09/2023	Bank charges	Handelsbanken	X	9.10		9.10
84	Clerk's salary (net)	25/09/2023	Clerk's salary	Miss H Penney	X	1,030.60		1,030.60
86	Pension (Parish Council and Clerk's contributions)	14/09/2023	Pension contribution	Nest Pensions	X	91.68		91.68
87	Electricity Charges	13/09/2023	Electricity supply	npower	L	192.96	9.65	202.61
89	Postage/Stationery/Print	21/09/2023	Printing	Miss H Penney	X	10.00		10.00

**Total 2,293.35 167.96 2,461.31**

## Receipts

3 October 2023 (2023-2024)

### Farningham Parish Council RECEIPTS LIST

Voucher	Code	Date	Bank	Supplier	VAT Type	Net	VAT	Total
11	Anonymous Donation	15/09/2023	FPC Current Account (HB)	Farningham Parish Council	X	141.00		141.00
12	Bank Interest	29/09/2023	FPC Deposit (HB)	Farningham Parish Council	X	13.20		13.20
13	Precept received from SDC	29/09/2023	FPC Current Account (HB)	Farningham Parish Council	X	24,189.00		24,189.00
<b>Total</b>						<b>24,343.20</b>		<b>24,343.20</b>

## Items Payable

27 September 2023 (2023-2024)

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

Voucher	Date	Description	Supplier	VAT Type	Net	VAT	Total
85	04/10/2023	Tax/NI	HM Revenue and Customs	X			
92	04/10/2023	Market Meadow Grasscutting	Lothlorien Landscapes	S	80.00	16.00	96.00
93	04/10/2023	Churchyard maintenance	Lothlorien Landscapes	S	295.00	59.00	354.00
							450.00
94	04/10/2023	Cattle Screen flint work	Tim Germaney Heritage Bricklayer	X	1,125.00		1,125.00
95	04/10/2023	Audit fee	Mazars	S	315.00	63.00	378.00
96	04/10/2023	Clerk's salary	Miss H Penney	X	1,030.60		1,030.60
97	04/10/2023	Pension contribution	Nest Pensions	X	91.68		91.68
98	04/10/2023	Shand Hall Hire	FPCC	E	24.00		24.00
99	04/10/2023	Streetlight Repair	Streetlights	S	505.00	101.00	606.00
100	04/10/2023	Electricity Supply	Npower	L			
88	04/10/2023	Telephone and Broadband charges	Miss H Penney	S	4.12	0.83	4.95
90	04/10/2023	Acrobat	Miss H Penney	S	15.97	3.19	19.16
91	04/10/2023	Printing	Miss H Penney	X	5.00		5.00
							29.11
<b>Total</b>					<b>3,491.37</b>	<b>243.02</b>	<b>3,734.39</b>

The Tax/NI payment will roll over to next month as payroll had not been processed in time for the meeting.