

Farningham Parish Council

Minutes of the Meeting of the Parish Council of Farningham held at Shand Hall, High Street, Farningham on Wednesday 12th November 2025 at 7pm.

1. Attendees and apologies for absence.

Attendees: Cllrs Burns, Bourne, Fitzsimons, McGarvey, McGeough and Salmon, Sevenoaks District Councillor (SDC) White.

In Attendance: ten members of the public (in part) and the Clerk, Helen Penney.

Apologies: SDC Cllr Ball.

Absent: Kent County Councillor (KCC) Logen.

2. Co-option.

None.

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

None.

4. To consider, and approve if appropriate, agenda items sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of Admission to Meetings Act 1960.

None.

5. Trident.

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

6. Report from the County Councillor.

None.

7. Report from District Councillors.

Deferred to agenda item 12.8.

8. A Public Open Session. Members of the public will be welcome to address the Parish Council with any local concerns they have. Please note that each speaker will be allocated a maximum of three minutes and at the discretion of the Chair.

Members of the public were welcomed to address the Parish Council with any local concerns.

Two members of the public present shared their views on agenda item 11.2.1. The remaining members of the public had attended to observe the meeting.

9. Approve as a correct record, the Minutes of the Parish Council meeting on the 8th October 2025.

The minutes from 8th October 2025 were recorded as a correct record and signed by the Chair.

10. Clerks report.

The Clerk reported that The Trident should be delivered to every house in the parish this month and that there is the opportunity to deliver Local Plan leaflets at the same time if approved under agenda item 11.6.4.

Annual leave dates have been approved for the 22nd, 23rd, 24th, 29th, 30th and 31st December 2025 and 2nd January 2026.

11. Planning.

11.1 To note and raise any questions to the planning log circulated by the Clerk on 7th November 2025.

Noted.

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

11.2.1 Reference: 25/02877/FUL

Site: St Johns Ambulance Brigade Horton Way Farningham Kent DA4 0DQ

Proposal: Change of use of the existing building to an art studio and storage facility for artwork.

Comments by: 17th November 2025

Comments:

- That no hazardous materials are stored on site and no hazardous processes are undertaken.
- That permitted development rights are removed.
- That no future change of use to residential purposes be permitted.
- That no vehicles associated with site are parked or left standing on the private road outside the building at any time.

11.2.2 Reference 25/02485/FUL

Site: Gorse Hill Nursery Gorse Hill Farningham Kent DA4 0JU

Proposal: The siting of 8 containers and the use of the land for storage purposes, correct fee now paid

Comments by: 17th November 2025.

No comment

11.2.3 Reference: 25/02305/LBCALT

Site: Farningham Butchers High Street Farningham Kent DA4 0DG

Proposal: Change of use of the existing butcher shop into a two-bedroom residential dwelling, including internal changes and alteration to fenestration as well as the removal of hardstanding and cladding

Comments by: 20th November 2025

No comment

11.2.4 Reference: 25/03127/HEDNOT

Site: 24 Beesfield Lane Farningham Kent DA4 0BZ

Proposal: Hedgerow removal.

Comments by: 24th November 2025

Object – loss of biodiversity, creating hazards on Beesfield Lane and pedestrians.

11.3 To note planning applications responded to under the Clerks delegated powers.

11.3.1 Reference: 25/02829/LBCALT

Site: Lion Hotel High Street Farningham Kent DA4 0DP

Proposal: Removal, restoration and replacement of existing window and replacement of existing structurally unsound timber beam.

Comments: Support if SDCs Conservation Officer is satisfied with the application.

11.3.2 Reference: 24/02525/OUT

Site: Mercure Brands Hatch Hotel London Road West Kingsdown Kent DA3 8PE

Proposal: Amended Preliminary Ecology Appraisal and BNG report in response to KCC Ecology comments.

Comment: Parking Concerns.

11.4 Appeals and applications called to SDCs Development Control Committee

11.4.1 Reference: 25/01104/FUL – SDCs DCC, Thursday 13th November 2025

Site: Hilltop Farm, London Road, Farningham Kent DA4 0JW

Proposal: Proposed change of use to create 5 pitches for occupation by Gypsy Traveller Families including construction of 5 day rooms

11.4.2 Reference: SDC 25/00038/RFPPI, Planning Inspector 6001111

Site: Land North West Of Charton Manor Gorse Hill Farningham Kent

Nature: Erection of dwellings with a minimum of 5 or a maximum of 9 net dwellings and associated ancillary works.

Any additional comments due in writing by: 4th December 2025.

Cllr McGeough to provide additional written comments to be submitted by the Clerk. **Action: Cllr McGeough and the Clerk.**

11.4.1 To note an appeal for The Chequers Public House Asset of Community Value and nominate a Council Member to represent the Parish Council.

Cllrs noted the appeal and to confirm a Parish Council representative nearer to the hearing.

11.5 Updates on enforcement cases and to highlight new activities or sites causing concern.

No new updates.

11.6 Regulation 18, Sevenoaks District Council's Local Plan. FPC to:

11.6.1 Resolve FPCs approach/response to the consultation, to include sites and policies;

Members unanimously resolved that Farningham Parish Council would submit a "None of the Above" response to the consultation.

Cllr McGeough submitted a motion to support the housing sites in option 1 as part of the response. This was supported by Members but not Cllr Bourne.

11.6.2 Nominate councillor(s) to draft FPCs response;

Cllr McGeough was nominated to draft a response for Farningham Parish Council. **Action: Cllr McGeough.**

11.6.3 Resolve for the Clerk to submit FPCs response under delegated powers;

Members resolved for Farningham Parish Council's response to be submitted to SDCs Local Plan portal. **Action: Clerk.**

11.6.4 Approve the production and distribution of joint leaflets with Crockenhill and Eynsford Parish Councils, subject to their agreement to the same action and content;

Members requested that the leaflet be delayed until the following week, to be finalized after SDCs pop-up session and to include information on policies, housing sites and strategies in the plan. Members requested that the Clerk advised Crockenhill and Eynsford Parish Council as they may prefer to print and deliver leaflets separately. **Action: Clerk.**

11.6.5 Resolve whether an additional Parish Council meeting is required prior to the close of the consultation.

Members resolved to host a drop-in session for residents on Friday 21st November 2025 to help answer any questions and requested that the Clerk confirm the booking before confirming details and advertising the event to residents. **Action: Clerk.**

12. Finance Items for noting and decision.

12.1 To approve items payable, and note items paid and receipts.

The items payable were approved and items paid and receipts noted.

12.2 To note and raise any questions for the flexed budget October 2025.

None.

12.3 To note the draft 2026/27 budget, consider additional projects and questions for the Clerk.

Members noted the draft budget and were asked to send questions to the Clerk by the end of November 2025 so that they can be addressed for December's meeting. **Action: All Members.**

12.4 To agree 2025/26 donations to voluntary organisations.

Members approved the following:

<u>FPC's s137 GRANTS TO LOCAL ORGANISATIONS</u>	<u>2025/26</u>
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)	£300.00
FELHS (Farningham & Eynsford Local History Society)	£150.00
Kent Air Ambulance	£300.00
Royal British Legion (for Remembrance Wreath)	£50.00
Poppy Wreath	£20.00
Swanley & District Food Bank	£200.00
West Kingsdown Food Bank	£200.00
We Are Beams	£150.00
Anthony Roper Pre School, Eynsford	£150.00
The Space	£300.00
Total of the above s137 grants:	<u>£2,336.00</u>

12.5 Discuss and agree to using interest added to the Ted account to contribute to flint wall repairs at Market Meadow.

Members resolved that the money in the United Trust Account (Bequest Village Hall) is for the sole purpose of the Village Hall and includes regular expenditure such as insurance and mandatory services for the fire alarm. Cllr Burns and Salmon will relay this information to the Village Hall Committee.

12.6 To receive an update from Cllrs Burns and Salmon regarding tree roots at Farningham Village Hall car park and agree next steps.

Members noted that a member of the public has tripped in the car park where a tree root has lifted the surface of the car park creating a trip hazard. The caretaker has since tried to flatten the area and placed a traffic cone to warn other car park and village hall users. Members requested that the Clerk investigate and ensure it is checked during the next tree survey. **Action: Clerk.**

12.7 To agree changes to Handelsbanken and UTB Banking Mandates.

Members noted that Cllr Fitzsimons will be leaving the council at the end of November as she is moving away. Members resolved to keep Cllr Burns and McGarvey on the banking mandates

which can be updated at a later date with additional signatories. Once Cllr Fitzsimons has left, she can be removed. **Action: Clerk.**

12.8 To receive a verbal update from Cllr White regarding Farningham Woods 40th anniversary and resolve a financial contribution towards the project and a councillor/s that can support.

Cllr White provided a verbal update regarding the Farningham Woods 40th anniversary. He reported that he has visited Farningham Woods with SDC Countryside Rangers and representatives from Eagle Heights to discuss projects for the anniversary, which will be celebrated in September 2026. The meeting was very positive. Key points discussed:

- Eagle Heights can recommend and fit bird and bat boxes over a proposed three-year period, and can monitor and maintain them during this period and beyond. Funding is required. The first installation should be completed by February 2026 to coincide with the nesting season. Eagle Heights can also undertake wildlife surveys.
- The Rangers can provide and fit a boot scraper in the car park.
- Wooden way markers will need to be funded to replace the existing plastic disks, which are not suitable for an SSSI.
- SDC will be able to publish press releases in the run-up to the 40th anniversary.

Resolutions / Actions:

- Members agreed to contribute up to £500 in this financial year towards bird and bat boxes.
- Next financial year, members will consider funding for the wooden way markers and review costs associated with the three-year project with Eagle Heights.
- Cllr Bourne agreed to act as a Parish Council representative to support Cllr White and progress the project in between meetings.

12.9 Fly tipping Farningham Woods Car Park.

Members notes the recent fly tipping incident and approved for it to be removed by SDC for £80+VAT. **Action: Clerk.**

12.10 To approve Clerks overtime, October 2025.

Members approved 9.5 hours Clerks overtime and requested that Cllr Burns send the information to payroll. **Action: Cllr Burns.**

13. To receive an update from the Clerk regarding the Expressions of Interest to SDC for Community Asset Transfers.

The Clerk reported that the Business Cases were currently being prepared for submission by the revised deadline of Friday 14 November 2025.

The Clerk also confirmed that a valuer had been appointed at a cost of £875 + VAT per site. Members approved the expenditure expressing frustration at the costs and process.

14. To receive an update from the Clerk following the annual Highways Improvement Plan (HIP) review and confirm next steps.

The Clerk reported that the HIP had been reviewed with the Highways Team and Cllrs Fitzsimons, McGarvey and Salmon. During this meeting, it was agreed that the Clerk would resubmit the HIP, as some items had been separated into individual priorities or archived. The Clerk will circulate the amended HIP and provide updates/actions to be agreed at future meetings. **Action: Clerk.**

15. Resolve to adopt NALCs Model Standing Orders, 2025.

The Standing Orders were adopted .

16. KALC COMMUNITY AWARDS SCHEME 2026

Members noted one nomination has been received and that the deadline for nominations has been extended in time for Decembers meeting, when Members can vote.

17. KCC Help Us Shape Kent's New Walking & Cycling Itineraries.

Noted.

18. To consider inconsiderate parking, Beesfield Lane and agree next steps.

Added to the HIP and covered under agenda point 14.

Members requested that the Clerk write to BS Motors to advised that the Parish Council has received complaints and, if the vehicles are associated with the garage, that they are parked more considerately and in safe locations. **Action: Clerk.**

19. Correspondance – Motorbikes and scooters, Cinder Path and agree next steps, if any.

Members noted the correspondence and requested that residents continue to report all antisocial behaviour to the Police so that incidents are properly recorded and can inform any future changes relating to the Cinder Path.

Urgent business that occurs and requires, attention before the next meeting that may be reported at the Chairman's discretion.

Date of next meeting Wednesday 10th December, 7pm.

Requests from Councillors for the next agenda due by 28th November 2025.

Items Paid

Farningham Parish Council PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
85	Projects	02/10/2025	Land Registry fee	Land Registry	X	14.00		14.00
92	Telephone /Broadband	10/10/2025	Telephone and Broadband charges	Talk Mobile	S	4.12	0.83	4.95
87	Bank charges	14/10/2025	Bank charges	Handelsbanken	X	13.70		13.70
97	Training	14/10/2025	Training Course	Kent Association of Local Councils	S	35.00	7.00	42.00
110	Computer	15/10/2025	Live Drive	Live Drive	X	76.90		76.90
93	Postage/Stationery/Print	16/10/2025	Printing	Miss H Penney	X	5.00		5.00
84	Projects	16/10/2025	Land Registry fee	Miss H Penney	X	14.00		14.00
83	Family Fun Day	16/10/2025	Family Fun Day	Play Place Transitions Ltd	S	365.00	73.00	438.00
81	Clerk's salary (net)	16/10/2025	Clerk's salary	Miss H Penney	X	24.56		24.56
89	Salary On Costs (Tax, NI etc)	16/10/2025	Tax/NI	HM Revenue and Customs	X	155.35		155.35
88	Clerk's salary (net)	23/10/2025	Clerk's salary	Miss H Penney	X	1,129.29		1,129.29
91	Electricity Charges	24/10/2025	Electricity supply	npower	L	331.99	16.60	348.59
86	Computer	29/10/2025	Acrobat	Adobe Acrobat	S	16.64	3.33	19.97
90	Pension (PC & Clerk's contributions)	30/10/2025	Pension contribution	Nest Pensions	X	104.71		104.71
100	Projects	31/10/2025	Land Registry fee	Land Registry	X	7.00		7.00
				Total		2,297.26	100.76	2,398.02

Receipts

Farningham Parish Council RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Net	Total
12	VAT Refund received	17/10/2025	FPC Current Account (HB)	HMRC VAT Refund		3,423.73
13	Grant	31/10/2025	FPC Current Account (HB)	Grant - SDC	250.00	250.00
14	Bank Interest	31/10/2025	FPC Deposit (HB)	Bank Interest	44.82	44.82
				Total	294.82	3,718.55

Items Payable

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

Voucher	Method	Date	Description	Supplier	VAT Type	Net	VAT	Total
101	Card	01/11/2025	Land Registry fee	Land Registry	X	7.00		7.00
99	Card	03/11/2025	Christmas	Battery Station	S	38.42	7.68	46.10
98	BACs	12/11/2025	Land Registry fee	Miss H Penney	X	11.00		11.00
109	BACs	12/11/2025	Printing	Miss H Penney	X	5.00		5.00
								16.00
82	BACs	12/11/2025	Shand Hall Hire	FPCC	X	20.00		20.00
95	BACs	12/11/2025	Printing	Aspect Press	S	128.00	25.60	153.60
94	BACs	12/11/2025	Printing	Aspect Press	S	48.00	9.60	57.60
								211.20
96	BACs	12/11/2025	Street Lighting contract	Streetlights	S	1,035.71	207.14	1,242.85
105	BACs	12/11/2025	Tax/NI	HMRC	X	155.35		155.35
111	BACs	12/11/2025	Poppy Wreath	FPCC	X	19.99		19.99
108	DD	12/11/2025	Phone & Broadband charges	Talk Mobile	S	4.12	0.83	4.95
102	DD	12/11/2025	Acrobat	Adobe Acrobat	S	16.64	3.33	19.97
103	DD	12/11/2025	Bank charges	Handelsbanken	X			
107	DD	12/11/2025	Electricity supply	npower	L			
104	SO	12/11/2025	Clerk's salary	Miss H Penney	X	1,129.28		1,129.28
106	DD	12/11/2025	Pension contribution	Nest Pensions	X	101.46		101.46
				Total		2,719.97	254.18	2,974.15