

**Minutes of the Meeting of the Parish Council of Farningham held at
St Peter & St Paul Church, 5-6 High Street, Farningham, Kent, DA4 0DG
on Wednesday 23 June 2021 to 7.00pm**

Present: Cllrs Liz Bourne (Chair), Daryl Burns, Philip McGarvey (District Councillor), Latif Oztosun, Sam Pointer and Carol Salmon

Apologies: Cllr Krish Shanmuganathan

In attendance: Cllr Roger Gough (County Councillor) (in part) and Amanda Barlow (Clerk)

1. To receive apologies and reasons for absence.

Apologies were received and accepted from Cllr Shanmuganathan.

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

None.

3. To receive report (verbal) from the County Councillor

- Cllr Gough reported that the road signs have been removed and there were some other signs which appeared near the garage and these have now been dealt with. Cllr Salmon advised that there 2 large signs still on the roundabout and 2 in the bushes and sandbags on the left hands side.
- Beesfield Lane (at the entrance to Beesfield Lane from the Eynsford Road side)– Cllr Gough advised that a few bollards will be placed to prevent parking on the grass verge.
- Farningham Woods – Cllr Gough discussed the request to close the access to the woods and discussed with Members how the Council could make a TRO work practically as others needed access such as horses and riders/pedestrians. It would be difficult to give them access and then stop motorbikes. Cllr Gough suggested setting up a zoom meeting with Graham Rusling and 1 or 2 Parish Councillors. Cllr Bourne suggested also inviting Ashley Walmsley, Countryside and Open Spaces Manager, Sevenoaks District Council.
- Speed Survey – The survey results have been received and are being dealt with by Whitney Gwillim who will contact the Clerk to find a date in the last week of July to meet with Members either via zoom or on site.
- Cllr Gough advised that he had spoken to Whitney Gwillim about the accident that happened on Friday 18 June 2021 on the A20 and the problems with the gullies. Cllr McGarvey advised that the gullies were full and overflowing but they have been cleared since the accident.
- Air Pollution – Members raised the issue over monitoring the air quality and Cllr Gough advised that the Parish Council would need to contact Sevenoaks District Council. **(Action: Clerk)**
- Members commented on the noise of traffic up the hill at London Road and that the road had previously had acoustic surfacing but it has been resurfaced without it. It is a 40mph but it is not enforced and it is not particularly obvious that you are in 40 mph zone.
- Cllr Gough agreed to look at the resurfacing and speak to the police about the speeding. Residents thought perhaps some kind of acoustic fencing/hedging could be put in. Cllrs Pointer and Oztosun advised about a mobile speed sign and it was agreed that they would discuss this with KCC.
- Grass verges – Cllr Gough advised that there are policies regarding cutting verges and confirmed that he would arrange for a copy of the Rural Grass Verge Policy to be sent to the Clerk.

Cllr Gough left the meeting.

4. To receive report (verbal) from the District Councillor

Cllr McGarvey reported that Sevenoaks District Council is now holding meetings face to face and the first meeting was held in the Stag Theatre.

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.

None.

7. To approve as a correct record the Minutes of the Parish Council meetings on 5 May 2021

Members resolved to approve the minutes of the meeting on 7 April 2021.

8. To take Matters arising from the Minutes where these are not covered under the subject headings below:

There were no matters arising.

9. To consider the following planning applications requiring comments and note the updated planning log:

9.1 Planning Applications

Application: 21/01738/HOUSE

Deadline for response: 28/06/2021

Site: Farningham Hill House Farningham Hill Road Farningham KENT DA4 0JR

Development: Erection of a replacement outbuilding to provide garages with games room in the roof space.

Members resolved to respond no comment on this application.

Application: 21/01808/FUL

Deadline for response: 02/07/2021

Site: Philip Springs Farningham Hill Road Farningham KENT DA4 0JR

Development: Construction of detached dwelling house

Members resolved to respond no comment on this application.

9.2 Planning Log

Noted.

9.3 Sevenoaks District Council List of Delegated Decisions

Noted.

10 Finance Items for noting and decision

10.1 Annual Return 2020/21

10.1.1 To approve the Accounting Governance Statements for 2020/21

Members resolved to agree the Accounting Governance Statements for 2020/21 and these were signed by the Chair and Clerk.

10.1.2 To approve the Accounting Statements for 2020/21

Members resolved to agree the Accounting Statements for 2020/21 and these were signed by the Chair and the Responsible Financial Officer.

10.2 Items paid and payable

Members resolved to agree the items paid and payable as at Appendix A.

10.3 Budget for 2021/22

Noted.

11 Items for decision and allocation of resources if necessary

11.1 To agree, if appropriate, the following

11.1.1 Litter bin in London Road

Members resolved to install a bin at a cost of £350 for the bin and £150 for installation.

Members agreed that Cllr Pointer would agree the location of the bin with the resident and Sevenoaks District Council. (Action: Cllr Pointer)

11.1.2 Farningham Day

Members agreed the timing and date of Farningham Day on 4 September 2021 from 11am to 3pm and that a flyer should go out to ask for help at the end of July and then another one at the end of August. **Members resolved to spend £160 on printing the flyers for the event.**

11.1.3 West Kent Neighbourhood Watch Association Funding request

Members resolved to award a donation of £50 to the West Kent Neighbourhood Watch Association Funding.

Members resolved to extend the meeting past the two hours.

11.2 To discuss and agree, if appropriate, amendments the Standing Orders

Members resolved to agree the Temporary Scheme of Delegation 2021.

11.3 To discuss and agree next actions with regard to grass verges in the village

Members discussed the grass verges with Cllr Gough who agreed to provide the Council with a copy of KCC's rural grass verges policy. Members agreed that the Clerk should respond to the resident. **(Action: Clerk)**

11.4 To discuss and agree next actions with regard to parking in Farningham High Street

Members agreed the Clerk should advise the resident that the Parish Council did not receive any monies from the filming and that Market Meadow is not owned by the Parish Council.

11.5 To discuss and agree next actions with regard to the Farningham Village traffic calming scheme

Members discussed this item under Agenda Item 3.0

11.6 To discuss and agree next actions with regard to the air quality in Farningham

Members discussed this item under Agenda Item 3.0

11.7 To discuss and agree next actions with regard to speedwatch

Cllr Pointer advised that Speedwatch has started again in the village and it was agreed that information would be sent out by mail chimp. Cllr Pointer agreed to draft a paper to send out.

11.8 To discuss and agree next actions with regard to the website hosting contract

Members resolved to increase the capacity of the website hosting contract to 5G by £20 per year.
(Action: Clerk)

11.9 To discuss and agree next actions with regard to the Parish Noticeboards

Members agreed that the Clerk should get quotes for a 3 door wooden notice board with the name of the Parish Council on the top. (Action: Clerk)

11.10 To discuss and agree next actions with regard to the joint event in 2022 organised by Eynsford Parish Council

Members resolved to be part of the joint event in 2022 organised by Eynsford Parish Council and that Farningham Parish Council would contribute up to £3,000 towards the cost of the event.

12 Items for report/noting

12.1 Correspondence

12.1.1 General Correspondence

Noted at Appendix B.

12.1.2 Kent Police News Letter

Noted.

12.1.3 Woodland Trust Trees

Members commented that there was no space for trees.

12.2 Notes of meeting held on 2 June 2021

Noted.

12.3 Dates for meetings 2021

Agreed and noted at Appendix C.

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

None.

14 Date of next meeting Wednesday 7 July 2021 at 7.00pm at Shand Hall, St Peter and St Paul Church, Farningham.

The meeting ended at 21.56.

Appendix A

Items Paid.

21 June 2021 (2021-22)

Farningham Parish Council PAYMENTS LIST

| Voucher | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|-------------------------------|------------|--------|-----------------------|-----------|-----------------------------|-------------------------|----------|-----------------|---------------|-----------------|
| 1 | Bank charges | 05/05/2021 | | FPC Current Account (| | Bank charges | Handelsbanken | X | 8.65 | 0.00 | 8.65 |
| 2 | Clerk's salary (net) | 05/05/2021 | | FPC Current Account (| | Clerk's salary | Mrs A Barlow | X | 732.35 | 0.00 | 732.35 |
| 5 | Telephone/Broadband | 05/05/2021 | | FPC Current Account (| | Telephone and Broadband cha | Mrs A Barlow | X | 73.39 | 0.00 | 73.39 |
| 8 | Telephone/Broadband | 13/05/2021 | | FPC Current Account (| | Acrobat | Mrs A Barlow | S | 12.64 | 2.53 | 15.17 |
| 11 | Maintenance Assets/Open Sp | 13/05/2021 | | FPC Current Account (| | Open Spaces Maintenance | Symonds Fence | S | 1,950.00 | 390.00 | 2,340.00 |
| 10 | Salary On Costs (Tax, NI etc. | 13/05/2021 | | FPC Current Account (| | Tax/NI | HM Revenue and Customs | X | 1,055.20 | 0.00 | 1,055.20 |
| 12 | Telephone/Broadband | 13/05/2021 | | FPC Current Account (| | Telephone and Broadband cha | Mrs A Barlow | X | 59.00 | 0.00 | 59.00 |
| 9 | Salary On Costs (Tax, NI etc. | 13/05/2021 | | FPC Current Account (| | Tax/NI | HM Revenue and Customs | Z | 463.68 | 0.00 | 463.68 |
| 6 | Computer | 28/05/2021 | | FPC Current Account (| | Acrobat | Mrs A Barlow | X | 15.17 | 0.00 | 15.17 |
| 15 | Bank charges | 14/06/2021 | | FPC Current Account (| | Bank charges | Handelsbanken | X | 9.70 | 0.00 | 9.70 |
| 16 | Electricity Charges | 17/06/2021 | | FPC Current Account (| | Electricity supply | E-on (Electricity) (DD) | S | 132.22 | 26.44 | 158.66 |
| 17 | Electricity Charges | 17/06/2021 | | FPC Current Account (| | Electricity supply | E-on (Electricity) (DD) | S | 136.62 | 27.32 | 163.94 |
| 13 | Bank charges | 17/06/2021 | | FPC Current Account (| | Bank charges | Handelsbanken | X | 10.35 | 0.00 | 10.35 |
| Total | | | | | | | | | 4,658.97 | 446.29 | 5,105.26 |

Items to be Paid.

| | Payee | Description | Net | VAT | Total |
|-----|--|--|----------------|---------------|----------------|
| 1. | Streetlights (01/05/2021) | Payment 1 of 2 Maintenance Contract | 1236.73 | 247.35 | 1484.08 |
| 2. | Streetlights (14/05/2021) | Second payment of column painting works | 2,898 | 579.60 | |
| 3. | Lothlorien (30/04/2021) | Grass cutting church | 260 | 52 | 312 |
| 4. | Lothlorien (30/04/2021) | Grass cutting FPC and MM | 115 | 23 | 138 |
| 5. | Lothlorien (30/05/2021) | Grass cutting church | 260 | 52 | 312 |
| 6. | Lothlorien (31/05/2021) | Grass cutting FPC + MM | 115 | 23 | 138 |
| 7. | Scribe | Accounts package | 288 | 57.60 | 345.60 |
| 8. | Cllr E Bourne | Reimbursement for a. Newsletter (97.71) b. PC disposal (£37.61) | 81.42 31.36 | 16.29 6.72 | 97.71 37.61 |
| 9. | Mrs A C Barlow | Clerk's expenses | 125.54 | | 125.54 |
| 10. | West Kent Neighbourhood Watch Association (to be agreed at Agenda item 11.1.3) | Grant to WK Neighbourhood Watch Association. Agreed on 02.06.21 – to be ratified on 23.06.21 | 50 | | 50 |

Appendix B

SDC Correspondence 25 May to 18 June 2021

1. SDC - [01 \(2021/22\) Transfer to Quercus housing from s106 affordable housing developer contributions towards the purchase of 11-15 High Street Swanley](#)
2. SDC - [Cabinet - 27 May 2021 - Draft minutes](#)
3. NALC CHIEF EXECUTIVE'S BULLETIN
4. **HALSTEAD GREEN BELT FUTURE GROUP – Newsletter**
5. KALC NEWS MAY 2021
6. KALC -CSSC South East GREEN Message - Online webinar - Protecting
7. SDC - [Health Liaison Board - 26 May 2021 - Minutes](#)
8. SDC - In Bloom Competition - sent to all Cllrs
9. NALC CHIEF EXECUTIVE'S BULLETIN
10. Sevenoaks District Council: 'Seven Oaks of Sevenoaks' chosen as new Bligh's sculpture
11. KALC - KENT UNDERSTANDING PLASTICS PROJECT - PARISH COUNCIL INFORMATION
12. KALC - NATIONAL CSSC Green Message - NFIB Cyber Bulletin - 9 Jun 2021
13. SDC - Community Connectors 11 June
14. NALC CHIEF EXECUTIVE'S BULLETIN
15. KALC - NATIONAL CSSC Green Message - NaCTSO Bulletin - 12 Jun 2021
16. KALC CEO Bulletin - June 2021
17. KALC - Medway Flood Partnership update
18. SDC - [Housing & Health Advisory Committee - 8 June 2021 - Minutes](#)
19. SDC - Community Connectors Newsletter
20. SDC- [Development Control Committee - 10 June 2021 - Minutes](#)
21. SDC- : SDC - Restructure updates - sent to all Cllrs

Appendix C

The following meetings at 7.00pm in the Shand Hall

Wednesday 7 July

Wednesday 4 August

Wednesday 6 October

Wednesday 3 November

Wednesday 1 December

Planning Meetings via zoom with Section 101 delegation to the Clerk.

Wednesday 21 July

Wednesday 18 August

Wednesday 1 Sept

Wednesday 15 Sept

Wednesday 20 Oct

Wednesday 17 Nov

Wednesday 15 Dec