

## Minutes of the Meeting of the Parish Council of Farningham held virtually on the 'Zoom' platform on Wednesday 3 March 2021 at 7.00pm

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

**Apologies:** None

**In attendance:** Cllr Roger Gough (County Councillor) (in part), Amanda Barlow (Clerk) and 1 member of the public (in part)

**1. To receive apologies and reasons for absence.**

There were no apologies.

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

None.

As Cllr Gough had not arrived at the meeting it was agreed to take Agenda Item 3.0. later in the Agenda.

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

Cllr McGarvey advised that there had been only a few meetings to date. Cllr Piper (SDC) has resigned.

Cllr Gough joined the meeting.

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

Cllr Gough thanked the Clerk for a copy of the High Street appraisal and advised that it is being looked at by Rebecca Bailey. Cllr Gough informed Members that the speed surveys are being carried at 7 sites from 20 March 2021 and the results will be available mid-April. Cllr Gough suggested that some of the schemes put forward in the High Street appraisal might provide a more suitable "village friendly" solution to reduce speeding. Cllr Gough answered questions about the type of speed survey that would be taking place and the location. The pothole blitz was unveiled by KCC today as we head into Spring. There has been quite a lot of work done on the state of the highway and the number of roads marked as red have reduced and KCC have done detailed analysis to see how to improve the state of the roads.

Cllr Oztosun asked about parking on grass verges at the top of Beesfield Lane (Eynsford Road side). The Clerk advised that she will send the information from Cllr Oztosun to Cllr Gough. **(Action: 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**

**Members resolved to discuss Agenda Item 11.7 to the exclusion of the press and public.**

Members agreed that if any members of the public attended the meeting late (possibly due to technical difficulties) they would take the public open session at a later point..

**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 meeting on 3 February 2021**

**Members resolved to approve the minutes of the meeting on 3 February 2021.**

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

All matters arising are covered by items on the Agenda.

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

**9.1 Application No: 21/00417/HOUSE**

**Deadline for response: 09/03/2021**

Site: The Carriage House, Sparepenny Lane, Farningham, Kent DA4 0JH

Development: Residential extension at ground floor and first floor to the rear, front canopy, replacement of some windows, internal alterations to layout

**Members resolved to respond no comment.**

## 9.2 Application No: 21/00461/FUL

Deadline for response: 16 March 2021

Site: Appledore High Street Farningham KENT DA4 0DT

Development: Change of use of office unit (E) to one residential (C3) self-contained unit.

**Members resolved to respond no comment.**

## 9.3 Planning Log

Noted.

## 9.4 Sevenoaks District Council List of Delegated Decisions

Noted.

## 10. Finance Items for noting and decision

10.1. Items paid and payable

**Members resolved to approve the items paid and payable as at Appendix A. Members resolved that the Clerk should set up a direct debit payments for zoom and acrobat monthly payments (Action: Clerk).**

10.2 20/21 Budget at 25 February 2021

Noted.

10.3 Ted Saxton account

Noted.

## 11. Items for decision and allocation of resources if necessary

11.1 To discuss and agree next actions with regard to Farningham Village Hall

**Members unanimously resolved that the Parish Council should arrange and pay for the insurance of the building, fixtures and fittings, car park and associated wall of Farningham Village Hall and advise the Village Hall Management Committee as the Parish Council own the building.** Members agreed that the Clerk should ask the Parish Council's insurance company to quote for adding the Hall to the policy. **(Action: Clerk).** Members agreed to advise the Village Hall Management Committee that Market Meadow is the responsibility of the Village Hall Management Committee.

**Members resolved to grant an extension of time as the duration of the meeting had exceeded two hours.**

Members agreed that Cllr Shanmuganathan would try to seek further information about the ransom strip on Market Meadow.

11.2 To discuss and agree next actions with regard to the Farningham village traffic improvement scheme  
Members agreed with the five main overarching proposals set out in the document.

1. To make the High Street and surrounding area a more pedestrian friendly place

2. To manage parking and traffic speeds

3. To make the streetscape less visually dominated by the car

4. To enhance the historic setting

5. To allow the historic vista to have its rightful dominance of the streetscape

Members noted that KCC would be carrying out the speed surveys from 20 March 2021.

**Members resolved to focus initially on addressing the issues with the bridge. Members asked the Clerk to check with planning regarding any issues. (Action: Clerk)**

11.3 To discuss and agree next actions with regard to Sevenoaks District Council's refuse collection issues  
Members noted Sevenoaks District Council's poor communication about the missed refuse collections recently however noted that the refuse collection crews do a very good job and that the issues with the refuse collection arose during the extreme weather.

11.4 To discuss and agree next actions with regard to the provision of litter bins on the two A20 laybys  
Members agreed that the Clerk should speak to Sevenoaks District Council about the siting of more large bins in the A20 laybys. **(Action: Clerk)**

11.5 To discuss and agree next actions with regard to Operation London Bridge

**Members resolved to adopt the Operation London Bridge policy with the discussed amendments. (Action: Clerk)**

11.6 To discuss and agree next actions with regard to the Annual Parish Meeting

**Members resolved to cancel the Annual Parish Meeting.** Members agreed that the Clerk should draft a newsletter. (Action: Clerk)

11.7 To discuss and agree the Clerk's contract

**Members resolved to confirm that the Clerk had satisfactorily completed the probationary period referenced in her contract.**

**12. Items for report/noting**

12.1 Correspondence

12.1.1 General Correspondence

Noted at Appendix B.

12.1.2 Police Newsletter – January and February 2021

Noted.

12.1.3 Sevenoaks CPRE

Noted.

12.1.4 KALC Remote Meetings

Noted.

12.2 2021 Census

Noted.

12.3 Dates of Meetings for 2021

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 April 7 2021 at 7.00 pm (via zoom)**

## Appendix A

### Items Payable and Paid at 3 March 2021

<b>Payee</b>	<b>Description</b>	<b>Net</b>	<b>Vat</b>	<b>Total</b>
A Barlow	Clerk's salary	732.35		732.35
A Barlow	Clerk's Expenses	105.66		105.66
Nest Pensions	Clerk's Pension (3 months)	321.31		321.31
Breakdown of Clerk's expenses				
	Mileage		17.10	
	Acrobat Pro DC		15.17	
	Zoom pro for Parish Council March		14.39	
	Mobile phone March		59.00	

## Farningham Parish Council Correspondence List

### 29/01/21 to 25/02/21

1. KALC - NALC Consultation Briefing EPC1-21 - MHCLG Consultation on Right to Regenerate to turn derelict
2. KALC - Vision Zero: The Road Safety Strategy for Kent 2020 – 2026 – sent to all Cllrs
3. Emergency Road Closure - Beesfield Road, Farningham - 29th January 2021 (Sevenoaks) – sent to all Cllrs
4. SDC - Finance & Investment Advisory Committee – 21 January 2021 – Minutes
5. KALC - NALC CHIEF EXECUTIVE'S BULLETIN
6. Halstead Green Belt Future Group - Newsletter 28 – sent to all Cllrs
7. SDC Members' Update 2 Feb – sent to all Cllrs
8. KALC NEWS JANUARY 2021
9. SDC - Development Control Committee – 28 January 2021 – Minutes
10. SDC -Health Liaison Board – 27 January 2021 – Minutes
11. SDC =Community Connectors 4 February 2021
12. SDC Members Briefing 05/02/21 – sent to all Cllrs
13. KALC - Covid-19 - Financial Support Package Local Councils & remote meetings
14. NALC CHIEF EXECUTIVE'S BULLETIN
15. KALC - NATIONAL CSSC Green Message - NCTPHQ - Change of Threat Level - 8 Feb 2021
16. Sevenoaks District Council: Sevenoaks District Council celebrates Apprentices!
17. KALC - KFRS - We're Recruiting New Volunteers – sent to all Cllrs
18. SDC Members' Update 9 Feb – sent to all Cllrs
19. SDC - Standards Committee – 2 February 2021 – Minutes
20. Sevenoaks District Council: Safer Internet Day goes online
21. Gatwick Airport - Press Release February 2021
22. SDC - Housing & Health Advisory Committee – 9 February 2021 – Minutes
23. Temporary 20mph & 40mph Speed Limits – Various Roads, Dartford, Gravesham, Sevenoaks and Tunbridge Wells – from 11 March 2021 for up to 18 months – sent to all Cllrs
24. Temporary Road Closures – Various Roads, Dartford, Gravesham, Sevenoaks and Tunbridge Wells – sent to all Cllrs
25. Community Connectors Newsletter
26. SDC - Draft Minutes – Cabinet 12 February 2021
27. SDC - FW: Kooth – Free Online Counselling Service for 10 – 16 years (up to 17th birthday) in Kent
28. Sevenoaks District Council: Council tackle empty homes
29. NALC CHIEF EXECUTIVE'S BULLETIN
30. SDC - 37 (2019/21) – Affordable Housing Spending Gains Proposal
31. Emergency Road Closure - Speedgate, Fawkham - 16th February 2021 (Sevenoaks)
32. SDC Members' Update - 16 February – sent to all Cllrs
33. Kent PCC's Winter 2020/2021 Newsletter OPCC/MS/OG/445/21
34. SDC - Refuse update – sent to all Cllrs
35. KALC - Engagement opportunity: KCC Adult Social Care Strategy (please promote to your networks)
36. KALC CEO Bulletin - February 2021
37. SDC - Waste collection update
38. NALC CHIEF EXECUTIVE'S BULLETIN
39. KALC - FW: Funding: Inside Track 265
40. Kent Wildlife Trust - Parish Council Spring Newsletter
41. Temporary Road Closure - Botsom Lane, West Kingsdown - 22nd March 2021 for 2 days – sent to all Cllrs
42. Temporary Lay-by Closure - A20 London Road (Lay-by), Farningham– sent to all Cllrs
43. KALC - ROADMAP' FOR EASING LOCKDOWN RESTRICTIONS

44. SDC Members' update 23 Feb 2021 -sent to all Cllrs
45. SDC - Council Tax 2021/22 Precepts etc
46. SDC -Council – 23 February 2021 – Minutes
47. Sevenoaks District Council: Council Tax rate set to support District's recovery
48. SDC - : New nomination form for Community Right to Bid (Assets of Community Value)
49. SDC -Community Connectors Newsletter 25 Feb

For the latest update on the Covid19 pandemic visit:

Coronavirus ([nalc.gov.uk](https://www.nalc.gov.uk))

## Farningham Parish Council

**Dates of Parish Council meetings on Wednesdays in 2021:  
Meetings commence at 7.45pm start if in the Village Hall or  
at 7.00pm if via 'Zoom' link**

Wednesday 13 January

Wednesday 3 February

Wednesday 3 March

Wednesday 7 April

Wednesday 5 May

(Annual Parish Meeting – cancelled but Annual General Meeting and Full Council Meeting will still take place via zoom)

Wednesday 2 June

Wednesday 7 July

Wednesday 4 August

**Wednesday 1 September**

Wednesday 6 October

Wednesday 3 November

Wednesday 1 December

**Wednesday 17 February**

**Wednesday 17 March**

**Wednesday 21 April**

**Wednesday 19 May**

**Wednesday 16 June**

**Wednesday 21 July**

**Wednesday 18 August**

**Wednesday 15 September**

**Wednesday 20 October**

**Wednesday 17 November**

**Wednesday 15 December**

The dates for meetings listed in **red** will only be held if business warrants it, for example if the Parish Council needs to discuss a planning application in order to meet a deadline set by Sevenoaks District Council