

Minutes of the Meeting of the Parish Council of Farningham, held at Shand Hall, High Street, Farningham on Wednesday 7th December 2022 at 7pm.

Present: Cllrs Liz Bourne (Chairman), Daryl Burns (Vice Chair), Philip McGarvey (Sevenoaks District Councillor in part), Sam Pointer, Carol Salmon and Krishna Shanmuganathan.

In attendance: Two members of the public and Helen Penney (Clerk)

1. Chair's welcome and apologies and for absence.

The Chair welcomed everyone to the meeting. Apologies were received and accepted from Cllr Latif Oztosun and Roger Gough (County Councillor).

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

Cllr McGarvey advised that his wife, Dorothy McGarvey, has retired as Rector for St Peter and St Pauls Church Farningham, and therefore does not have a related interest in the Church as declared at Farningham's Annual General Meeting on 4th May 2022.

3. Report from the County Councillor

None

4. Report from the District Councillor.

Cllr McGarvey's advised that the consultation for Plan 2024, a new local plan for Sevenoaks District, Regulation 18 Consultation is open for comment until 11th January 2023 and that KALCs relaunch meeting and Annual General Meeting has been confirmed for Friday 28th January. Cllr McGarvey also advised that he will not be standing in Sevenoaks District Council Elections in May 2023

Cllr McGarvey 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.

Two members of the public were in attendance.

7. Report on General Data Protection Regulations

The Clerk reported no breaches of General Data Protection Regulations.

8. Approve as a correct record the Minutes of the Parish Council meetings on 6th and 20th July 2022.

The minutes from the Parish Council meetings on 9th November 2022 were approved and signed.

9. Matters arising from the Minutes where these are not covered under the subject headings below.

9.1 Request to scatter ashes, Farningham Woods

The Clerk advised that the request for ashes to be scattered at Farningham Woods had been approved by Natural England with one condition that a Countryside Ranger from Sevenoaks District

Council attends to ensure the family avoids the ecologically sensitive areas but offers enough privacy.

9.2 Flint wall maintenance on Cattle Screen

The Clerk advised that repair work to the flint sections of the cattle screen have been booked for Spring 2023.

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

10.1 Planning log circulated by Clerk on 2nd December 2022

Cllr Bourne advised that the deadline for enforcement notice APP/G2245/C/20/3256567 served for Maplebank Poultry Farm on the 23rd March 2022 will expire on the 23rd December 2022 and the site is not being cleared. Cllr Bourne asked that the information be added to the planning log as reminder and so that follow up actions are tracked. **Action: Clerk**

Councillors requested that the Clerk contact the enforcement team as ground works have started at Chinhams Farm whose application for the development of surface water storage pond, reference 22/02927/AGRNOT was refused by SDC on the 14th November stating that full planning is required before any works can start. **Action: Clerk**

10.2 Plan 2024 – a new local plan for Sevenoaks District - Regulation 18 Consultation

Members noted that the consultation is open as advised by Cllr McGarvey under agenda point 4

10.3 Farningham Hill Stables

Members noted the newly tarmacked drive, gate to enter site and mobile homes visible from the A20, none of which have had a Certificate of Lawful Development requested or planning applications approved, and several near misses for road traffic accidents. Cllr Bourne advised that Sevenoaks District Council have received a planning application that is waiting to be validated and whilst this is in progress the enforcement team are unable to serve any notices to site. Cllr Burns suggested a central reservation may help traffic management. Members requested that the Clerk contact Cllr Gough asking for his help in seeking any short-term solutions are suitable for traffic management and to requesting a contact in the Highways Department for FPC to discuss the Planning Application with once it is validated and out for consultation. **Action: Clerk**

10.4 Hill Top Farm

Members discussed a suggestion that a building that was refused planning permission in 2019 has been built. Clerk to investigate and discuss with SDC **Action: Clerk**

10.6 Lights at the Lion Hotel

The Clerk advised that a member of the public had commented on the brightness of the lights at the edge of the roof at the Lion Hotel and that the Manager had confirmed that they have remained the same since the building received a refurbishment in 2019.

10.7 Planning Applications

10.7.1 Reference 22/03109/HOUSE

Site: 16 Hillside Farningham Dartford Kent DA4 0DD

Proposal: A proposed dormer to an existing detached bungalow to provide extra bedroom space for a disabled person.

Comments by: 12th December 2022

No Comment

10.7.2 Reference 22/03128/FUL

The Clerk advised that the application has been withdrawn

10.7.3 Reference: 22/03129/LBCALT

The Clerk advised that the application has been withdrawn

Ratification of planning applications received but not needing further comment or action

10.7.4 Application number: 22/02844/FUL

Site: 56 And 58 High Street Farningham Dartford Kent DA4 0DB

Development: Change of use from A1 to C3 and demolition of 58 High Street (workshop & retail premises). Demolition of private garage. Erection of a residential granny annex and garage

11. Finance Items for noting and decision

11.1 Items paid, payable and receipts

Items paid and payable were approved and signed.

11.2 Flexed budget report, November 2022

Noted

11.3 Budget 2023/24

The final version of the budget will be agreed at the January meeting, but meanwhile, Members requested that the Clerk ensure quotes for the street lighting tender are received in time for January's meeting, to decrease the amount budgeted for Road Improvement/Traffic Calming to £5,000 and to request grass cutting quotes for Oliver and Albon Crescent.

In view of comments from the Village Hall committee, Members also agreed to try and simplify the agreement for grass cutting on Market Meadow by contributing £360.00 to the Village Hall to be spent on grass cutting in 2023. This contribution is based on a quote from Lothlorien at £60+VAT per cut, includes the VAT and equates to five cuts, however, the Village Hall committee can decide who they wish to use for grass cutting. In view of this change, it is hoped that the Village Hall Committee will agree to Market Meadow being available for community events at nil cost as the Meadow is seen as a village resource. The Clerk is to inform the Chair of the Village Hall Committee. **Action: Clerk**

11.4 Clerk's Salary

Members noted the payroll error and that the backpay owed is for both a calculation error and the new pay scale from NALC for 2022-23.

11.5 Notification of External Auditor

Members noted that the external auditor for 2022-23 to 2026-27 is Mazars LLP.

12. Items for decision and allocation of resources if necessary:

12.1 Management of Himalayan balsam

Members approved a Himalayan balsam management task on the Darent in Farningham in the summer of 2023 with Mark Gallant from North West Kent Countryside Project. **Action: Clerk**

12.2 Results from tree survey carried out Tuesday 29th November 2022

Members approved all tree work that was identified in the tree survey to be completed. **Action: Clerk**

12.3 BT arrears and previous Clerk/s

Members agreed to reimburse Mrs. Jane Gray for historical charges with BT. **Action: Clerk**

12.4 Retrospective approval of invoice from PKF Littlejohn

Members noted the outstanding invoice that had been processed during November.

13. Highways including

13.1 Highways Improvement Plan

Members noted that the Highways Department have agreed to fund three Automated Traffic Counts for which, the Parish Council can suggest the locations and dates they are put in place. The Parish Council can fund more at a cost of £95 each. It was agreed to discuss in more detail when Brands Hatch 2023 schedule is released. It was also noted that KCC are to report back concerning the turning circle requirements for London Road.

13.2 20mph scheme

The Clerk advised that the Highways Department still need to provide the costs and breakdown of the next stage.

13.3 Email from regarding cyclists in 20mph zone

The Clerk advised that cyclists are not legally obliged to adhere to speed limits on public roads and would respond to the resident. **Action: Clerk**

13.4 Bridge feasibility study

Members agreed that they were disappointed with the Highways Department's feasibility study which was carried out at a cost of £2,500 to Farningham Parish Council as Highways should have initially flagged some very obvious issues because they had a good understanding of traffic flow through the village. The results of the survey indicated that assuming existing non-motorised user (NMU) numbers of 29 per hour, it would require 1,773 extra vehicles per hour during each of the four busiest hours, or assuming vehicle numbers of 84 per hour, it would require an extra 14,143 pedestrians an hour for each of the four busiest hours to reach the required threshold to consider widening the footway. The feedback also concluded that more pedestrians were choosing to walk in the road than on the southwest footway itself which indicates that the pathway is not satisfactory in its current state. Cllr Shanmuganathan added that the feedback from the survey contradicts the new Streets for All initiative to claim back streets for pedestrians and added that he will investigate further. Cllr Bourne agreed to contact Cllr Gough to explain the Parish Council's dissatisfaction with the study. **Actions: Cllrs Bourne**

13.5 email requesting more street lights along the A20

Cllrs agreed that the A20 is very dark however, additional street lights need to be requested direct with the KCC Highways Department.

Cllr McGarvey returned to the meeting

13.6 Road salt stored at Charton Manor Farm

Cllrs noted that Charton Manor Farm stores road salt if it is required over the winter months.

10.5 Franks Farm

On Cllr's McGarvey return to the meeting Members agreed not to refer either of the planning application for Franks Farm to committee.

14. Streetlights

14.1 Contract renewal

The Clerk advised that quote from Streetlights Ltd and Prime1 are outstanding. Both companies have confirmed that quotes will be provided in time for January's meeting.

15. Events

15.1 King Charles III Coronation event Monday 8th May 2022

The Clerk advised that the date for Market Meadow has not been confirmed by the Booking's Secretary for the event. It was agreed that if the Village Hall is already booked then an alternative venue could be used.

15.2 Annual Community Carol service, Sunday 18th December 2022

Cllr Bourne confirmed that she could attend to read a lesson on behalf of the Council. Cllrs agreed that five bottles of mulled wine left from the Christmas tree event could be donated to the Church.

Action: Cllr Bourne/Clerk

15.3 KALC Sevenoaks Meeting, TBC January 2023

Cllr McGarvey advised that the date has been confirmed for the 27th January 2023. Cllr Bourne confirmed that she can probably attend. **Action: Cllr Bourne**

15.4 Fire Safety in the Home

Cllrs requested that the Clerk send information to the WI and breakfast club as they might be better placed to arrange an event. **Action: Clerk**

15.5 Citizens Advice Energy Event

Cllrs asked the Clerk to get the new date from Horton Kirby and South Darenth Parish Council and that information could be distributed to Farningham residents, via the noticeboard and mail chip rather than hosting an event. **Action: Clerk**

15.6 Wildflower meadow/strip with Marc Crouch, Wednesday 14th December 2022, 9:00-10:30

The Clerk advised that a meeting with Marc Crouch has been confirmed and all are welcome. Cllr Shanmuganathan and the Clerk will attend.

15.7 Clerks 2023 holiday requests

Cllrs noted the dates

15.8 To confirm 2023 meeting dates

Cllrs agreed to the following dates. Extra planning meetings to be arranged as necessary.

Wednesday 11th January 2023 – Full Parish Council meeting

Wednesday 1st February 2023 - Full Parish Council meeting

Wednesday 1st March 2023 - Full Parish Council meeting

Wednesday 5th April 2023 - Full Parish Council meeting

Wednesday 19th April 2023 – Annual Parish Meeting

Monday 8th May 2023 – King Charles III Coronation celebrations

Wednesday 10th May 2023 - Full Parish Council meeting and AGM
Wednesday 14th June 2023 - Full Parish Council meeting
Wednesday 19th July 2023 - Full Parish Council meeting
August, TBC – Family Fun Day
Wednesday 13th September 2023 - Full Parish Council meeting
Wednesday 4th October 2023 - Full Parish Council meeting
Wednesday 8th November 2023 - Full Parish Council meeting
Saturday 2nd December 2023 – Christmas tree event
Wednesday 6th December 2023 - Full Parish Council meeting

15.9 Darent & Cray Catchment Improvement Group Community Engagement Working Group

Cllrs noted that the event was taking place.

16. BT Phone Box, Village Hall car park

Cllr Salmon advised that the box had been vandalised and repaired quickly and is now in full working order.

17. Management of the edges of grassed amenity areas

Cllr Shanmuganathan advised that during Kent's Plan Bee summit 2022 zoom meeting on Land management for pollinators, Kent Country Parks suggested leaving borders around grassed areas uncut to allow increased biodiversity. Cllr Salmon advised that a strip on Market Meadow that borders Irving's Corner might be suitable. The Clerk agreed to discuss further with Marc Crouch on the 14th December. **Action: Clerk**

18. Funding for bridge tablet, Rochester Bridge Trust

Members noted a recent suggestion from Susan Pittman to contact the Rochester Bridge Trust to discuss restoring the stone inscriptions on Farningham bridge. Members asked the Clerk to investigate and ask if any grants are available. **Action: Clerk**

19. Update from Village Hall Committee meeting on 28th November 2022

Discussed under agenda point 11.3

20. Trident

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

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

None

The meeting ended at 8:59pm

Date of next meeting Wednesday 11th January 2023

Items Paid

2 December 2022 (2022-2023)

Farningham Parish Council PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
88	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Tax/NI	HM Revenue and Customs	X	30.88		30.88
109	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Christmas	Miss H Penney	X	80.91		80.91
110	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Printing	Mrs E Bourne	S	69.27	13.85	83.12
111	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Churchyard maintenance	Lothlorien Landscapes	S	280.00	56.00	336.00
112	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Amenity Area Maintenance	Lothlorien Landscapes	S	75.00	15.00	90.00
113	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Street Lighting maintenance	Streetlights	S	1,236.73	247.35	1,484.08
114	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Christmas	Miss H Penney	S	24.57	4.92	29.49
115	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Poppy Wreath	Royal British Legion	X	50.00		50.00
116	17/11/2022	S/O April 2022, 1	FPC Current Account (Acrobat	Miss H Penney	S	12.64	2.53	15.17
117	14/11/2022	S/O	FPC Current Account (Bank charges	Handelsbanken	X	10.25		10.25
118	28/11/2022	S/O	FPC Current Account (Clerk's salary	Miss H Penney	X	951.68		951.68
119	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Tax/NI	HM Revenue and Customs	X	28.31		28.31
120	16/11/2022	S/O April 2022, 1	FPC Current Account (Pension contribution	Nest Pensions	X	84.35		84.35
121	17/11/2022	April 2022 - 10.2	FPC Current Account (Electricity supply	npower	L	217.16	10.86	228.02
122	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Telephone and Broadband cha	Miss H Penney	X	4.95		4.95
123	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Printing	Miss H Penney	X	1.50		1.50
127	17/11/2022	11.1 - 9th Nov 2	FPC Current Account (Village Hall expenditure	Tidy Scaffolding Services	X	600.00		600.00
Total								3,758.20	350.51	4,108.71

Receipts

2 December 2022 (2022-2023)

Farningham Parish Council RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
14	14/11/2022		FPC Current Account (Eynsford & Farningham Joint E	Eynsford Parish Council	X	1,069.52		1,069.52
15	29/11/2022		FPC Current Account (TRD costs for 20mph speed lin	Kent County Supplies	E	233.75		233.75
16	30/11/2022		FPC Deposit (HB)		Bank Interest	Farningham Parish Council	X	11.40		11.40
Total								1,314.67		1,314.67

Items Payable

2 December 2022 (2022-2023)

Farningham Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
130	Bank charges	07/12/2022	Current Account	Bank charges	Handelsbanken	X	£ -	£ -	£ -
131	Clerk's salary (net)	07/12/2022	Current Account	Clerk's salary	Miss H Penney	X	£1,502.94	£ -	£1,502.94
132	Salary On Costs (Tax, NI etc)	07/12/2022	Current Account	Tax/NI	HM Revenue and Customs	X	£ 263.27	£ -	£ 263.27
133	Pension (PC's & Clerk's contributions)	07/12/2022	Current Account	Pension contribution	Nest Pensions	X	£ 148.80	£ -	£ 148.80
134	Electricity Charges	07/12/2022	Current Account	Electricity supply	npower	L	£ 135.57	£ 6.78	£ 142.35
138	Maintenance Assets/Open Spaces	07/12/2022	Current Account	Tree Survey	Down to Earth Trees	S	£ 492.00	£ 98.40	£ 590.40

Clerks expenses

135	Telephone /Broadband	07/12/2022	Current Account	Telephone and Broadband	Miss H Penney	X	£ 4.95	£ -	£ 4.95	
136	Postage/Stationery/Print	07/12/2022	Current Account	Printing	Miss H Penney	X	£ 1.50	£ -	£ 1.50	
137	Christmas Decorations	07/12/2022	Current Account	Christmas	Miss H Penney	E	£ 59.59	£ -	£ 59.59	
126	Computer	07/12/2022	Current Account	Computer Support	Miss H Penney	S	£ 54.16	£ 10.83	£ 64.99	
129	Computer	07/12/2022	Current Account	Acrobat	Miss H Penney	S	£ 12.64	£ 2.53	£ 15.17	
Total								£ 146.20		

Total	£2,675.42	£118.54	£2,793.96
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Plus £20.56 to reimburse Mrs Jane Gray for an outstanding invoice to BT