

Farningham Parish Council

Minutes of the Meeting of the Parish Council of Farningham held at Shand Hall, High Street, Farningham on Wednesday 13 May 2026 at 7pm.

1. Election of the Chairman and the declaration of acceptance.

Cllr Salmon nominated Cllr McGeough as the Chairman for the municipal year 2026/27 and was unanimously seconded by other Members.

2. Election of the Vice-Chairman.

Cllr McGeough nominated Cllr Burns as Vice-Chair for the municipal year 2026/27 and was unanimously seconded by other Members.

3. Attendees and apologies for absence.

Attendees: Farningham Parish Councillors (FPC) McGeough (Chair), Burns (Vice Chair) Baker, Bourne, McGarvey and Salmon, Sevenoaks District Councillor (SDC) Ball, in part.

In Attendance: the Clerk, Helen Penney.

Apologies: SDC Cllr White and Kent County Council (KCC) Cllr Logen.

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

None.

5. Nomination of a Member to complete the next Trident Reports for submission by 11 June for May and June meetings 2026.

Cllr Salmon will complete the Trident report for this month. **Action: Cllr Salmon.**

6. Membership and representation of Committees, other bodies and special interest roles, as follows:

- A. Finance:** Cllrs Burns and McGarvey. Appointment of a third member deferred to agenda item 14.4
- B. Planning:** All Cllrs to participate in consultation responses. Cllrs Bourne and McGeough to be approached in the first instance regarding attendance at Committee meetings.
- C. Footpaths and Highways:** All Cllrs.
- D. Transport Matters:** All Cllrs.
- E. Street Lighting:** All Cllrs.
- F. Farningham Village Hall Management Committee:** Cllrs Burns and Salmon.
- G. Farningham Neighbourhood Plan Steering Group (new):** Cllr Bourne, McGeough and the Clerk.

H. Charity of Anthony Roper: Vikki Saunders (to April 2030) and Stephanie Clark (to April 2029).

I. Kent Association of Local Councils - Sevenoaks Branch: Cllr McGarvey, with All other Cllrs as substitutes if required.

J. Council for the Protection of Rural England: Cllr Bourne.

K. Correspondent for Trident: Cllr Salmon with All other Cllrs as substitutes if required.

L. Brands Hatch Liaison Group: Cllrs Burns and McGarvey.

M. Darent River Preservation Society: Cllr McGarvey.

N. Responsibility for website: Remove as it is the Clerks role.

O. Internal Auditor: Julia Chamberlain.

P. Friends of Farningham (new): Cllr Salmon.

Q. Farningham Woods (new): Cllrs Baker and Bourne.

R. The Darent & Cray Catchment Partnership (new): Cllr McGarvey.

7. To adopt the previously approved Standing Orders, Financial Regulations, Scheme of Delegation, Code of Conduct and Risk Assessment for 2026/27.

Members resolved to adopt the Standing Orders, Financial Regulations, Scheme of Delegation, Code of Conduct and Risk Assessment for 2026/27.

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

None.

9. To receive a report from the County Councillor. (No decisions may take place as a result of this item).

Members noted Cllr Logen's report, appendix 1, and that it addressed several concerns specific to the Parish.

Members resolved for Cllr McGeough to write to Cllr Logen to reiterate the concerns that FPC has with highways, specifically the A20 from Kings roundabout to Button Street. **Action: Cllr McGeough.**

10. Report from the District Councillors. (No decisions may take place as a result of this item).

Following a question regarding the wheelie bins due to be introduced later this year, Cllr Ball advised that properties without rear access, without space for front storage and which open directly onto pavements or roads, may be offered an alternative solution which will be determined on a case-by-case basis but, the criteria to determine this is not known. Cllr Ball added that there will be no option to opt out of the wheelie bin service.

Cllr Ball reported that a recent petition regarding the Stag Theatre is currently being discussed by SDC, who are seeking legal advice.

11. 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. (No decisions may take place as a result of this item).

None.

12. Approve as a correct record the Minutes of the Parish Council meetings on 8 April 2026.

The Minutes from the Parish Council meeting on 8 April 2026 were approved as a true record and signed by the Chair.

13. Clerks report. (No decisions may take place as a result of this item).

The Clerk reported that Michael Cook has resigned from the council and that the vacancy is currently being advertised. If an election is not called by the 28th May 2026, FPC can co-opt.

The Clerk reported that a Community Police engagement event has been organised for Friday 26th June 2026 in the Shand Hall, 10:30 to 11:30.

13. Planning.

13.1 To note and raise any questions to the planning log circulated by the Clerk on 8 May 2026.

Noted.

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

Reference: 25/03354/FUL Site: 4 Hill Farm Cottage Farningham Hill Road Farningham Kent DA4 0JS
Proposal: Change of use - Class C3 - Sui Generis for large HMO

Objection, due to concerns regarding potential overcrowding, as the total number of occupants to be accommodated at the property has not been confirmed.

13.2.1 Reference: 25/02418/FUL Site: Farningham Hill Stud London Road Farningham DA4 0JQ

Proposal, amended application: The proposed layout plan has been revised to include an amended pitch layout & to show the position of a proposed acoustic fence. A further technical note on noise is provided.

Comments: Due by 14 May 2026

Objection – based on highways safety, acoustic mitigation and the scale of development in the Green Belt.

13.2.2 Reference: 26/00858/MMA Site: Land North And West Of Franks Farm Horton Kirby

Proposal: Amendment to 22/01172/FUL to replace drawing to show the re-sited polytunnels.

Comments by: 15 May 2026.

No comment.

3.2.3 Reference: 26/00718/HOUSE Site: Berisbon White Post Hill Farningham Kent DA4 OLB
Proposal: Demolition of existing garden shed and erection of a replacement garden building with flat EPDM roof. External surface-mounted lighting fitted to garden-facing elevation. Garage conversion with associated internal alteration.
Comments by: 27 May 2026

Deferred to respond via the Clerks delegated authority.

13.3 Planning Applications replied to under delegated powers.

13.3.1 Reference: 26/00401/HOUSE Site: 24 Beesfield Lane Farningham Kent DA4 OBZ
Proposal: Removing existing hedgerow, front garden paved area' wall and gate. Electric charger point installed for parking for one car with new vehicular access. Bin store.
Comments due by: 30 April 2026.

Objection – biodiversity loss and increasing highways and pedestrian hazards.

13.3.2 Reference: 26/00683/FUL Site: Land East Of Coach House London Road Farningham DA4 OJP
Proposal: Change of use of land to B8 Storage as well as the siting of 7 x shipping containers for a temporary period of up to 3 years
Comments: Due by 6 May 2026

Objection – Green Belt, National Landscape, designated heritage assets, visual impact, nature of use, temporary nature of the proposal, conservation area and limited consultation with statutory consultees.

13.4 Planning applications not requiring a response:

13.4.1 Reference: 26/00942/WTCA Site: The White House High Street Farningham Kent DA4 ODH
Proposal: Various works on trees.
Noted.

13.4.2 Reference: 26/01170/WTCA Site: The Carriage House Sparepenny Lane Farningham DA4 OJH
Proposal: Various works to trees.
Noted.

13.6 Updates on enforcement cases and to highlight new activities or sites causing concern and to note SDCs Bank Holiday procedure for planning enforcement.

Members noted recent activity at Catahoula Fields, which has been reported to the Enforcement Team at SDC. Members agreed to continue monitoring the situation and to use the appropriate reporting channels where necessary.

Members requested that the Clerk include information in the next newsletter outlining the responsibilities of the relevant authorities and how they can be contacted. **Action: Clerk.**

13.7 To note and discuss any Neighbourhood Plan updates.

Members noted recent and upcoming activities and related projects:

- A co-design meeting with Tibbalds took place Friday 24 April.

- A meeting with SDC Planning Officers is planned for Monday 18 May.
- An event to invite businesses, land owners, groups and organisations has been planned for Wednesday 27 May, 7 to 8pm in the Shand Hall.
- There will be an engagement and fundraising table at the village fete on Saturday 13 June.

Related Project - Farningham Woods.

Cllr Bourne advised that she had met with Watts Farm, Cllr White, SDC's Dog Warden and Countryside Rangers in April adding that the meeting had been very productive. Overlaps with proposals to the woods 40th anniversary celebrations have become apparent with feedback received from residents through the Neighbourhood Plan process.

Members agreed there would be benefit in considering these projects collectively to help ensure a coordinated approach to future improvements within the woods and whilst way markers for the anniversary remain an important element of the project, interpretation boards, maps and other infrastructure could provide significant benefit and need to be considered together.

Members agreed that future proposals for the woods should seek to encompass all aspects of wayfinding and orienteering, with related works progressed as part of a single project where appropriate.

14. Finance Items for noting and decision.

14.1 To approve items payable and note items paid and receipts.

The items payable was approved including an invoice received from Lothlorien for grass cutting.

14.2 Flexed budget April 2026.

Noted.

14.3 To approve standing orders and direct debits for 2026/27.

Members approved the standing order and direct debit for 2026/27 asking the Clerk to check that the payment arranged for the Information Commissioners Office is correct as there is a £5 reduction for direct debits. **Action: Clerk.**

14.4 To approve additional named signatories to the banking mandates.

Cllr Baker advised that she would be willing to be considered as an additional signatory.

Members agreed that the Clerk could arrange for Cllr Baker to be shown the banking procedures and arrange the necessary arrangements to set Cllr Baker up as an authorised signatory. **Action: Cllr Baker and the Clerk.**

14.5 Himalayan Balsam Clearance. Friday 26 June 2026.

Noted.

15. Stall at Farningham Fete on Saturday 13th June, midday to 3pm.

Members noted that the Neighbourhood Plan Steering Group and Events Committee have a lot of engagement materials and a children's activity planned, however, the fete is a very good opportunity for FPC to engage with residents.

Members resolved that a very simple raffle (wine) be organised to encourage engagement with residents, particularly where families attending the Neighbourhood Plan children's activities may visit the stall.

Members agreed to stagger their attendance at the stall.

16. Garages Till Avenue.

Members noted the suggestion regarding the garages being converted to provide more parking by West Kent Housing. Cllr McGeough advised that this could present an opportunity to be considered within the Neighbourhood Plan and wider public realm improvements, noting that West Kent Housing has indicated it currently has no intention to develop the garages.

17. 2026 Christmas tree.

Cllr Burns reported that a local business owner had suggested a different Christmas tree this year that could potentially be sponsored by local businesses. Members asked the Clerk to investigate.

The Clerk added that, during the recent tree safety review, it was suggested that the Giant Redwood next to the cattle screen could have lights installed. Members requested that the Clerk investigate both options. **Action: Clerk.**

The Chair requested an extension that was granted.

18. Correspondence, and agree next steps - Darent Valley Community Rail Partnership.

Members noted the correspondence received in relation to the Darent Valley Community Rail Partnership and noted that it would be helpful to understand whether Horton Kirby and South Darenth Parish Council and Sutton at Hone and Hawley Parish Council have been approached, given that the station lies within Dartford Borough and is closer to those parishes.

Members noted that walking links and sustainable transport are emerging themes within the Neighbourhood Plan and agreed it would be beneficial to remain informed of any relevant developments.

Members requested that the Clerk ask for FPC to be updated on progress, particularly where there may be future opportunities relating to access between the station and Farningham. **Action: Clerk.**

19. Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman's discretion (no decisions can take place as a result of this item).

Cllr McGarvey reported that Brands Hatch is considering parking restrictions along the A20 and Scratchers Lane to prevent inconsiderate parking over weekend events.

Cllr McGarvey also reported that two motorbikes have recently been stolen from the circuit and catalytic converters from vehicles in West Kingsdown.

The meeting closed at 21:06.

Date of next meeting Wednesday 10 June 2026

Requests for the next agenda due by 29 May 2026

Items Paid

Farningham Parish Council PAYMENTS LIST

Voucher	Code	Date	Supplier	VAT Type	Net	VAT	Total
10	Pension (PC & Clerk's contributions)	08/04/2026	Nest Pensions	X	171.99		171.99
12	Telephone /Broadband	09/04/2026	Talk Mobile	S	4.12	0.83	4.95
2	KALC course	16/04/2026	KALC	S	40.00	8.00	48.00
5	KALC Subscription	16/04/2026	KALC	S	667.19	133.44	800.63
3	KALC course	16/04/2026	KALC	S	50.00	10.00	60.00
4	KALC course	16/04/2026	KALC	S	70.00	14.00	84.00
6	Administration Fees	16/04/2026	SLCC	X	200.00		200.00
9	Salary On Costs (Tax, NI etc)	16/04/2026	HMRC	X	183.34		183.34
13	Postage/Stationery/Print	16/04/2026	Miss H Penney	X	6.00		6.00
7	Bank charges	16/04/2026	Handelsbanken	X	12.30		12.30
13	Printing/Stationary	16/04/2026	Miss H Penney	X	6.00		6.00
15	Newsletters	16/04/2026	Aspect Press	S	160.00	32.00	192.00
14	Printing/Stationary	16/04/2026	Aspect Press	S	212.00	42.40	254.40
1	Insurance	17/04/2026	Clear Councils	X	2,485.06		2,485.06
16	Maintenance Assets/Open Spaces	22/04/2026	ASC Waste Management	X	120.00		120.00
8	Clerk's salary (net)	23/04/2026	Miss H Penney	X	1,173.62		1,173.62
11	Electricity Charges	23/04/2026	npower	L	364.62	18.23	382.85
21	Donations to Voluntary Organisations	23/04/2026	DRIPs	X	300.00		300.00
20	Donations to Voluntary Organisations	24/04/2026	DRIPs	X	300.00		300.00
			Total		6,526.24	258.90	6,785.14

Duplicat

Receipts

Farningham Parish Council RECEIPTS LIST

Voucher	Code	Date	Bank	Description	VAT Type	Net	VAT	Total
1	Grant	02/04/2026	FPC Current Account (HB)	Bus shelter renovation	X	1,560.00		1,560.00
2	Precept received from SDC	30/04/2026	FPC Current Account (HB)	Precept received from SDC	X	35,554.00		35,554.00
3	Neighbourhood Plan	30/04/2026	FPC Current Account (HB)	Fundraising	X	375.00		375.00
5	Bank Interest	30/04/2026	FPC Deposit (HB)	Bank Interest	X	21.60		21.60
4	Credits	30/04/2026	FPC Current Account (HB)	Return of funds	X	300.00		300.00
				Total		37,810.60		37,810.60

Items Payable

Farningham Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Method	Code	Date	Supplier	VAT Type	Net	VAT	Total
31	BACs	Postage/Stationery/Print	13/05/2026	Miss H Penney	X	6.00		6.00
31	BACs	Printing/Stationary	13/05/2026	Miss H Penney	X	6.00		6.00
								12.00
19	BACs	Travel & Subsistence	13/05/2026	Mrs E Bourne	S	6.25	1.25	7.50
19	BACs	Travel & Subsistence	13/05/2026	Mrs E Bourne	X	14.40		14.40
22	BACs	Printing/Stationary	13/05/2026	Mrs E Bourne	X	6.20		6.20
								28.10
24	BACs	Donation	13/05/2026	Farningham Village Hall	X	1,000.00		1,000.00
18	BACs	Street Lighting Maintenance Contract	13/05/2026	Streetlights	S	1,077.13	215.43	1,292.56
23	BACs	Donations to Voluntary Organisations	13/05/2026	FPCC	X	1,500.00		1,500.00
27	BACs	Salary On Costs (Tax, NI etc)	13/05/2026	HMRC	X	183.34		183.34
32	BACs	Hall Hire	13/05/2026	Farningham Village Hall	X	23.75		23.75
26	SO	Clerk's salary (net)	13/05/2026	Miss H Penney	X	1,173.62		1,173.62
17	DD	Audit fees	13/05/2026	ICO	X	52.00		52.00
30	DD	Telephone /Broadband	13/05/2026	Talk Mobile	S	4.12	0.83	4.95
25	DD	Bank charges	13/05/2026	Handelsbanken	X			
28	DD	Pension (PC & Clerk's contributions)	13/05/2026	Nest Pensions	X	171.99		171.99
29	DD	Electricity Charges	13/05/2026	npower	L			
				Total		5,224.80	217.51	5,442.31

Plus an invoice received for Lothlorien Landscapes

Appendix 1

Sevenoaks North & Darent Valley

Marc Logen | County Councillor | Reform UK

April 2026 Report

Highway Improvement Plan

KCC has published an updated Highway Improvement Plan (HIP) Information Pack, which I am circulating with this update. It is worth parishes having a copy to hand - the HIP is the formal mechanism through which communities can request new highway measures, and understanding how it works will save time and avoid frustration.

The pack covers a wide range of improvements that parishes can request, including speed limit changes, 20mph zones, pedestrian crossings, waiting restrictions, bollards, gateway treatments, and vehicle activated signs. Each section sets out what the measure involves, the site conditions required, and indicative costs. Those costs are not trivial - a Traffic Regulation Order alone starts at £3,350, and most physical measures require one.

A few points worth highlighting:

- Timescales are long. There is typically a 3-to-9-month lead-in before any work begins, and Traffic Regulation Orders take on average 9 to 12 months to come into force. Parishes should factor this into any communications with residents.
- Pre-consultation is the parish's responsibility. Before KCC will progress a TRO, the parish must demonstrate it has engaged with all relevant stakeholders and documented the results. The pack includes templates for this.
- Design fees are non-refundable. Once a parish pays for design work to begin, that cost is not returned if the scheme does not proceed.

To submit a request or discuss a potential scheme, contact the West Kent Highway Improvements Team at west.highwayimprovements@kent.gov.uk. I am available as an escalation point if you are not getting a response or need help prioritising a request.

Road Maintenance vs. New Requests

A question that comes up regularly: who do you contact when something on the highway needs attention? The answer depends on what you are asking for.

If an existing feature needs repair or refreshing - faded road markings, worn lines, a blocked gully, a pothole - that is a maintenance issue. Report it directly to KCC using the link below. For lines and markings specifically, select "Other" then "Lines." KCC will pick this up through its standard maintenance programme.

Report a fault: kent.gov.uk/roads-and-travel/report-or-track-a-problem-on-the-road-or-pavement

If you want something new - new lines, new signs, a crossing where there was none before - that is a new request and it goes through the HIP. It will not be picked up through the fault reporting tool, and reporting it there will not advance it.

The practical test: refreshing faded zigzag lines outside a school is maintenance - report it online. Adding new zigzag lines where there are none is a new request - add it to your HIP.

Crash Data and Road Safety: How KCC Decides Whether to Act

Parishes across the division raise road safety concerns regularly, and a common source of frustration is not knowing how KCC uses crash data, or why a junction that feels dangerous may not result in physical changes. The following sets out how the process works.

What crash data exists and who holds it

Injury road traffic collisions (RTCs) are recorded by Kent Police under the national STATS19 reporting framework and passed to KCC Highways in batches, currently updated approximately every six months. KCC can share recorded crash data with parish councils, subject to conditions on wider publication and data sensitivity.

Raw data alone is not straightforward to interpret. KCC engineers are trained to assess collision patterns, contributory factors, and whether engineering interventions are warranted. The more useful output is a formal Crash Remedial Measures (CRM) report for a specific site, which sets out what data has been reviewed, what decisions have been reached, and the reasoning behind them. If a parish wants this for a particular location, I can request it from KCC.

Incidents not reported to the police, or resolved privately through insurers, are not captured in STATS19. Some insurers share damage-only data with KCC voluntarily, but they are not legally required to do so. This means the formal dataset will often be smaller than the number of incidents a community is aware of.

How KCC decides whether to act: the CRM process

KCC runs an annual CRM programme. Engineers review the most recent three years of injury RTC data across the network and assess whether any sites warrant physical intervention. The three-year window is the national standard.

For a rural cluster site, the threshold for identification is a minimum of four collisions within that window. Sites that meet this threshold are assessed for whether engineering changes are appropriate. Where collisions result primarily from driver or rider error - including possible driving under the influence - engineering changes are unlikely to be recommended, as enforcement and driver education are the appropriate responses.

Sites with a longer history may also be included in KCC's wider monitoring programme beyond the standard three-year window. Whether a site appears on the annual cluster list is reviewed each year as the data is updated.

Planning applications

KCC is the statutory highway consultee for planning applications. When providing a formal response, KCC can only rely on verified crash data. Concerns raised by residents or parish councils about incidents not captured in STATS19 can be included as observations, but cannot substitute for verified data in KCC's formal response.

If a parish has highway safety concerns relating to a specific planning application, contact KCC's Highways Planning team at customerfeedbackteam@kent.gov.uk.

What parishes can do

If you have concerns about a specific junction or road in your parish, raise it with me. I can request a CRM report from KCC for that site, check whether it is on the current cluster list, and push for a formal assessment where the evidence supports one. The annual CRM cluster list is typically reviewed in early to mid-May each year.

Questions & How to Get in Touch?

I represent 9 communities and produce this monthly update for all parishes/associations in the ward. If you have issues where county-level involvement could help - highways, planning, drainage, funding, or anything else that touches KCC - please get in touch. The more I know about what is happening on the ground, the more effectively I can act.

I also receive many requests for help directly from local residents. Where the matter is relevant to the parish, I will keep the clerk informed.

Email and Teams: marc.logen@kent.gov.uk - or arrange a Microsoft Teams call for anything that needs more discussion. If something is urgent, email directly rather than waiting for a meeting.

Parish meeting attendance: I plan to attend each parish in person at least once per quarter. If you would like me at a specific meeting, email me directly.

Marc Logen

County Councillor for Sevenoaks North & Darent Valley

Kent County Council | Reform UK

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