Minutes of the Meeting of the Parish Council of Farningham held at Shand Hall, High Street, Farningham on Wednesday 10th July 2024 at 7pm.

Present: Cllrs Daryl Burns (Chair), Andie Fitzsimons, Mark Keith, Philip McGarvey, Kevin McGeough and Carol Salmon. Laurence Ball and Alan White (SDC) and Roger Gough (in part, KCC)

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

1. Apologies for absence.
Apologies were received for Cllr Shanmuganathan.

2. Declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
None.

3. 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 The Public Bodies (Admission to Meetings) Act 1960.
None.

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

Members agreed to discuss the agenda in the following order:

6. Report from District Councillors.
Cllr Ball advised that Sevenoaks District Council's Christmas card is being designed and asked if anyone had any suitable pictures of St Peters and St Paul's. The Clerk said that she would send some photos. **Action: Clerk.**

7. 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.
Cllr Gough and one member of the public arrived at the meeting.

A resident from the High Street asked for a review of road and traffic safety along the High Street as a considerable improvement in noise, speed and volume whilst the High Street had been closed at Lion Cottages for drainage works. Cllr Gough advised that he would discuss with the highways team. Members asked the Clerk to look for the feasibility studies from the 20mph scheme and that if there are any options, these can be discussed during the Highways Improvement Plan review. **Action: Cllr Gough and the Clerk.**

5. Report from the County Councillor.
Cllr Gough confirmed that he will meet with the Clerk at Till Avenue on Wednesday 7th August, 2pm, to discuss the inconsiderate parking that has been taking place. Cllr Ball and Salmon also confirmed that they will attend. **Action: Cllr Ball, Gough, Salmon and Clerk.**

Cllr Gough reported that the double yellow lines at Market Meadow have been ordered and should be installed within 90 days.

Cllr Gough noted the correspondence from Mike Payton, Sevenoaks Highway Manager, KCC, to replace the marker posts that run parallel to White Post Hill. Cllr McGarvey voiced concern that a grassed bund would

need a considerable amount of maintenance to keep vegetation at a reasonable level.

Cllr Gough advised that the Highways team are still working on average speed cameras throughout the 40mph zone and that four cameras will allow for drivers having to slow down at the roundabout. More proposals are expected by the end of August with installation by the end of 2024.

Cllr Gough advised that Calfstock Lane will be closed for two days from the 15th July for patchwork repairs and the A20 will be closed for an hour on the 30th July and an hour on the 5th August however, the timings need to be confirmed as the online portal and published information contradict each other.

Cllr McGarvey said that the height of the vegetation on the verge at the end of Donkey Lane is too long to be able to see safely when trying to join the A20. Cllr Gough confirmed that he would feedback to the Highways team and Cllr McGarvey and the Clerk will report through the portal. **Action: Cllr Gough, McGarvey and the Clerk.**

Cllr Gough and one member of the public left at 19:36.

8. Approve as a correct record the Minutes of the Parish Council meeting on 12th June 2024.
The minutes were approved and signed as a correct record of the meeting on 12th June 2024.

9. Clerks report.
The Clerk advised:

- That she has full admin access to the Facebook page.

- That she attended a river walk on 18th June 2024 with Mark Gallant, NW Kent Countryside Partnership, Chris Gardner, South East Rivers Trust. Jeremy, EA Biodiversity Team, Malcom Dunn, DRIPs and Cllr White, SDC. The riverbank is suffering from unnatural and increased erosion when people and dogs enter the water. Before anything can progress further, the Lion must apply to the Environment Agency for a Flood Risk Activity Permit (FRAP) as they want to construct the fence within 8m of the river.

- There is a young tree between the cattle screen and bridge that can be taken out/cut off low down as confirmed by Mark Gallant. **Action: Clerk.**

- Cllr McGarvey will advise in time for November how the Poppy Wreath will be supplied. **Action: Cllr McGarvey.**

- The Clerk is on annual leave, 15th to 19th July and 1st to 5th August.

- Cllr Roddy Hogarth will attend the next meeting on 11th September 2024 to observe and discuss matters of concern.

- The three-year insurance policy for Farningham Parish Council is due for renewal early February 2025. Members asked the Clerk to look into 1- and 3-year options. **Action: Clerk.**

Three members of the public arrived.

10. Planning.
10.1 Planning log circulated by the Clerk on 5th July 2024.
Members noted the log.

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

10.2.1 Reference: KCC/SE/0050/2024 Kent Highway Depot.
Proposal: Replacement of the deteriorated office units with new modular office cabins.
Comments by: 2nd August 2024.
No comment or response.

After the agenda had been served, the following planning application had been received and circulated by the Clerk:
Reference: 24/01625/HOUSE
Address: Sunnybank Old Dartford Road Farningham Kent DA4 0EB
Proposal: Single storey side extension, new porch and loft conversion with dormers. Roof extension. Alteration to fenestration.
Comments by: 30th July 2024.

No comment.

10.3 Enforcement requests and cases with SDC.
Members noted that the enforcement notice at Farningham Hill Stables has been withdrawn by SDC who have confirmed that they will re-word and re-issue a new notice.

The Clerk advised that the enforcement team will investigate Farningham Oak.

10.4 Sevenoaks District Council Local Plan 2040.
Members noted that SDC Officers are expected to revise the time table for Regulation 19 as set out in the agenda and papers for the Development and Conservation Committee scheduled for the 11th July 2024. A further updated is expected from SDC on the 24th September with Regulation 19 being presented in its final draft on the 5th December and approved by Cabinet on the 12th December.

Cllr McGeough advised that a new National Planning Policy Framework is expected by the end of July 2024. The papers published for SDCs meeting on the 11th July indicate that their current evidence base is not adequate, hence the delay and having to employ contractors for additional support especially around highways, flooding and proof for the need of sports and leisure.

10.5 To receive a report from Cllr McGeough with updates from Protect Our Greenbelt Together.
Cllr McGeough reported that the walk to Pedham Place on Saturday 29th June 2024 was very well attended with over 100 people joining throughout the morning.

11. Finance Items for noting and decision.
11.5 Clerks training.
Members approved the Clerks training for an Introduction to CiCLA and CiLCA Portfolio Courses which were added to the items payable. Also confirming support for the Clerk to start full CiCLA training at the appropriate time.

11.1 To approve items payable and note items paid and receipts.
Members approved the items payable and noted items paid and receipts.

11.2 Flexed budget June 2024.
Members noted the flexed budget.

11.3 To discuss and agree to employ a planning consultant, based on the recent tender, to support with the Parish Council's response to Regulation 19.
Cllr McGeough reported that the revised timetable from SDC is positive as it allows more time to build our evidence base, react to imminent changes to the NPPF and prepare our response to Reg 19.

The scoring section of the tender process shows that the recommended quote is an exceptional bid and will mean that Farningham and neighboring Parish Councils, if willing to contribute, can work with one of the top planning consultancies in the country having recently won consultancy of the year.

Members resolved to work with the recommended contractor and actioned the Clerk to share the documents with neighboring Parish Councils Crockenhill, Eynsford and Horton Kirby/South Darenth asking them to confirm if they are willing to contribute to the project and how much, noting that the documents must remain confidential. **Action: Clerk.**

At the meeting on 11th September, Members resolved to include the following wording when signing the minutes:
"Members resolved to appoint the contractor".

11.4 Family Fun Day activities.
Members noted the options that had been received and confirmed that the Clerk could order up to £600 of activities for the day, within the agreed budget. **Action: Clerk.**

12. Highways including
12.1 Inconsiderate parking Till Avenue – site meeting, Wednesday 7th August, 2pm.
Covered under agenda point 5.

12.2 To note correspondence from KCC on double yellow lines, High Street (Market Meadow area) following Deposit Document, Amendment 57.
Covered under agenda point 5.

12.3 To discuss and agree response on correspondence from KCC for marker posts A20, parallel to White Post Hill.
Members agreed that the current marker posts are the most efficient option when compared to a grassed bund or low kick fence, as the marker posts follow the shape of the road, are the most visible in the dark and bad weather, do not create ramps if vehicles hit at speed and, although maintenance is required for the posts, there is concern that a grassed bund would not be cut back often enough and having a significant impact on sight lines when trying to leave White Post Hill. Members asked the Clerk to report back to the Highways team. **Action: Clerk.**

Cllr Salmon added that the verges at the end of Eglantine Lane, at the junction with the A20, have previously been added to a priority schedule so that the verges are cut fully back and more often than most areas. Members asked the Clerk to request this when asking the verges at Donkey Lane are cut and to raise to Cllr Gough to ask when he reports Donkey Lane to the Highways department. **Action: Clerk.**

12.4 Correspondence from resident – No Through Road, Farningham High Street.
Covered under agenda point 7.

13. To note the current list of Assets of Community Value and to discuss and agree if Farningham Oak, and/or any other assets, should be added.
Deferred to 11th September 2024.

14. Friends of Farningham.
Cllr Salmon reported that the group will continue to meet over the summer.

15. Urgent Business that occurs and requires attention before the next meeting may be reported at the Chairman's discretion.
Cllr Burns advised that non-hall users parking in the Village Hall car park is impacting hirers. Members agreed that the Village Hall Committee can look into signs to indicate that parking is for hirers only or priority to hirers however, it will be hard to enforce. **Action: Cllr Burns.**

Cllr McGarvey advised that a resident who had been paying for the bin in the churchyard to be emptied has sadly passed away and can the Parish Council cover these costs. Members asked the Clerk to investigate. **Action: Clerk.**

Date of next meeting Wednesday 11th September 2024.

Requests for the next agenda due by 2nd September 2024.

Items Paid

Farningham Parish Council
PAYMENTS LIST

Voucher	Code	Date	Description	Supplier	VAT Type	Net	VAT	Total
43	Telephone /Broadband	10/06/2024	Phone & Broadband charges	Talk Mobile	S	4.12	0.83	4.95
37	Computer	12/06/2024	Acrobat	Adobe Acrobat	S	16.64	3.33	19.97
38	Bank charges	14/06/2024	Bank charges	Handelsbanken	X	12.35		12.35
42	Electricity Charges	19/06/2024	Electricity supply	npower	L	310.51	15.53	326.04
36	Postage/Stationery/Print	20/06/2024	Printing	ColourFactory Kent Ltd	X	149.00		149.00
34	Scribe	20/06/2024	Scribe Accounts	Scribe Accounts	S	345.60	69.12	414.72
44	Postage/Stationery/Print	20/06/2024	Printing	Miss H Penney	X	5.00		5.00
31	Grass cutting	20/06/2024	Amenity Area Maintenance	Lothlorien Landscapes	S	80.00	16.00	96.00
35	Celebrations	20/06/2024	Fete	Miss H Penney	X	7.13		7.13
40	Salary On Costs (Tax, NI etc)	20/06/2024	Tax/NI	HM Revenue and Customs	X	65.63		65.63
41	Pension (PC & Clerk's contributions)	20/06/2024	Pension contribution	Nest Pensions	X	97.53		97.53
30	Churchyard Grasscutting	20/06/2024	Churchyard maintenance	Lothlorien Landscapes	S	300.00	60.00	360.00
32	Street Lighting Repairs	20/06/2024	Street Light Repair	Streetlights	S	1,144.13	228.83	1,372.96
39	Clerk's salary (net)	24/06/2024	Clerk's salary	Miss H Penney	X	1,075.08		1,075.08
				Total		**3,612.72**	**393.64**	**4,006.36**

Receipts

Farningham Parish Council
RECEIPTS LIST

Voucher	Code	Date	Bank	Description	Supplier	VAT Type	Net	VAT	Total
7	Anonymous Donation	17/06/2024	FPC Current Account (HB)	Anonymous Donation	Farningham Parish Council	X	1.00		1.00
9	Bank Interest	30/06/2024	FPC Deposit (HB)	Bank Interest	Farningham Parish Council	X	13.83		13.83
					Total		**14.83**		**14.83**

Items Payable

Farningham Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher	Code	Date	Description	Supplier	Supplier	VAT Type	Net	VAT	Total
50	Postage/Stationery/Print	10/07/2024	Office stationery	Miss H Penney		X	4.50		4.50
58	Postage/Stationery/Print	10/07/2024	Printing	Miss H Penney		X	5.00		5.00
									9.50
48	Hall Hire	10/07/2024	Hall Hire	Farningham Village Hall		X	57.50		57.50
57	Telephone /Broadband	10/07/2024	Phone & Broadband charges	Talk Mobile		S	4.12	0.83	4.95
46	Grass cutting	10/07/2024	Amenity Area Maintenance	Lothlorien Landscapes		S	80.00	16.00	96.00
47	Churchyard Grasscutting	10/07/2024	Churchyard maintenance	Lothlorien Landscapes		S	300.00	60.00	360.00
									456.00
51	Computer	10/07/2024	Acrobat	Adobe Acrobat		S	16.64	3.33	19.97
49	Computer	10/07/2024	Computer Support	Spectulise Limited		X	200.00		200.00
52	Bank charges	10/07/2024	Bank charges	Handelsbanken		X			
53	Clerk's salary (net)	10/07/2024	Clerk's salary	Miss H Penney		X	1,075.08		1,075.08
54	Salary On Costs (Tax, NI etc)	10/07/2024	Tax/NI	HM Revenue and Customs		X	65.63		65.63
55	Pension (PC & Clerk's contributions)	10/07/2024	Pension contribution	Nest Pensions		X	97.53		97.53
45	Hall Hire	10/07/2024	Shand Hall Hire	FPCC		X	330.00		330.00
56	Electricity Charges	10/07/2024	Electricity supply	npower		L	274.48	13.72	288.20
					Total		**2,510.48**	**93.88**	**2,604.36**

Plus Clerks training, £300+VAT.