



# EAST FARLEIGH PARISH COUNCIL

Sarah O'Callaghan, Clerk to the Council

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## **Minutes of the Meeting held on 5<sup>th</sup> September 2017 at the Old School Hall, Lower Road, East Farleigh**

**Present:** Cllrs Peter Beasley (PB), Glyn Charlton (GC) (Chairman), Jackie King (JK), Perry O'Callaghan (POC), Lloyd Porter (LP), Alan White (AW) and John Wilson (JW)

**In attendance:** S O'Callaghan (Clerk), Borough Councillors Brian Mortimer (BM) and Richard Webb (RW)

Two members of the public and no members of the press were present.

### 111. APOLOGIES FOR ABSENCE

Apologies were received from Cllr David Hussein (DH) (holiday), Borough Cllr Emily Fermor and Adam McKinley, Community Support Warden.

The Parish Council AGREED to accept the apologies with reasons given.

### 112. RECORDING OF PROCEEDINGS

Cllr LP informed the meeting that he would be recording the proceedings.

The Clerk also recorded the meeting for the Parish Council.

There was some discussion around a retention policy for recordings and it was agreed that they should be retained after the minutes have been approved (1 abstention).

### 113. DECLARATIONS OF INTEREST AND LOBBYING

Cllr PB declared an interest in the JBLC Allotments and the Recreation Ground Charity (Trustee)

Cllr AW declared an interest in the Fete and the JBLC Allotments.

Cllr LP declared an interest in Tovil Parish Council.

Cllr GC declared an interest in the JBLC/Allotments and Hayle Place.

### 114. EXCLUSION OF THE PRESS AND PUBLIC

Council agreed that Item 115 required this.

### 115. CO-OPTION OF PARISH COUNCILLOR

The Borough Councillors and member of the public left the room while each of the two candidates was interviewed separately. Members agreed to decide who to appoint at the end of the meeting and would inform them in a day or so.

### 116. MINUTES OF THE COUNCIL MEETING HELD ON 4<sup>TH</sup> JULY 2017

116.1 The minutes of the meeting held on 4<sup>TH</sup> JULY 2017 were APPROVED and signed as a correct record.

Cllr LP wondered if Item 92 should have been minuted separately as a confidential item, but it was agreed that, in this instance, it wasn't crucial.

116.2 Matters arising: none.

### 117. REPORT FROM THE PLANNING COMMITTEE

Cllr GC summarised what had gone on. Draft minutes would be circulated as soon as possible.

118. APPROVAL OF HEALTH AND SAFETY POLICY

Item deferred from July's meeting.

Cllrs JW and LP had redrafted a health and safety policy and this was proposed (Cllr JW) and seconded (Cllr LP) and then adopted. The Clerk would make Pearsons aware and would add it to their contract.

119. PARISH COUNCILLORS

119.1 Events attended:

Cllr GC reported on the opening of the new East Farleigh Lock/swan upping on 2<sup>nd</sup> September: it was well attended (50-60 people)

He also reported on a meeting with KCC Highways - this is minuted under Item 122 below.

119.2 Matters reported by parishioners:

Cllr AW reported that a resident of Workhouse Lane had had a stone thrown through his window at 10pm on 3<sup>rd</sup> September.

**Defibrillator:** the Clerk confirmed that Rev Peter Callway had no objections to the proposed site for the defibrillator; that the Parish Council's insurance policy covered both the equipment and public liability and that the Fete Committee had offered to contribute £450 for the cabinet.

It was agreed that an agreement should be drawn up with the owners of the Old School Hall, should Mandy and Gary ever leave, and that it was the Parish Council's responsibility to maintain it, which would incur a cost of approximately £300 a year.

Cllr PB and the Clerk would work together on these issues.

119.3 Members' issues:

Cllr LP noted that, although the drainage channels at the junction of Dean St/Lower Road had recently been cleared, they needed to be done regularly and Pearsons need to be monitored on this.

Cllr JW and others had noted some development along the river bank between East Farleigh and Maidstone. Cllr JW is pursuing the legality of it.

120. FINANCE

120.1 The Parish Council ratified payments made since the last meeting:

SO	Car Park Attendant's Pay (evenings) July 2017	£83.33
SO	Car Park Attendant's Pay (evenings) Aug 2017	£83.33
SO	Clerk's Salary July 2017	£570.00
DD	B&CE Holdings (People's Pension) (Apr-July 2017)	£115.59
01081701	E-ON (Electricity street light)	£10.48
01081702	Internet Ink/Clerk (print cartridges)	£21.58
01081703	Amazon/Marilyn Beasley (audio recorder)	£148.80
01081704	PKF Littlejohn (Audit)	£240.00
01081705	Sarah O'Callaghan (Clerk's Salary July 2017)	£211.35
01081706	KALC (Training Course Clerk on IT)	£72.00
01081707	The Bull Inn (Meeting 14/7 Highways)	£98.82
01081708	Commercial Services (Grounds Maintenance)	£564.70
01081709	Pearsons Landscapes (maint/litter July 2017)	£914.40
01081710	Pearsons Landscapes (re-siting waste bin)	£285.55
01081711	RIP Cleaning (dog bins July 2017)	£61.44
300244	D.A.S.H. Sound and Light (projector hire 14/7)	£50.00
300245	Cllr P Beasley (paper and ink cartridges)	£42.98
300246	Cllr G Charlton (binders meeting 14/7)	£5.99

120.2 The following BACS transfer payments were APPROVED and will be authorised on Unity Trust Internet Banking by two signatories (Cllrs GC and PB) following the meeting:

05091701	Sarah O'Callaghan (Clerk's salary/exp Aug 2017)	£136.56
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05091702	Broxap (bin liner for bin Pleasant Valley Lane)	£78.00
05091703	SLCC Membership	£121.00
05091704	ALCC Membership	£10.00
05091705	Lee Owen (Car park opening summer holidays)	£133.65
05091706	Pearsons Landscapes (maint/litter Aug 2017)	£1,318.50
05091707	RIP Cleaning (dog bins Aug 2017)	£105.00

The following cheques were signed by two authorised signatories: none this month.

120.3 The financial statements for the period 30<sup>th</sup> June – 30<sup>th</sup> August 2017 (Week 23) were received.

120.4 Other financial matters:

120.4.1 The Parish Council noted receipt of the first half of the Parish Services Scheme funding: £1,305.50.

120.4.2 The Parish Council noted receipt of the Annual return for 2016-17: there were no matters raised.

## 121. VILLAGE CAR PARK

The Car Park Attendant had been having some issues around locking up, overnight parking and strangers appearing to be casing the joint. Cllrs GC and PB would meet with him and try to sort these out.

Pearsons had done the weeding and tidying in the car park in time for the school returning and members ratified the payment of £320 which was agreed between meetings (6 in favour and 2 no vote). Cllr LP suggested that perhaps the Parish Council could use other local contractors for extra jobs such as this. Cllr JW suggested that David Mann in Coxheath would do this sort of work.

Cllr PB circulated the August inspection sheet and explained that the bay markings would need re-doing soon, weed growth needs monitoring, the no overnight parking signs had gone up and the boundary needs strimming and pruning. He would also attend to the pothole which was developing.

## 122. HIGHWAYS

122.1 The September report was received.

Members of the Parish Council had met with representatives from KCC Highways and County Councillor Paulina Stockell on 14<sup>th</sup> July and had agreed to meet again on 20<sup>th</sup> Oct. They had looked at the Bridge Feasibility Study and the March 2016 report from Highways on ways of calming traffic in Lower Road. Highways will return in October with safety approved plans that are feasible and will look to see if any funding is available. Paulina Stockell also agreed to look into the issue of replacing the SID which had been removed from Dean Street.

122.2 Bridge Working Party: nothing to report.

## 123. MAINTENANCE

The September report was received.

Pearsons had quoted £95.00 for maintaining the Heath Road Footpath on a four weekly cycle: members felt that twice a year would be adequate, so the Clerk would ask for a fixed price for this.

Members noted that the cost of emptying the dog bins had gone up by 30p per bin per emptying from August, as, apparently, the weight of dog mess collected from East Farleigh has gone up significantly recently.

## 124. FOOTPATHS

The September report was received.

There had been reports of human excrement on KM40 – Adam McKinley the Community Support Warden was monitoring this.

The gate on KM338 at Forge Lane was becoming increasingly dangerous and the Clerk was asked to chase up the fault.

125 RECREATION AND PLAY AREAS

The September report was received, along with the monthly Recreation Field inspection report.

The Clerk was to chase Pearsons about the installation of the new picnic table on the Recreation Field.

Landscape Services had not yet submitted a quote for extra mowing of the Recreation Field so the Clerk would chase this aswell.

Topping out and thinning of the trees was required by felling and the trees to be felled had been identified and marked.

126. SPEEDWATCH

There had been deployments on 26<sup>th</sup> July and 7<sup>th</sup> August.

The one on 24<sup>th</sup> August had had to be abandoned because of a member of the public being antagonistic and placing himself in danger: the Police were involved.

Further deployments are planned.

127. FETE

Nothing to report.

128 BROADBAND

The cabinet in Kettle Lane had now been connected and so residents at the western end of the village now have access to faster broadband. The cabinet on Station Hill should be connected by the end of September, or thereabouts, subject to any further problems arising.

129 CORRESPONDENCE

Thank you from the Beals (Tall Pines) for their garden voucher.

Thank you for donation to the Manchester Bombing fund.

Invitation to Mayor's Charity event at Hush Heath Winery.

Invitation the Mayor's Charity Auction Dinner

130. FORTHCOMING ABSENCES

These were noted.

131. DATE OF NEXT MEETING

The next meeting will be Tuesday 3<sup>rd</sup> October 2017, at 7.15pm in the Old School Hall, Lower Road

The meeting was closed at 8.48pm.