



EAST FARLEIGH PARISH COUNCIL

Sarah O'Callaghan, Clerk to the Council

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Minutes of the Parish Council Meeting held on 6th November 2018 at the Old School Hall, Lower Road, East Farleigh

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

In attendance: S O'Callaghan (Clerk) and Borough Cllr Richard Webb

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

171. APOLOGIES FOR ABSENCE

Apologies had been received from PCSO Jasmine Pay (not on duty), Community Support Warden Adam McKinley (childcare), County Councillor Paulina Stockell (PS) (unwell), Borough Councillor Lottie Parfitt-Reid (LPR) (prior engagement) and Brian Dorton (family issue).

Members AGREED to accept the apologies with reasons given.

172. RECORDING OF PROCEEDINGS

Cllrs LP and AW were recording the meeting.

The Clerk was recording the meeting for the Parish Council.

173. DECLARATIONS OF INTEREST AND LOBBYING

Cllrs GC and PB declared an interest in the JBLC/Allotments and the Recreation Ground Charity.

Cllr LP declared an interest in Tovil Parish Council.

Cllr AW declared an interest in the JBLC/Allotments.

174. EXCLUSION OF THE PRESS AND PUBLIC

The Parish Council AGREED that no items required this.

175. MINUTES OF THE COUNCIL MEETING HELD ON 2ND OCTOBER 2018

175.1 The minutes of the meeting held on 2ND OCTOBER were APPROVED and signed as a correct record.

175.2 Matters arising:

145.3 Cllr GC had spoken to Gary who confirmed that the caravan would be removed from the front of the Old School Hall, as soon as he and Mandy could move into the first floor.

Cllr LP had not yet checked out the fires at Fant Farm.

Action: Cllr LP to investigate

176. REPORT FROM THE PLANNING COMMITTEE

As all members were in attendance for this, no report was needed.

177. PARISH COUNCILLORS

177.1 Events attended:

Cllrs JW, LP and JW had attended Highways Seminars: Cllr GC had done a presentation on East Farleigh's work in partnership with KCC Highways and it was positively received.

Cllr LP summarised key points from the presentations.

- 177.2 Matters reported by parishioners:
It was agreed to take the matter of the overgrown hedge in St Helen's Lane no further, as the Parish Council has no powers here.
Action: Clerk to let residents know.

Cllrs POC and JW had attended MBC meetings on their Strategic Plan but felt it had been a waste of time.

Letter from a resident about air quality monitoring: it was felt that there is a movement to monitor air quality and the Parish Council is taking a community interest in this. The results can be acted on, in that signage can be put up to ask motorists to turn off their engines while standing and pollution levels can affect what is built where.

Action: Clerk to reply to this effect.

- 177.3 Members' issues:
Cllr LP highlighted a growing drug problem in neighbouring parishes to make members aware.

Cllr JW had had a request from the School to cut back the hedging on Vicarage Lane and outside the Council houses.

Action: Clerk to write to landowners for the former and Pearsons will be asked to do the ones outside the Council houses.

The Clerk had received a letter from a resident of the caravan park in Barming complaining about the loud fireworks over bonfire weekend and asking the Council to consider a silent firework policy.

Action: Clerk to reply saying that the Council follows national policy here.

KCC Waste Consultation – it was agreed that their proposed plan to charge for the disposal of waste materials including soil, rubble, hardcore and plasterboard would lead to an increase in flytipping so Borough Councils would need to be given funding to cope with this.

Action: Clerk to reply

178. FINANCE

- 178.1 The Parish Council ratified payments made since the last meeting:
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|--|---------|
| Standing Order Clerk's Salary Oct 2018 | £570.00 |
| Standing Order Car Park Attendant Oct 2018 | £112.70 |
| Direct Debit People's Pension October 2018 | £40.97 |
- 178.2 The following BACS transfer payments were APPROVED and will be authorised on Unity Trust Internet Banking by two signatories (Cllrs PB and DH) following the meeting:
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|----------|---|---------|
| 06111801 | Complete Weed Control (recreation Field selective Weeding) | £378.00 |
| 06111802 | E-ON (street light July-Sept 2018) | £12.03 |
| 06111803 | Car Park Attendant half term openings | £15.65 |
| 06111804 | Sovereign (monthly backup Sept) | £30.00 |
| 06111805 | Complete Weed Control (second spraying car park) | £378.00 |
| 06111806 | Archer Safety Signs (Road Closed Flood) | £125.94 |
| 06111807 | Cllr PB/Amazon (safety gear for car park attendant and padlock and chain for gate to rec) | £68.78 |
| 06111808 | Dog bins (October 2018) | £96.00 |
| 06111809 | Cllr GC/Amazon (poppies for horsetrough) | £40.90 |
| 06111810 | Viking (office supplies) | £5.63 |

06111811	Clerk/Internet Ink (ink cartridges)	£23.02
06111812	Sarah O'Callaghan (Clerks salary/expenses Oct 2018)	£163.25
06111813	Sovereign (monthly backup Oct)	£30.00
06111814	Pearsons (maint/litter Oct 2018)	£894.30
06111815	Hadlum Printers (Consultation letter traffic calming)	£45.00
300264	SECamb Charitable Trust (Rural West Kent) (Section 137 donation – see Item 180 below)	£50.00

178.3 The financial statements for the period 27th Sept – 31st October 2018 (Week 32) were received.

178.4 Other financial matters: members considered the draft budget for 2019-20 (this was done at the end of the meeting, after maintenance and traffic calming had been debated).

It was AGREED to add £10,000 to Highways Improvements, less the loan payments for the traffic calming scheme. The defibrillator and the design scheme costs for the Lower Road traffic calming scheme would come out of this year's budget or reserves. Costs for extended Clerk hours and setting up/encrypting new emails would need to be considered, as well as increased hours for the Car Park Attendant.

179. REMEMBRANCE

Arrangements for the service on the 11th November were finalised.

Action: Clerk to confirm those reading names and ensure they have copies of the list of names.

180. DEFIBRILLATOR

The training event on 3rd Nov was reported as excellent and members agreed to thank Lianne and Alex White for their time and effort.

Action: Clerk to do

It was agreed that signage was needed on the cabinet to explain how to open it, that the alarm will go off, what the paediatric packs are for and never to use them on a child under 1 year old.

Action: Cllr PB will organise

Action: Clerk/Cllr PB to organise a towel and headtorch to be included in the cabinet.

Action: Clerk to check that the defibrillator is registered with SECAMB

Discussions after the training had raised the possibility of talking to Network Rail about putting defibrillators at the station, the Horseshoes and possibly the Almshouses. Access to the ones already at the School and the Walnut Tree would have to be reviewed.

A monitoring rota would then become necessary, plus further training in all the relevant locations.

It was AGREED to make a £50 donation to Matfield and Brenchley Community First Responders.

Action: Clerk to do.

A quote had been received from First Rescue Training Company for a defibrillator in the phone box at the top of Gallants Lane. £1,345 for cabinet and defibrillator, plus installation costs of about £200 plus a paediatric pack (approx. £125). It was AGREED to take it up.

Action: Clerk to order

County Councillor Paulina Stockell had offered help in funding a defibrillator.

Action: Clerk to pursue.

Action: Clerk to put something on the website and in The Grapevine explaining where the defibrillator is.

181. TRAINING
No new training courses had come up this month.
182. FLOOD PLAN
Members agreed on some alterations to update the Flood Plan
Action: Clerk to update and circulate.
It was AGREED to talk to the landlord at The Bull to see if they would be happy to house the Flood Pod and road signs there.
Action: Cllr GC to do
It was AGREED that it would be helpful to monitor new additions to the electoral register and to send them the flood plan if they are in an at-risk area,
Action: Clerk to do
183. COMMUNICATION WORKING PARTY
Cllr DH reported back.
They had met with the Bearsted Clerk who already uses Facebook: they use it in a very positive and proactive way to communicate and to instigate changes/improvements. They say it takes up two hours a week of Clerk time to monitor it and respond to queries. In most cases, the Clerk replies to queries without referral. They hardly ever received negative or disruptive comments. However, Bearsted has a lot more residents and more Clerk resources.
Action: the Working Party hopes to make recommendations for the December meeting.

It was AGREED to make email addresses for Councillors an agenda item for December, as it was felt to be separate from the Communications Working Party.
184. VILLAGE CAR PARK
The October Inspection Sheet was received: more aggregate had been delivered to keep the surface well maintained. Lee was picking up litter and dog mess daily and would paint the bay markings. Both gates are now being locked at 5pm from start of GMT. Lee is doing all the maintenance work on a regular basis, now that he has been trained and has the necessary equipment, which he has signed for and which has been added to the asset register.

A resident has slipped over in the car park and has informed the Parish Council. There were no trip hazards this month and the car park is inspected regularly.
Action: the Clerk is to send the resident's letter to the insurance company, along with recent inspection sheets.

The car park barrier now has a security lock and keys will be retained by the Chairman, Vice Chairman and Clerk. A list is being compiled by Cllr PB of who has what keys, as there are now a lot of them.

It was AGREED that two steel poles would be purchased for the car park and three for the grass verge on the corner of Kilnbridge Close, to prevent motorists parking there. Pearsons would install them as they have the equipment to detect pipes, etc.
Action: Clerk and Cllr GC to do
185. HIGHWAYS
The November report was received.
The final proposals for the traffic calming measures in Lower Road had been received. Members had raised some queries and Paul Leary from KCC had responded to these. Maintenance costs/issues were discussed at length and further questions arose, which would be put to Paul Leary and the answers considered at the December meeting.

It was AGREED to deliver a consultation letter to all residents, giving them three weeks to make comments about the proposed plans, which would be posted on the website or could be obtained from the Clerk. Subject to the responses received, the plans would be approved at the December meeting.

186. MAINTENANCE

The November report was received: it was AGREED that the Clerk would go through the report and get rid of some of the older items.

Action: Clerk to do with Cllr GC

Having put the contract out to tender, it was AGREED to take up the quote from Pearsons Landscapes.

Action: Clerk to let Pearsons know and to make it clear that a contract would follow, once the Parish Council had decided what items to remove or edit, in order to stay within their spending powers and the Section 137 limits.

187. FOOTPATHS

The November report was received.

188. RECREATION AND PLAY AREAS

The November Inspection Sheet was received: no significant issues this month.

Parents of the Football club members had asked to mow the recreation field before matches. The Parish Council had made it plain to them that they should let the Clerk know if the grass is too long and not do it themselves.

189. SPEEDWATCH

A report on the patrol on 30th October at Kilnbridge Close 3.30-4.30pm was received: 145 vehicles passed, of which eighteen were reported. Letters were sent to six drivers, three of which were multiple offences. One was reported to the DVLA for having no tax. The maximum speed recorded was 45mph.

Borough Cllr Richard Webb requested details of the moveable SID device for Coxheath Parish Council.

Action: Clerk to do

KCC Highways had come back and could not recommend a place in Dean Street for a SID pole to replace the damaged/stolen one. The Parish Council AGREED to argue this point, as they felt there were suitable sites there. The Clerk had obtained a crime number, but now needed a quote for a replacement pole before she could claim on the insurance.

190. FETE

Nothing to report.

191. CORRESPONDENCE

Invitation to Mayor's Pantomime on 6th December at 6.30pm at The Friars, Aylesford.

192. FORTHCOMING ABSENCES

These were noted.

193. DATE OF NEXT MEETING

Tuesday 4th December 2018, at 7.15pm in the Old School Hall, Lower Road.

The meeting was closed at 10.05pm.