



**MINUTES OF EAST FARLEIGH FULL PARISH COUNCIL HELD ON
TUESDAY 4 APRIL 2023 AT 19:00PM IN EAST FARLEIGH OLD
SCHOOL HALL**

Present: Cllr A Fullwood, Cllr D Hussein, Cllr A Palmer,
Cllr G Ashcroft, Cllr D Abbott, Cllr P Tranter

Officer: Clerk, Nina Henley, Desiree Home

External Attendees: Cllr L Parfitt-Reid

Apologies: Cllr S Shearman, Cllr B Older

External Apologies: Cllr S Webb

- 1-FCM/04/23 **To receive apologies for absence**
Cllr S Shearman (Family) Cllr B Older (Work commitments)
- 2-FCM/04/23 **To receive declarations of interests and lobbying**
There were none.
- 3-FCM/04/23 **Minutes**
Approval and signing of the minutes of the meeting held on 7 March.
Proposed by Cllr Hussein seconded by Cllr Palmer.
Approved unanimously.
Approval and signing of the minutes of the extraordinary meeting held on 14 March.
Proposed by Cllr Palmer seconded by Cllr Ashcroft.
Approved unanimously.
- 4-FCM/04/23 **Public Participation**
There were no members of the public present.
- 5-FCM/04/23 **External reports and updates**
Cllr Parfitt-Reid (MBC) reported that the Borough are focusing on Waste Crime and targeting fly tipping with prosecutions, with recent action taken in Workhouse Lane. Cllr Parfitt-Reid urged residents to be aware of paying contractors to dispose of waste and to be mindful that the responsibility to check the contractors have the correct licence is with residents. Cllr Parfitt-Reid also reported that a new Rural Prosperity Fund has been announced but not finalised with possible grant funding available to Parishes. It was also reported that the Borough has a Solar Together scheme to help residents group together to install solar panels more cost effectively.
- 6-FCM/04/23 **Correspondence**
- I. Communication from resident regarding Horseshoes Riding School
It was noted that this planning application had already been reported to the enforcement team and had been deemed correct.
Members agreed that the Chair would contact the owner of the business and arrange a meeting to discuss and any questions from Councillors should be sent to the Chair.
 - II. Email communication from Kent police concerning ward cluster meeting propose councillor to regularly attend.
Members agreed that EFPC would send a representative to the next Ward Cluster Meeting in July and report back at the May meeting. The Crime Reports for the area to be published on the EFPC website.
 - III. Email communication from Maidstone KALC concerning Gypsy Traveller Regulation 18a and Stage 2 submission on Local Plan Review Hearing Session.
It was noted the KALC response to Regulation 18a and EFPC supports their response.

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7-FCM/04/23

Planning

- I. MBC, Gypsy, Traveller and Travelling show people development plan consultation. Note communication circulated from Maidstone KALC Committee
Members resolved to support the KALC response, proposed Cllr Hussein seconded Cllr Fullwood. Unanimous.
- II. 23/500424/FULL Grey Walls Forge Lane, Granted
Noted.
- III. 23/501198/FULL Cokehurst, Gallants Lane. Application.
No Objections from EFPC.
- IV. 23/501219/FULL Glencoe, Heath Road. Demolition and replacement.
No objections from EFPC.
- V. 23/501082/LAWPRO Genesta, Priory Close. Lawful Development Certificate.
No comments from EFPC.

8-FCM/04/23

East Farleigh Parish Council Reporting

- I. Pearsons
(a) All worksheets viewed and approved.
- II. Flood Plan – to receive update
(a) Flood Plan - updated document with agreed amendments to be submitted for approval in the May Annual Meeting.
- III. Highways – to receive update
(a) Date of the next meeting of the Highways Working confirmed Wednesday 12 April 10.00am
(b) Cllr Tranter reported the flooding in Gallants Lane has not been resolved. Cllr Fullwood to report again to KCC.
- IV. Village Carpark and Rec/Play area – to receive update
(a) Play area refurbishment – Cllr Ashcroft reported that following a meeting with the contractor additional costs had been highlighted.
New gates for the entrances to the play area £3234
Extra Wet Pour for new equipment £1285
Ground repairs £286
Total extra costs £4805
Members resolved to accept extra costs, proposed by Cllr Palmer Seconded Cllr Ashcroft. Unanimous.
(b) Play area Jet-washing – it was agreed that Cllr Ashcroft ask contractor for revised quote to do jet washing.
(c) Carpark weed control, to receive quotes.
Quote received from Complete Weed Control annual figure £1062
Clerk to obtain additional quotes from Landscape Services and Pearsons.
Deferred to next meeting.
(d) Inspection Reports – it was agreed that all inspection reports be forwarded to clerk and reports given to councillors at the next meeting.
- V. Footpaths – to receive update
(a) KCC Pathways
No updates reported.
(b) Public Footpaths
No updates reported.
- VI. Community Events – to receive update
(a) Report received from Cllr Palmer on the Coronation Fete Sunday 7 May at the Recreation Ground in East Farleigh 12pm-3pm.
First Aiders will be in attendance.
New music acts confirmed.
Falconry display confirmed.
It was resolved that budget of up to £80 be given to Cllr Ashcroft to purchase advertising signs for EFPC. Proposed by Cllr Fullwood, seconded by Cllr Ashcroft. Unanimous.
- VII. KALC – to receive update
(a) It was noted that all communications had been forwarded to councillors.
- VIII. Village Defibrillators – to receive update
(a) Glass Replacement
It was reported that 3 quotes had been obtained for the replacement glass. Members resolved to accept the quote for £165 from Acorn Glass. Proposed by Cllr Fullwood, seconded by Cllr Palmer. Unanimous.

9-FCM/04/23

Finance Reporting

- I. Financial review – bank statement and reconciliation were signed by Cllr Palmer. Noted.
- II. Payments in
 - (a) Staplehurst Parish Council £173.46
 - (b) Bank interest £566.90
- III. Schedule of payments for approval.

Payee	Date	Method	Reference	Reason	Amount
KALC	15/03/23	Paid	6052044689	Cllr Planning Training	£72
Public Works Loan Board	01/04/23	DD	EFARLEIGH	Public works loan	£2379.40
Lloyds Credit Card	13/03/23	DD	850723	Credit card repayment	£60.59
Cllr DH Flood Expenses	13/03/23	BACS	Cllr DH	Flood Pod padlock	£21.99
AcuIT Ltd	04/04/23	BACS	EFPC-ACC	IT Contract	£80.71
Pearsons	04/04/23	BACS	EASTFA01	Landscape Contract	£1830.36
Sandra Field Catering	04/04/23	BACS	APM	AMP Catering	£200
Viking	04/04/23	BACS		Archive Boxes	£58.07
Gallagher	04/04/23	BACS	C999	Aggregate delivery car park	£462.00
Staff Costs					

All Payments agreed proposed by Cllr Abbott seconded by Cllr Tranter. Members resolved to approve the schedule of payments. Unanimous.

10-FCM/04/23

Member updates from externally attended meeting

Cllr Abbott gave report on Planning Course attended. Noted.

11-FCM/04/23

Annual Parish Meeting.

It was agreed that the minutes of the Annual Parish Meeting be published on the EFPC website.

It was agreed that EFPC would reach out to the church to offer support.

Noted.

12-FCM/04/23

Bull Inn Update.

Clerk advised members that a communication has gone out to the leaseholder requesting an update into the plans for the site. It was reported that the broken planters had been removed. It was agreed that the Clerk would send email to request details of the terms for redevelopment.

Noted

13-FCM/04/23

West Farleigh Football Club

Deferred from previous meeting.

It was agreed that the clerk should send email and request updated on funding from the football club and report updates at next meeting.

14-FCM/04/23

Clerk Updates – Agree any actions

- I. EFPC policies and documentation updates. It was agreed that all documentation be submitted for council approval at the May Annual Meeting.
- II. Society of Local Council Clerks – annual meeting update given by clerk.
- III. Proposal for the appointment of payroll agent, supporting paperwork. Members resolved to appoint payroll agent DM Payroll Services Ltd. Proposed by Cllr Fullwood, seconded Cllr Abbott. Unanimous.
- IV. Purchase of council printer, supporting paperwork. Members resolved to purchase new council printer up to value of £200. Proposed Cllr Fullwood, Seconded Cllr Palmer. Unanimous.
- V. Asset Register – Physical audit plan and setting of minimum purchase value £250. It was agreed for Clerk to do physical check of all council assets and report to next meeting.
- VI. Rialtas Update – EFPC software package. It was agreed that the clerk will provide update on accounting software at the next meeting.

15-FCM/04/23 **Items to be considered for inclusion on the next Full Council agenda**
Neighbourhood Plan to be discussed at June meeting.

16-FCM/04/23 **To agree the public's exclusion from the confidential part of the meeting.**
That in view of the confidential nature of the business (employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw.

- I. Staffing Matters
- II. Carpark attendant contract review
It was agreed that the clerk would carry out a review of the contract for the car park attendant and present at the next meeting.
- III. EFPC Meeting Schedule
Members resolved to trial a new meeting schedule with less frequent full council meetings.
Clerk to prepare a schedule for May Annual Meeting.
Proposed by Cllr Palmer, seconded by Cllr Ashcroft.

17-FCM/04/23 **Date of next meeting**
Annual Meeting 2 May 2023

Meeting closed 22.15pm