



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL PARISH COUNCIL ON TUESDAY 4 JULY 2023 AT 18.30PM IN EAST FARLEIGH PRIMARY SCHOOL**

Members of the Public and Press are welcome to attend

Signed: Nina Henley Date of Issue: 28 June 2023
Clerk and Proper Officer
2 Alfriston Grove, West Malling, ME194SR

Members: Cllr A Fullwood (Chair), Cllr S Sherman (V Chair), Cllr D Hussein, Cllr A Palmer,
Cllr B Older, Cllr G Ashcroft, Cllr D Abbott, Cllr P Billanie, Cllr P Tranter

PUBLIC PARTICIPATION IN GENERAL

Members of the public may also be allowed to speak during the meeting, on agenda items only and with express permission from the Chair. Anyone wishing to attend and/or speak on the agenda item during Public Participation should book in prior to the meeting. Please contact clerk@eastfarleigh-pc.org.uk

RECORDING (AUDIO AND /OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During the meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. The Council may be recording the meeting. Any items in the exempt part of the agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until the member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

MOBILE PHONES

Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at all Parish Council meetings.

Agenda

- 53-FCA/07/23 **To receive apologies for absence**
Relevant Legislation: Local Government Act 1972, s85
Members not in attendance must tender their apologies to the clerk and reason for absence to the clerk on the summons prior to the meeting
Agree any action
- 54-FCA/07/23 **To receive declarations of interests and lobbying**
Relevant Legislation: Localism Act 2011, s31
In accordance with the Localism Act 2011, members are to disclose pecuniary or any other interests in any item on the agenda. The members are individually responsible for declaring their position.
- 55-FCA/07/23 **Minutes**
Relevant Legislation: Local Government Act 1972, sch 12, p 41
To receive as correct and approve for signature the Full Council meeting minutes held on 6 June 2023.
- 56-FCA/07/23 **Public Participation**
Relevant Legislation: Local Government Act, s100
In accordance with LGA 1972 S100, the meeting will be adjourned for this item to take place. Will then resume for the remainder of the meeting. The council is keen to encourage public attendance at meetings and will therefore provide an opportunity to parish registered electors, to participate in meetings. Residents are permitted 3 minutes to speak and the public session is restricted to 15 minutes, unless extended by the chair.
- 57-FCA/07/23 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison

58-FCA/07/23

Correspondence

- I. Email communication from resident regarding their planning application
- II. Email communication from Kent police with contacts for Kent Police Wards and Officers
- III. Email communication from MBC regarding Ward Cluster Meetings
- IV. Email communication from Mayor’s Office regarding the annual Court of Survey Cruise on Saturday 1 July. Cllr Fullwood to attend.
- V. Email Communication from resident regarding planning Dean Street
- VI. Communication from resident regarding hedges Vicarage Lane

59-FCA/07/23

Planning – <https://pa.midkent.gov.uk/>

Relevant Legislation: Town and Planning Act 1990

To receive updates on planning matters

- I. 23/501987/FULL land to east of Dean Street change of use to keep horses
- II. 23/502488/FULL 2 Mays Cottages change of use to outbuildings / stables
- III. 23/502704/NMAMA Cokehurst, Gallants Lane nonmaterial amendment remove external door.

60-FCA/07/23

East Farleigh Parish Council Reporting – Agree any actions

- I. Pearsons – to receive update
 - (a) To approve work sheet and work carried out
- II. Flood Plan – to receive update
 - (a) Training session from Kent resilience team
- III. Highways – to receive update
 - (a) Fault report missing sign unsuitable for HGV
 - (b) Highways working Group Update – receive report
- IV. Village Carpark and Rec/Play area – to receive update
 - (a) Play area refurbishment – Update including successful grant application £1000.00 from Helping Hands
 - (b) Broken swing – options to replace
 - (c) New signage options
 - (d) Update on trees MVCP – mulching
 - (e) Carpark weed control
 - (f) Inspection Reports Cllr Fullwood inspected 20.06.23
- V. Footpaths – to receive update
 - (a) KCC Pathways .
 - (b) Public Footpaths
- VI. Community Events –
 - (a) D-Day 80 Anniversary
- VII. KALC – to receive update
 - (a) Communications forwarded
- VIII. Village Defibrillators – to receive update

61-FCA/07/23

Finance Reporting

Relevant Legislation: Acts and Audit Reg 2015, Lcl Audit and Ac’bility Act 2014

- I. Financial review bank statements and bank reconciliation to Councillor to view and sign.
- II. Financial receipts £ 1553.25 CIL £ 500.00 Grant Golding Homes
- III. Payments for approval:

Payee	Date	Method	Reference	Reason	Amount
KCC	20.06.23	BACS	PAID	Design fee for Speed	£ 1068.00
KOMPAN	21.06.23	BACS	PAID	Final figure inc gate	£28436.56
EF PRIMARY SCH	04.07.23	BACS	24-001	Hall Hire	£ 60.00
ACUIT	04.07.23	BACS	8431	IT costs	£ 84.96
PEARSONS	04.07.23	BACS		Landscape	£ 1836.80
MCAFEE	04.07.23	CC		Virus protection	£ 30.00
Staff Salaries/costs					

62-FCA/07/23

Member updates from externally attended meetings

Members to inform Clerk if a report is to be delivered at the meeting.

- I. Cllr Fullwood meeting with PS Paul Cook – update.

- 63-FCA/07/23 **Bull Inn Update**
Receive any updates on working group and agree any action
- 64-FCA/07/23 **Planning Committee**
To consider setting up a Planning Committee to meet alternate months when no FC meeting and elect a Chair.
- 65-FCA/07/23 **Recreation Ground Container**
To consider ideas for upgrade of storage container in Recreation Ground
- 66-FCA/07/23 **Banking arrangements**
I. To consider options for ear marked reserves
II. Consider closing CCLA fund and ear marking for playground refurbishment
III. Bank mandate to sign / approve to add Cllr Billanie to Unity Bank
IV. Approve clerk Nina Henley to be added as administrator for NC&I account
- 67-FCA/07/23 **Clerk Updates – Agree any actions**
I. Annual Return – confirmation from Mazars External Auditors receipt of documents
II. Virus protection – updated on laptop
III. Asset Register – Physical audit plan and setting of minimum purchase value £250
IV. Scribe Update – EFPC software package
V. Quarterly Budget figures to view
VI. Pension review contributions
- 68-FCA/07/23 **Clerk end of probation period**
For noting and any comments.
- 69-FCA/07/23 **Items to be considered for inclusion on the next Full Council agenda**
To receive any additions, for noting only, no discussion at this meeting.
- 70-FCA/07/23 **Date of next meeting**
5 September 2023
- 71-FCA/07/23 **Close of meeting**

If you would like any further information on any item on the agenda, please contact the clerk
Nina Henley clerk@eastfarleigh-pc.org.uk