



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL PARISH COUNCIL ON TUESDAY 5 SEPTEMBER 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: 29 Aug 2023
Clerk and Proper Officer
2 Alfriston Grove, West Malling, ME194SR

Members: Cllr A Fullwood (Chair), Cllr A Palmer (V Chair), Cllr D Hussein, Cllr S Shearman, 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

- 72-FCA/09/23 **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
- 73-FCA/09/23 **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.
- 74-FCA/09/23 **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 4 July 2023.
- 75-FCA/09/23 **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.
- 76-FCA/09/23 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison

- 77-FCA/09/23 **Correspondence**
- I. Email communication from 2 residents regarding ASB on the river
 - II. Email communication from car park attendant regarding incident with dog
 - III. Email communication from Mayor's Office regarding Garden Party invitation 12 Sept 23 Cllr Palmer to attend.
 - IV. Email Communication from resident regarding planning 23/503043/FULL
 - V. Email from MBC regarding planning training courses.
- 78-FCA/09/23 **Planning – <https://pa.midkent.gov.uk/>**
Relevant Legislation: Town and Planning Act 1990
 To receive updates on planning matters
- I. 23/503043/FULL land North of Pleasant Valley Lane erection of single detached dwelling with parking and access
 - II. 23/503629/FULL 1 Bridge Cottages Station Hill retrospective application erection of fence.
 - III. 23/500399 Horseshoes – update from Cllr Fullwood
- 79-FCA/09/23 **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) Cllr Hussein to do inventory / asset review
 - III. Highways – to receive update
 - (a) Highways working Group Update – receive report
 - (b) Quote for video survey
 - IV. Village Carpark and Rec/Play area – to receive update
 - (a) Play area – quotes for new sign
 - (b) Inspection Reports
 - (c) Use of the recreation area
 - V. Footpaths – to receive update
 - (a) KCC Pathways .
 - (b) Public Footpaths
 - VI. Community Events –
 - (a) D-Day 80 Anniversary
 - (b) Remembrance Day – order new statue
 - VII. KALC – to receive update
 - (a) Communications forwarded
 - VIII. Village Defibrillators – to receive update
- 80-FCA/09/23 **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
 - III. Payments for approval
- 81-FCA/09/23 **Member updates from externally attended meetings**
 Members to inform Clerk if a report is to be delivered at the meeting.
- (a) Cllr Palmer attended Ward Cluster meeting 18.07.23
- 82-FCA/09/23 **Bull Inn Update**
 Receive any updates on working group and agree any action
- 83-FCA/09/23 **Planning Committee**
 To consider planning meeting October 2023
- 84-FCA/09/23 **Recreation Ground Container**
 To consider ideas for upgrade of storage container in Recreation Ground
- 85-FCA/09/23 **Banking arrangements**
- I. Update on banking arrangements
 - II. Cllrs to sign forms for approval transfer to CCLA
 - III. Bank mandate to sign / approve to add Cllr Billanie to Unity Bank

- 86-FCA/09/23 **Clerk Updates** – Agree any actions
I. Annual Return – email from Mazars
II. Asset Register – Physical audit plan and setting of minimum purchase value £250
III. Scribe Update
IV. Internal Audit date set
V. Grant received from KCC Cllr Webb.
VI. Insurance review – email received.
- 87-FCA/09/23 **Football Club**
Update on use of Recreation Ground for matches.
- 88-FCA/09/23 **Items to be considered for inclusion on the next Full Council agenda**
To receive any additions, for noting only, no discussion at this meeting.
- 89-FCA/09/23 **Date of next meeting**
7 November 2023
- 90-FCA/09/23 **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