



**MINUTES OF EAST FARLEIGH FULL PARISH COUNCIL HELD ON  
TUESDAY 4 JULY 2023 AT 18.30PM IN EAST FARLEIGH  
PRIMARY SCHOOL**

**Present:** Cllr A Fullwood, Cllr A Palmer,  
Cllr D Abbott, Cllr P Tranter

**Officer:** Clerk, Nina Henley,

**External Attendees:** None

**Apologies:** Cllr S Shearman, Cllr G Ashcroft, Cllr Older, Cllr Hussein, Cllr Billanie

**External Apologies:** Cllr Webb Cllr Parfitt-Reid

- 53-FCM/07/23 **To receive apologies for absence**  
Cllr S Shearman (Unavailable) Cllr G Ashcroft (Unavailable) Cllr D Hussein (Holiday)  
Cllr P Billanie (ill) Cllr B Older (Unavailable)  
Cllr Webb (unavailable) Cllr Paritt-Reid (unavailable).
- 54-FCM/07/23 **To receive declarations of interests and lobbying**  
Cllr Fullwood reported resident lobby regarding planning application Dean Street
- 55-FCM/07/23 **Minutes**  
Approval and signing of the minutes of the meeting held on 6 June 2023.  
Proposed by Cllr Fullwood seconded by Cllr Palmer.  
Approved unanimously.
- 56-FCM/07/23 **Public Participation**  
There were 7 members of the public present.  
Resident discussed the Dean Street planning application objections due to traffic, waterflow issues after rain fall.  
Resident discussed the Dean Street planning application objections due to flooding issues, not being on the local plan, traffic, access issues.  
Resident discussed the Dean Street planning application objections due to light nuisance, traffic, and access,  
Resident gave details of local charity RRT offering help to the community for projects and events.
- 57-FCM/07/23 **Planning**  
Cllr Fullwood proposed an amendment to the agenda to move planning to enable members of the public to hear planning discussions. Seconded Cllr Palmer. Agreed unanimously.
- I. 23/501987/FULL land to the east of Dean Street change of use to keep horses.  
EFPC objects to this application on grounds the impact to traffic in Dean Street and access issues for larger vehicles, no adjacent bridle paths, light pollution. EFPC feel this is an unsuitable area to keep horses.
  - II. 23/502488/FULL 2 Mays Cottages change of use to outbuildings / stables. EFPC objects to this application.
  - III. 23/502704/NMAMA Cokehurst, Gallants Lane non material amendment  
No Objections from EFPC.



58-FCM/07/23 **External Reports and Updates**

There were none.

59-FCM/07/23 **Correspondence**

- I. Email correspondence from resident regarding planning application Dean Street. Noted.
- II. Email communication from Kent Police with contacts for Kent Police Wards and Officers. Noted.
- III. Email communications from MBC regarding Ward Cluster meetings. Noted.
- IV. Email communication from Mayors Office regarding the Court of Survey Cruise. Cllr Fullwood reported her attendance at the event. Noted.
- V. Email correspondence from resident regarding planning application Dean Street. Noted.
- VI. Communication from resident regarding hedges in Vicarage Lane. Noted to inform resident to report to KCC highways if hedge is obscuring the road.

60-FCM/07/23 **East Farleigh Parish Council Reporting –**

- I. Pearsons –
  - (a) Worksheet received and approved.
- II. Flood Plan – No updates
  - (a) Training sessions from Kent Resilient Team. Noted.
- III. Highways –
  - (a) Fault report sign unsuitable for HGV has been returned.
  - (b) Highways working Group Update – report received.
- IV. Village Carpark and Rec/Play area
  - (a) Play area refurbishment – Noted successful grant application £1000.00 from Helping Hands to go towards the project.
  - (b) Broken swing – new swing purchased, Cllr Palmer to fit.
  - (c) New signage options – Clerk to investigate options and wording.
  - (d) Update on trees MVCP – some of the new saplings not survived Clerk to investigating new replacements.
  - (e) Carpark weed control – not needed.
  - (f) Inspection Reports Cllr Fullwood inspected 20.06.23 Clerk to investigate new inspection report tool.
- V. Footpaths –
  - (a) KCC Pathways no issues reported.
  - (b) Public Footpaths no issues reported.
- VI. Community Events –
  - (a) D-Day 80 Anniversary – deferred to Sept Meeting
- VII. KALC –
  - (a) Communications forwarded – Noted.
- VIII. Village Defibrillators – no issues reported.

61-FCM/07/23 **Finance Reporting**

- I. Payments for approval

Payee	Date	Method	Reference	Reason	Amount
KCC	20.06.23	BACS	PAID	Design Fee Speed	£ 1068.00
Kompan	21.06.23	BACS	PAID	Play area finished total	£ 28436.56
EF Primary Sch	06.07.23	BACS	24-001	Hall Hire	£ 60.00
Cllr Palmer	06.07.23	BACS		Key Cutting	£ 54.00
Twist Print	06.07.23	BACS		Posters	£ 144.00
AcuIT Ltd	07/06/23	BACS	EFPC-ACC	IT Contract	£ 84.96
Pearsons	07/06/23	BACS	EASTFA01	Landscape Contract	£ 1830.36

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

62-FCM/07/23 **Member updates from external attended meetings**

- I. Cllr Fullwood reported a positive meeting with PS Paul Cook. Clerk to invite EF Ward PC to next meeting to discuss Operation Scarecrow.
- 63-FCM/07/23     **The Bull Inn**  
Public residents' meetings arranged for July 19 at 19.00 East Farleigh Primary School. Meeting is to set up working group to discuss ideas from the community for the pub.
- 64-FCM/07/23     **Planning Committee**  
It was proposed by Cllr Fullwood to set up a planning committee of 6 – 9 members to hold planning meetings if no full council meeting is scheduled. Seconded by Cllr Palmer. Resolved Unanimous.
- 65-FCM/07/23     **Recreation Ground Container**  
Deferred to September meeting.
- 66-FCM/07/23     **Banking Arrangements**
- I. It was proposed by Cllr Fullwood and seconded by Cllr Palmer to split the ear marked / general reserves into CCLA fund and Redwood Savings Banks to give better safeguards to guarantee finances. It was agreed for Cllr Hussein and Cllr Palmer to be authorised signatories on both accounts. Resolved unanimous.
  - II. It was proposed by Cllr Fullwood and seconded by Cllr Palmer to close the existing CCLA fund for the recreation ground and use the money for playground maintenance. Clerk to close CCLA and NC&I accounts. Resolved unanimous.
  - III. Bank Mandate to add Cllr Billanie to Unity Bank – deferred to Sept Meeting.
  - IV. It was proposed by Cllr Fullwood and seconded by Cllr Palmer to add the Clerk Nina Henley as administrator on the NS&I account. Resolved unanimous.
- 67-FCM/07/23     **Clerk Updates**
- I. Annual return Mazars confirmed acceptance of all documents. Noted
  - II. Virus Protection updated. Noted
  - III. Asset Register – Cllr Fulwood and Clerk to complete a full physical audit of the assets in July / Aug.
  - IV. Scribe Accounts. Update provided. Noted.
  - V. Quarterly Budget Figures provided. Noted.
  - VI. Pension review it was proposed by Cllr Fullwood and seconded by Cllr Palmer to set employer pension contributions at 10%. Resolved Unanimous.
- 68-FCM/07/23     **Clerk end of probation period.**  
EFPC approved the completion of the Clerks probation period 13.06.23  
Noted
- 69-FCM/07/23     **Items to be considered for inclusion on the next Full Council agenda**  
The Bull Inn Update from meeting  
Rec ground container  
D-Day Anniversary celebrations.  
Cllr Billane Bank mandate
- 70-FCM/07/23     **Date of next meeting**  
Tuesday 5 September 2023
- 71-FCM/07/23     **Meeting Close**  
Meeting closed 21.10pm

East Farleigh Parish Councillors  
Alex Fullwood, Adam Palmer, David Hussein, Steve Shearman, Gina Ashcroft, Deborah Abbott,  
Pauline Tranter, Paul Billanie, Barry Older