



**MINUTES OF EAST FARLEIGH PARISH COUNCIL MEETING
HELD ON TUESDAY 5 MARCH 2024 AT 18.30PM IN EAST
FARLEIGH PRIMARY SCHOOL**

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

Officer: Clerk, Nina Henley,

External Attendees: None

Apologies: Cllr S Shearman, Cllr B Older

External Apologies: None

- 147-FCM/03/24 **To receive apologies for absence**
Cllr Shearman, Cllr Older. It was resolved to accept apologies.
- 148-FCM/03/24 **To receive declarations of interests and lobbying**
Cllr Palmer declared a non-pecuniary interest in agenda item 154-FCA/03/24 VI (c) as chair of the fete committee.
- 149-FCM/03/24 **Minutes**
Approval and signing of the minutes of the meeting held on 6 February 2024.
Proposed by Cllr Fullwood seconded by Cllr Andersson.
Approved unanimously.
- 150-FCM/03/24 **Public Participation**
There were six members of the public present.
A resident discussed parking issues at Kilnbridge Close.
A representative from Bidwells discussed proposed plans for development of land at Court Lodge Farm.
- 151-FCM/03/24 **External Reports and updates**
None received.
- 152-FCM/03/24 **Correspondence**
- I. Email communication various residents of Kilnbridge Close. Noted. The issue has been highlighted with KCC Highways and Kent Police. It was resolved to add this to the agenda of the Highways Working Group for further discussions.
 - II. Email communication from developer Court Lodge Farm. Noted.
 - III. Email communication from Chris Nixon MBC East Farleigh Housing needs survey.
 - IV. Email communication from Maidstone Borough Council regarding Election information. Noted.
 - V. Email communication from resident regarding Horseshoes Riding School. It was resolved for Clerk to respond to resident and offer further discussions.
- 153-FCM/03/24 **Planning**
To receive updates on planning matters
- I. 24/500434/TPOA Warwick House, The Priory, East Farleigh. TPO application to reduce crown of large beech tree by 6m to prevent damage to property leaving a canopy of 12m. EFPC has no objections.
 - II. 24/500554/FULL 16 Wilsons Lane, East Farleigh. Proposed insertion of new dropped kerb. EFPC has no objections.
 - III. 24/500565/TPOA Dalbury The Priory, East Farleigh. TPO application to reduce one horse chestnut from 17m to 14m and balance the crown.

- IV. EFPC has no objections.
- IV. Email received from developers Court Lodge Farm. Email sent to Planning MBC. Noted.
- V. Email received from Chris Nixon MBC East Farleigh Housing Needs Survey. It was resolved for a response to be sent with suggestions from EFPC for alternative community services to be added to the survey.
- VI. Report from Cllr Palmer planning meeting 15.02.24. Cllr Palmer gave verbal report from planning meeting.

154-FCM/03/24 **East Farleigh Parish Council Reporting – Agree any actions**

- I. Pearsons
 - (a) Worksheets approved. Noted.
 - (b) Village sign. It was resolved to explore 3 options for the sign.
 - Option 1 – Clean the sign
 - Option 2 – Refurbish the sign.
 - Option 3 – Replace the sign.
 Quotes to be obtained for these options. Deferred to next meeting.
 - (c) Litter picking – It was resolved to post in the newsletter “Keep our village tidy” campaign.
- II. Flood Plan –
 - (a) Revised Flood Plan 2024 approved.
- III. Highways – to receive update
 - (a) Highways working Group report received. Noted. Next meeting of the HWG agreed Monday 22 April 2024 10am.
 - (b) Workhouse lane email from KCC. Noted.
 - (c) Lower Road works. Cllr Hussein to escalate issue with KCC Highways.
- IV. Village Carpark and Rec/Play area –
 - (a) Play area – no issues reported.
 - (b) Inspection Reports nothing to report.
 - (c) Stones ordered Noted. Weed Control noted no action at present. Clerk to arrange with staff to cut the borders between the car park and the school.
- V. Footpaths –
 - (a) KCC Pathways no updates.
 - (b) Public Footpaths no updates.
- VI. Community Events –
 - (a) D-Day 80 Anniversary. Clerk to co-ordinate lighting of the memorial with the Church and Contractor. Noted.
 - (b) Community Litter pick. Deferred to next meeting. Noted.
 - (c) East Farleigh Fete Sat 29 June 2024.
The Chair of the East Farleigh Fete Group gave verbal update. Cllr Palmer confirmed that the East Farleigh Fete Group wish to remain independent of the Parish Council The EF Fete Group requested a grant from the PC to cover fete costs. It was proposed by Cllr Fullwood that a grant for £250 was approved to help with the event. Seconded by Cllr Abbott. Unanimous. EF Fete Group to complete relevant Grant application form.
It is noted that all insurance and risk assessments to be arranged independently by the EF Fete Working Group.
It was resolved for EFPC to sponsor an event at the fete (TBC) up to the amount £375.00 proposed by Cllr Fullwood, seconded by Cllr Abbott. Unanimous
- VII. KALC – to receive update
 - (a) All communications received. Clerk advised that communication received from KALC regarding legislation changes. Noted.
- VIII. Village Defibrillators – no issues reported. The Circuit updated Noted.

155-FCM/03/24 **Finance Reporting**

I. Payments for approval

Payee	Date	Method	Reference	Reason	Amount
Pearsons	05/03/24	BACS	4691	Landscape Contract	£ 1830.36
Acuit	05/03/24	BACS	9694	IT Contract	£ 89.26
Lloyds Credit card	10/03/24	PAID / DD		123 Reg -email	£ 32.38
				Postage	£ 4.60
				123 Reg	£ 57.59
				Gallagher Aggregates	£ 462.00
				Fee TOTAL £559.57	£ 3.00
DHA Planning	21/02/24	PAID	32012	Video Survey highways	£ 2340.00
NPower	05/03/24	BACS	9358361	Electricity	£ 15.73

PWLB	01/04/24	DD		Loan repayment	£ 2379.40
Staff costs					£ 2168.65
RECEIPTS					
Redwood		RECEIVED			£ 229.23
CCLA		RECEIVED			£ 125.04
Horsewash Rent		RECEIVED			£ 2500.00

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

- 156-FCM/03/24 **Member updates from externally attended meetings**
- I. Cllr Palmer gave verbal report of the Conservation Area Management plan meeting. It was resolved to add this as a future agenda item. It was resolved for Cllr Abbott to attend the KALC Planning meeting 12.03.24. Proposed by Cllr Abbott, seconded by Cllr Fullwood. Unanimous.
- 157-FCM/03/24 **Clerk Updates**
- I. Community Emergency Planning Workshop – Clerk gave verbal report on options for EFPC to action an Emergency Plan. Deferred to next meeting.
 - II. Investment Policy. It was resolved to approve the Investment Policy. Proposed by Cllr Fullwood, seconded by Cllr Palmer. Unanimous.
 - III. Asset Register. It was resolved to approve all disposals on the Asset Register. Clerk reported that the Asset Register had been updated for the end of year.
- 158-FCM/03/24 **Parish Council Newsletter**
- Cllr Ashcroft gave verbal report on the next edition of the newsletter. The distribution proposal was agreed subject to confirmation of post codes and areas, Clerk to confirm. It was agreed to confirm all text via email and have issue approved to print and distribute for April 2024.
- 159-FCM/03/24 **Parish Meeting**
- Confirmed date for the East Farleigh Parish meeting Tuesday 26 March 18.30 at East Farleigh School. Clerk to invite Borough and County Cllrs, Police representatives and local groups. Refreshments will be served afterwards.
- 160-FCM/03/24 **Recreation Ground Container**
- I. It was reported that the container had been checked and there were issues with leaks and rust on the door. Quotes to be obtained for remedial works. Deferred to next meeting.
 - II. Cllr Fullwood to request fencing donation from Yorke Fencing.
- 161-FCM/03/24 **Items to be considered for inclusion on the next Full Council agenda**
- Container, Village sign, Litter Pick, DDay 80.
- 162-FCM/03/24 **Date of next meeting**
- Parish Meeting Tuesday 26 March 2024
Annual Meeting Tuesday 7 May 2024
It was resolved for EFPC council meetings in 2024 to be the first Tuesday of every month. Dates to be agreed at the Annual Meeting.
- 163-FCM/03/24 **Staffing Matters**
- There were no members of the public present.
It was resolved to accept the proposed amendments to the Clerks contract and NJC scale. It was resolved to make any budget amendments necessary for the proposed changes to staff salaries. Proposed by Cllr Fullwood seconded by Cllr Palmer, Unanimous.
- 164-FCM/03/24 **Meeting Close**
- Meeting closed 20.55