



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL PARISH COUNCIL ON TUESDAY 4 JUNE 2024 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 May 2024  
Clerk and Proper Officer  
2 Alfriston Grove, West Malling, ME19 4SR

Members: Cllr A Palmer (Chair), Cllr P Beasley (Vice) Cllr G Charlton, Cllr D Hussein, Cllr A White, Cllr G Ashcroft, Cllr D Abbott, Cllr P Tranter, Cllr T Andersson

**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](mailto: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

- 22-FCA/06/24 **To receive late Declaration of Acceptance of Office.**  
Cllr Andersson
- 23-FCA/06/24 **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.
- 24-FCA/06/24 **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.
- 25-FCA/06/24 **Minutes**  
**Relevant Legislation: Local Government Act 1972, sch 12, p 41**  
To receive as correct and approve for signature the minutes of the Annual Meeting held 7 May 2024.
- 26-FCA/06/24 **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.
- 27-FCA/06/24 **External Reports and Updates**  
To receive any external reports from County and Borough and Police Liaison

28-FCA/06/24

**Correspondence**

- I. Email communication from Martin Jeynes Ward Cluster Meetings. Circulated.
- II. Email communication from Ron Bailey safety of lithium batteries bill in Parliament. Circulated.
- III. Email communication from KCC Highways information pack. circulated.
- IV. Email Communication from Kent Police Commissioner Spring Newsletter. Circulated.
- V. Report from resident regarding waste collection – escalated to MBC Cllrs.

29-FCA/06/24

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

**Relevant Legislation: Town and Planning Act 1990**

To receive updates on planning matters

- I. 24/501762/FULL Chattenden Cottage, Heath Road, The Priory, East Farleigh. ME15 0LP Replacement existing dwelling and garage with the erection of a five-bedroom dwelling and a detached garage with a playroom/WC above with associated landscaping (resubmission of application 24/500186/FULL).
- II. 24/501621/FULL Little Orchard, Dean Street, East Farleigh ME15 0PU Erection of a single storey side and rear extension, front porch and bay window extension. Loft conversion with front and rear dormers and insertion of roof lights including removal of chimneys and changes to fenestration. Garage conversion into habitable space. Erection of an open car port with storage, widening of existing driveway, creation of new entry and exit point with vehicle crossover.
- III. 24/501941/SUB Ferlaga, Vicarage Lane East Farleigh ME15 0LX submission of details to discharge conditions 2 – Biodiversity Enhancements and 3- Materials, subject to 23/505119/FULL.
- IV. Email received from developers DHA Planning regarding proposed areas to consider for development in East Farleigh.

30-FCA/06/24

**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) Update details for approval.
- III. Highways – to receive update.
  - (a) Highways working Group to receive update on members.
  - (b) Dean Street to consider response to VOL. Email from resident.
  - (c) Heath Road – to consider revised funding for planned work. Progress on support from Cllr Webb and neighbouring councils.
  - (d) Workhouse Lane – deferred from May meeting. Discuss costs and implementation of proposed speed limit scheme.
  - (e) Kilnbridge Close – update communication from PC Greenfield. Communication received from Cllr Webb regarding yellow lines. Communication from resident re dangerous parking.
  - (f) Lower Road – Traffic calming scheme degradation (awaiting response Cllr Webb). To approve road narrowing signage east bound at the entrance to Hartridge Farm – to be fixed to the SID post. Funded by KCC.
  - (g) To consider funding allocated from General reserves to Highways reserves.
  - (h) Communication received from Safer Roads Stronger Communities initiative.
- IV. Village Carpark and Rec/Play area – to receive update.
  - (a) Update from Cllr Beasley – play area gate, weed control car park.
  - (b) Inspection Reports
  - (c) Update from Cllr Abbott – tree compound cutting.
  - (d) Update from Charity Commission new trustees for Recreation Ground,
- V. Footpaths – to receive update.
  - (a) KCC Pathways .
  - (b) Public Footpaths request for better monitoring of footpaths deferred from May meeting.
- VI. Community Events –
  - (a) D-Day 80 to consider costs.
  - (b) East Farleigh Fete Saturday 29 June 2024
- VII. KALC – any updates
- VIII. Village Defibrillators – to receive update.

- 31-FCA/06/24      **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  
IV. New councillor bank signatories approval.
- 32-FCA/06/24      **Member updates from externally attended meetings.**  
Members to inform Clerk if a report is to be delivered at the meeting.
- 33-FCA/06/24      **Clerk Updates** – Agree any actions.  
I. Terms of Reference Policy to be approved.  
II. Update on AGAR documents sent to External Auditor. Confirmation of receipt from Mazars.  
III. Update on Financial Documents on website.  
IV. To approve Internal Auditor for 2024 and confirm dates for audit.
- 34-FCA/06/24      **Parish Council Newsletter**  
Any updates. To consider future distribution options.
- 35-FCA/06/24      **Projects**  
I. Village Sign to receive quotes for repair / replace.  
II. Recreation Ground Container. Deferred from May meeting.
- 36-FCA/06/24      **Items to be considered for inclusion on the next Full Council agenda.**  
To receive any additions, for noting only, no discussion at this meeting.
- 37-FCA/06/24      **Date of next meeting**  
Tuesday 2 July 2024.
- 38-FCA/06/24      **Close of meeting**

For further information on this agenda please contact [clerk@eastfarleigh-pc.org.uk](mailto:clerk@eastfarleigh-pc.org.uk)