



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL PARISH COUNCIL ON TUESDAY 3 SEPTEMBER 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: 28 Aug 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 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

- 55-FCA/09/24 **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.
- 56-FCA/09/24 **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.
- 57-FCA/09/24 **Minutes**  
**Relevant Legislation: Local Government Act 1972, sch 12, p 41**  
To receive as correct and approve for signature the minutes of the meeting held 2 July 2024.
- 58-FCA/09/24 **Co-option of Councillor**  
To review any candidates for the vacant position
- 59-FCA/09/24 **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.
- 60-FCA/09/24 **External Reports and Updates**  
To receive any external reports from County and Borough and Police Liaison

61-FCA/09/24

**Correspondence**

- I. Email communication MBC Rob Jarman comments on planning. Circulated.
- II. Email communication Proposal for change of practice catchment boundary Medical Centre Group. Circulated.
- III. Email communication from MBC Local Cycling and Walking infrastructure. Circulated.
- IV. Email communication from KALC minutes of meeting 29 July 2024. Circulated.
- V. Email communication from Citizens Advice re AGM. Circulated.
- VI. Email communication from resident regarding HGV lorry on East Farleigh Bridge. circulated.
- VII. Email Communication from Mayor's office inviting Chair to Garden Party. Circulated.
- VIII. Email Communication from Mayor's office Winery Tour. Circulated.
- IX. Email communication from KALC climate change studies. Circulated.
- X. Email communication from Resident re New Cut Lane. Circulated HWG.
- XI. Email communication from KCC / PRow Confirmation of Public Footpath Diversion KM43 and Extinguishment KM43

62-FCA/09/24

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

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

To receive updates on planning matters

- I. 24/503439/FULL Chattenden Cottage Heath Road East Farleigh Maidstone Kent ME15 0LP Replace existing dwelling and garage with the erection of a self-build three bedroom dwelling and a detached garage with a playroom/WC above with associated landscaping (Resubmission 24/500186/FULL).

63-FCA/09/24

**East Farleigh Parish Council Reporting – Agree any actions.**

- I. Pearsons – to receive update.
  - (a) To approve work sheet and work carried out.
  - (b) Update on additional works.
- II. Flood Plan – to receive update.
- III. Highways – to receive update.
  - (a) Highways working Group to receive notes from meeting Aug 24
  - (b) Heath Road any updates / recommendations from HWG
  - (c) Workhouse Lane any updates / recommendations from HWG
  - (d) Kilnbridge Close any updates / recommendations from HWG
  - (e) Dean Street . any updates / recommendations from HWG
  - (f) Vicarage Lane / Forge Lane junction any updates / recommendations from HWG
  - (g) Lower Road any updates / recommendations from HWG
  - (h) Gallants Lane any updates / recommendations from HWG
  - (i) Speeding in Village any updates / recommendations from HWG
- IV. Environment
  - (a) Report Maidstone Signs
- V. Village Carpark and Rec/Play area – to receive update.
  - (a) Update from Cllr Beasley
  - (b) Inspection Reports
  - (c) Update on works
- VI. Footpaths – to receive update.
  - (a) KCC Pathways .
  - (b) Public Footpaths
- VII. Community Events –
  - (a) Remembrance Day
  - (b) East Farleigh Fete
- VIII. KALC – any updates
  - (a) Minutes of KALC Circulated
- IX. Village Defibrillators – to receive update.

64-FCA/09/24

**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

- 65-FCA/09/24 **Finance Arrangements**  
I. Banking arrangements – to consider savings options / reserves  
II. Budget Working Group – to consider setting up Budget Working Group for 2025/26
- 66-FCA/09/24 **Insurance**  
Renewal quotes received. To approve insurance cover for 2024/25.
- 67-FCA/09/24 **Member updates from externally attended meetings.**  
Members to inform Clerk if a report is to be delivered at the meeting.
- 68-FCA/09/24 **Neighbourhood Plan** – Agree any actions.
- 69-FCA/09/24 **Clerks updates**  
I. Completion of Audit received from Mazars – to review comments  
II. To consider recommendation for .gov email / domain hosting  
III. To consider new contract from Payroll Agent 2024/25
- 70-FCA/09/24 **Parish Council Newsletter**  
I. Any updates.  
II. Volunteer for Councillor Responsibility
- 71-FCA/09/24 **The Bull ACV**  
Any updates. Report from Cllr Hussein
- 72-FCA/09/24 **Projects**  
I. Village Sign – any updates.  
II. Recreation Ground Container.  
III. Speedwatch
- 73-FCA/09/24 **Items to be considered for inclusion on the next Full Council agenda.**  
To receive any additions, for noting only, no discussion at this meeting.
- 74-FCA/09/24 **Date of next meeting**  
Tuesday 1 October 2024
- To agree the public's exclusion from the confidential part of the meeting. That in view of the confidential nature of the business (employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw.
- 75-FCA/09/24 **Staffing Matters**  
I. Car Park Attendant new contract / duties
- 76-FCA/09/24 **Close of meeting**

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