



**MINUTES OF EAST FARLEIGH PARISH COUNCIL MEETING
HELD ON TUESDAY 3 SEPTEMBER 2024 AT 18.30PM IN EAST
FARLEIGH PRIMARY SCHOOL**

Present: Cllr A Palmer, Cllr D Abbott, Cllr P Tranter, Cllr T Andersson, Cllr G Charlton,
Cllr P Beasley, Cllr A White

Officer: Clerk, Nina Henley,

External Attendees: None

Apologies: Cllr Hussein

External Apologies: Cllr Kehily

- 55.FCM/09/24 **To receive apologies for absence**
Cllr Hussein (holiday) members RESOLVED to accept apologies.
- 56.FCM/09/24 **To receive declarations of interests and lobbying**
None
- 57.FCM/09/24 **Minutes**
Approval and signing of the minutes of the meeting held on 2 July 2024.
Members RESOLVED unanimously to approve the minutes
- 58.FCM/09/24 **Co-Option of new councillor**
Cllr Palmer reported that EFPC has received two potential candidates and will arrange co-option interviews later in the year.
- 59.FCM/09/24 **Public Participation**
There were 6 members of the public present.
2 Members of the public were potential candidates for the role of councillor.
Member of Highways Working Group in attendance. Member of The Bull Inn Working Group in attendance. PC Harry Greenfield and colleague in attendance.
- 60.FCM/09/24 **External Reports and updates**
Cllr Kehily sent report.
PC Greenfield gave verbal report. PC Greenfield discussed various issues including speeding in the village.
- 61.FCM/09/24 **Correspondence**
- i. Email communication MBC Rob Jarman comments on planning. Noted.
 - ii. Email communication Proposal for change of practice catchment boundary Medical Centre Group. Noted.
 - iii. Email communication from MBC Local Cycling and Walking infrastructure. Noted.
 - iv. Email communication from KALC minutes of meeting 29 July 2024. Noted.
 - v. Email communication from Citizens Advice re AGM. Noted.
 - vi. Email communication from resident regarding HGV lorry on East Farleigh Bridge. Noted.
 - vii. Email Communication from Mayor's office inviting Chair to Garden Party. Noted Chair unable to attend Clerk to inform the Mayor.
 - viii. Email Communication from Mayor's office Winery Tour. Noted
 - ix. Email communication from KALC climate change studies. Noted.
 - x. Email communication from Resident re New Cut Lane. Circulated HWG. Noted.

- xi. Email communication from KCC / PRow Confirmation of Public Footpath Diversion KM43 and Extinguishment KM43. Noted.

The Chair proposed a motion to move agenda item 71.FCM/09/24 – agreed.

62.FCM/09/24

Planning

To receive updates on planning matters

- I. 24/503439/FULL Chattenden Cottage Heath Road East Farleigh Maidstone Kent ME15 OLP 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).

EFPC has no objections / supports this application.

63.FCM/09/24**East Farleigh Parish Council Reporting** – Agree any actions

- I. Pearsons – to receive update.
 - (a) To approve work sheet and work carried out. Noted.
 - (b) Update on additional works. Members RESOLVED to accept quotes for the ramp and stump work. Repairs to wet pour additional quotes requested Clerk to obtain from previous contractor.
- II. Flood Plan – to receive update. No updates. Noted.
- III. Highways – to receive update.
 - (a) Highways working Group to receive notes from meeting Aug 24. Noted.
 - (b) Heath Road - Scheme progressing. Clerk to keep Coxheath Parish Council up to date.
 - (c) Workhouse Lane - The HWG are looking at traffic logging and encouraging residents to use the '20 is plenty' signage modelled on Highways 30 mph toolkit. HWG recommend writing to residents bringing them update on proposal and continued efforts for improved signage. Also letter to invite residents affected to attend the next meeting to discuss. Members RESOLVED to approve draft letter to be sent out. Members RESOLVED to approve spend of up £10,000.00 for improved signage.
 - (d) Kilnbridge Close. Consultation replies have been assessed and final recommendations to be presented at a future meeting.
 - (e) Dean Street – gateway sign to be progressed under maintenance budget.
 - (f) Vicarage Lane / Forge Lane junction - The council is working with residents to gain co-operation to alleviate the issues. Noted.
 - (g) Lower Road – HWG have concluded that they have exhausted all avenues, and nothing further can be achieved.
 - (h) Gallants Lane – drainage works have been concluded. Cllr Tranter reported that buses are still using Gallants Lane. Noted.
 - (i) Speeding in Village. HWG recommend investigating Speedwatch options and request any information on speed checks actioned by Kent Police. Also using Highways 30 mph toolkit.
- IV. Environment
 - (a) Report Maidstone Signs. Noted. Clerk to obtain quotes for repairs highlighted.
- V. Village Carpark and Rec/Play area – to receive update.
 - (a) Update from Cllr Beasley. Verbal updated given.
 - (b) Inspection Reports. Noted.
 - (c) Update on works quotes from Pearsons approved. Members RESOLVED to agree cost for up to £1000.00 on the gate repair.
- VI. Footpaths – to receive update.
 - (a) KCC Pathways Cllr Palmer requested to review all footpaths deferred to November meeting.
 - (b) Public Footpaths. Email from PRow on KM33 noted.
- VII. Community Events –
 - (a) Remembrance Day – Members RESOLVED to agree costs from Community Activities budget of up to £200.00 for event.
 - (b) East Farleigh Fete – Cllr Palmer advised that the EF Fete Working Party would be unable to arrange next years fete due to lack of members. Clerk to contact EF Primary School to discuss options for future. Noted.
- VIII. KALC – any updates
 - (a) Minutes of KALC Circulated. Noted.
- IX. Village Defibrillators – No reported issues. Noted.

64.FCM/09/24

Finance Reporting

- I. Bank Reconciliation signed by Cllr Beasley
- II. Payments for approval

Payee	Date	Method	Reference	Reason	Amount
Pearsons	01/08/24	BACS	4949	Landscape Contract	£ 4992.36
Acuit	01/08/24	BACS	10528	IT Contract	£ 69.92
Lloyds Credit Card	10/07/24	PAID / DD		123 Reg	£ 57.59
				Ink	£ 9.99
				Virus protection	£ 79.99
				Fee TOTAL £ 70.58	£ 3.00
NPower	01/08/24	BACS	10967384	Electricity	£ 29.31
Maidstone Signs	01/08/24	BACS	44383	Sign Inspection	£ 534.00
EF School	01/08/24	BACS	25-001	Hall Hire	£ 90.00
KALC	01/08/24	BACS	21729	Planning Course PB	£ 60.00
ICO	09/07/24	PAID/DD		Subscription	£ 35.00
NPower	01/08/24	BACS	10967384	Electricity	£ 29.31
Staff Costs Aug					£ 2419.06
Pearsons	03/09/24	BACS	5013	Landscape contract / works	£ 2520.36
Acuit	03/09/24	BACS	10694	IT Contract	£ 69.92
Lloyds Credit card	09/08/24	PAID / DD		123 Reg	£ 57.59
				Medtree Defib	£ 37.44
				Fee Total £98.03	£ 3.00
Mazars	03/09/24	BACS	2405903	Audit fee	£ 504.00
DM Payroll Serv	03/09/24	BACS	3806	Payroll agent	£ 96.00
Clerk Expenses	03/09/24	BACS		Post / stationary	£ 5.65
Staff costs Sept					£ 2412.02

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

- 65.FCM/09/24 **Finance Arrangements**
- I. Banking arrangements – to consider savings options / reserves. Members resolved to split remaining reserves and set up 95 day account with Redwood Bank for better interest rate and add additional funds to CCLA - to review with Budget Working Group.
 - II. Budget Working Group – to consider setting up Budget Working Group for 2025/26. Members RESOLVED to set up Budget Working Group – Cllrs Palmer, Beasley and Hussein agreed to be members. Clerk to set up Terms of Reference. Suggested first meeting October 2024 date / venue to be agreed.
- 66.FCM/09/24 **Insurance**
Members RESOLVED to accept quote from Gallagher Insurance – higher premium accepted with addition cover for play area equipment.
- 67.FCM/09/24 **Member updates from externally attended meetings**
Cllr Beasley reported his attendance at the Mastering Planning Course.
- 68.FCM/09/24 **Neighbourhood Plan**
Due to time constraints item deferred to November Meeting.
- 69.FCM/09/24 **Clerks updates**
- I. Completion of Audit received from Mazars – comments reviewed. Noted.
 - II. To consider recommendation for .gov email / domain hosting. Clerk to investigate and report to next meeting. Noted,
 - III. To consider new contract from Payroll Agent 2024/25. Members RESOLVED to accept Payroll Agent quote for 2024/25.
- 70.FCM/09/24 **Parish Council Newsletter**
Due to resignation of Cllr responsible for producing the newsletter it was RESOLVED to move to Annual Newsletter to be produced in the Spring 2025.
- 71.FCM/09/24 **The Bull Inn ACV**

Discussed after agenda item 61.FCM/09/24

It was RESOLVED to send letter from Cllr Hussein to MBC Planning R Jarman and the ACV department copying the owners and agent. Unanimous.

72.FCM/09/24

Projects

- I. Village Sign. Members RESOLVED to confirm with contractor the spec on the new gate before confirming go ahead on work to replace sign.
- II. Recreation Ground Container – members agreed to defer quote review at October meeting.
- III. Speedwatch – Cllr Beasley reported that he had attended meeting and potential options for auto Speedwatch devices to be considered in future. Noted.

73.FCM/09/24

Items to be considered for inclusion on the next Full Council agenda

Recreation Ground Container

74.FCM/09/24

Date of next meeting

Tuesday 2 October 2024.

Motion resolved to consider items in confidential session (Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2))

75.FCM/09/24

Staffing Matters

Members RESOLVED to approve new contract for Car Park Attendant.

76.FCM/09/24

Meeting Close

Meeting closed 20.45