

WEST FARLEIGH PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 20TH NOVEMBER 2023
IN BRAMLEY BARN, WEST FARLEIGH

PRESENT: Cllrs M Moy (Chair), J Morgan, B Scott, H Swan and Mrs A Broadhurst, Clerk
3 members of public

Public Discussion

The following highway issues were reported:

- There are 2 deep potholes on Ewell Lane (one near Charlton Lane end and the other close to Lower Road). It is hard to judge how deep they are, as they are filled with water, but cars are having to try to avoid them on a narrow lane. **ACTION: Clerk**
- Ewell Lane, close to Ewell Manor, a large amount of ivy has been removed but the verge has eroded, leaving compact debris in the road. It is very dangerous to pass oncoming vehicles. **ACTION: Clerk**
- Kettle Lane has a tree hanging down over the road. **ACTION: Clerk**
- KCC Highways to be chased regarding the incorrectly spelled name on the newly installed sign on Heath Road. **ACTION: Clerk**

A resident queried whether an additional bin could be provided for Kettle Lane, due to the amount of dog's mess left along the road. The Clerk explained that the bin would need to be easily accessible for MBC to empty and require an area of 1.5msq for the bin to have a concrete base. The cost of each bin (with installation) would be approximately £650 and there would be a charge by MBC for each empty. The resident will look at possible locations for Councillors to consider.

1. Apologies

County/Borough Cllr S Webb.

2. Councillor Declarations

No interests declared.

3. Minutes of the Meeting held on 18th September 2023

The Minutes of the meeting had been previously distributed and Cllr Scott proposed that they were a true record. This was seconded by Cllr Swan, with all in favour. The Chair signed off the official copy.

4. FINANCE

4.1 Budget Monitoring Report to 31st August 2023

The Budget Monitoring Report was **Noted**.

4.2 Income received since last meeting

Land Registry – Refund £ 4.00

4.3 Ratified Payments

It was proposed by Cllr Moy to approve the following transactions, this was seconded by Cllr Morgan; with all in favour.

Cheques:

No cheques

Internet Banking Payments:

Safeplay PS Ltd – Play Area Monthly Safety Inspection (September)	£ 63.00
Safeplay PS Ltd – Play Area Monthly Safety Inspection (October)	£ 63.00
Mrs A Broadhurst – Salary Owed (Apr – Nov) & Back Pay	£817.15
HugoFox Ltd – Website Annual Silver Package	£244.68

Dandelion Time – Hall Hire	£ 25.00
HMRC – PAYE	£ TBC*

* The Clerk explained that the HMRC payment would be due before the January meeting, however the total to be paid will not be known until after the December's salary has been processed.

Standing Orders:

Mrs A Broadhurst – October	(£82.43 owed)	£760.00
Mrs A Broadhurst – November Salary	(£405.40 owed)	£760.00

Direct Debits:

People's Pension – Monthly Payment (October)	£155.04
People's Pension – Monthly Payment (November)	£247.26
Waveney IT Support Services – Email Accounts & Remote Support (Oct.)	£ 95.40
Waveney IT Support Services – Email Accounts & Remote Support (Nov.)	£ 95.40

5. RESOURCES AND ENVIRONMENTAL MATTERS

5.1 Bench on the Green

Cllr Scott reported that the original bench in the play area is needing some attention, as it is in a poor state of repair. After brief discussion it was agreed by all present to ask the Parish Council's ground maintenance contractor to refurbish the bench, when the weather improves. **ACTION: Clerk**

Cllr Scott reported that he had met with the Safety Inspection Company, to discuss the repair required to the rota bounce. It had been explained that, when the bearing fails, it pushes out the rubber bushes, which has resulted in the repair now being necessary. It was proposed by Cllr Scott to arrange the repair at a cost of £1,195 (+vat). This was seconded by Cllr Moy, with all in favour. **ACTION: Clerk**

5.2 Biodiversity Policy

It was proposed by Cllr Swan to adopt the circulated Biodiversity Policy and this was seconded by Cllr Morgan; with all in favour. The Clerk stated that this would be added to the website to meet the 1st January 2024 deadline. **ACTION: Clerk**

5.3 Rural & Community Enabling Service (RACE) Meeting

The Clerk reported on the recent Rural & Community Enabling Service meeting which she had attended. It was explained how the Local Needs Housing Scheme will be managed, now that Action with Communities in Rural Kent has disbanded. The scheme will run in a very similar way as before, with the cost of a survey being decided by the number of electorate in the village, unless the local Borough Council has a Service Level Agreement in place (which covers the cost). If a need is identified, a local 'Call for Sites' would be activated in the hope that a landowner would offer a parcel of land for a scheme. Generally, there needs to be 8 homes for the scheme to be deliverable. The land is purchased at a lower price – approximately £10k per plot and would be classed as a Rural Exception Site, under the NPPF, and would usually be built towards the outskirts of the village settlement. The surveys are no longer in paper form, residents receive an A5 postcard directing them to complete the survey online. The Parish Council can hand out paper copies of the survey to residents who may not be confident with IT, so there must be a joint approach between RACE and the Parish Council for the process to run smoothly. After brief discussion the Clerk was asked to contact Tessa O'Sullivan to discuss carrying out a survey in the village. **ACTION: Clerk**

6. Highways Improvement Plan (HIP)

The Clerk gave an update on the meeting she had attended with a KCC Highways Representative to discuss the items currently listed on the HIP.

20mph speed limits: Following the traffic surveys being completed, a speed limit reduction was refused by the Highway Planners. The various roads were viewed and the Highways Representative suggested that there were speed roundel or 'SLOW' road markings which should be present and have clearly disappeared over time in a couple of places. These could be repainted on Lower Road (speed), Lower Road approaching Teston Lane close to the Tickled Trout (SLOW), Heath Road approaches to The Thatched House (SLOW).

Charlton Lane: The Highways Representative suggested the Parish Council may be able to have a 'No footpath' or 'Pedestrians in road' warning signs and he subsequently discussed this with the Planners. He also suggested a 30mph tool kit, which has been discussed historically in a Parish Council meeting. This has now been received and the stickers can be handed out to residents in Charlton Lane to attach to their wheelie bins. There are also posters and a banner (which could be placed on the Green).

Smith's Hill: The Drainage Team currently has work planned for the February school holiday. The Drainage Team thinks they have found a gully which has dropped and there are roots visible in the line.

Heath Road, close to The Thatched House: Having discussed the whole length of the road, there does not seem to be any real solution to resolve the issues around The Thatched House. The only suggestion was to refresh the road markings, and possibly add 'No passing places' signs (to at least warn larger vehicles that the road is narrow).

Since the meeting, the KCC Highway Planners have agreed the pedestrian signs in Charlton Lane and some around the Thatched House. The new signs would still be on a yellow backing board, but the advisory 20mph sign would be removed as part of the proposals. Also, they can add a 'SLOW' marking, as there is one at the other end of the cottage, which could do with a refresh so makes sense for there to be one both sides of the property. The cost of the works is approximately £2,500 and the Parish Council has the option of paying for the work now or waiting until the new financial year when the work can be budgeted for by KCC Highways (work likely to take place around 6 months later). After discussion, it's proposed by Cllr Moy to progress with the works now, as it could be a further year before the signage is finally installed. This was seconded by Cllr Swan, with all in favour. **ACTION: Clerk**

7. PLANNING MATTERS

7.1 Any applications received before the meeting

No applications had been received.

7.2 Planning Decisions (To be noted)

7.2.1 Decisions Outstanding with MBC

The outstanding decisions were noted.

7.2.2 Applications Refused by MBC

The refused application was noted.

8. DATE OF NEXT MEETING – Monday 15th January 2024 at 7.30pm

With no further matters to discuss, the meeting was closed at 8.03pm.