

**WEST FARLEIGH PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 17<sup>TH</sup> JULY 2023**  
**IN BRAMLEY BARN, WEST FARLEIGH**

**PRESENT:** Cllrs J Morgan (Chair), B Scott, C Wilson and Mrs A Broadhurst, Clerk  
2 members of public

Public Discussion

Potholes were reported to Councillors in Lower Road (one by The Old Parsonage and the other 100yds from the Tickled Trout). **ACTION: Clerk**

The vegetation along Lower Road has been cut back by KHS, (after being reported to them) however the cuttings have been left on the pavement. This has resulted in a pedestrian being unable to manoeuvre her pram along the path and a resident having had to assist her. The Clerk offered to raise this with the Highway's Steward for the village. **ACTION: Clerk**

It was noted that the lay-by in Lower Road is looking extremely untidy and the Clerk offered to discuss this with the Highway's Steward. **ACTION: Clerk**

The Clerk gave a brief update on the new policing model for Kent, reminding all present that incidents must be reported online or via 101 to Kent Police to ensure that the new village PC Becca Burn is aware.

The Clerk also gave a brief update from the litter picking team.

**1. Apologies**

Cllr M Moy, Cllr H Swan, County/Borough Cllr S Webb, Borough Cllr L Parfitt-Reid

**2. Councillor Declarations**

No interests declared.

**3. Minutes of the Meeting held on 15<sup>th</sup> May 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 Wilson, with 3 in favour. The Chair signed off the official copy.

**4. FINANCE**

**4.1 Budget Monitoring Report to 30<sup>th</sup> June 2023**

The Budget Monitoring Report was **Noted**.

**4.2 Income received since last meeting**

HMRC – VAT Refund	£7,284.82
MBC – Parish Service Scheme (1 <sup>st</sup> half)	£394.81
Mrs A Broadhurst – Cash received for Coronation Coins	£100.00

**4.3 Payments made since the last meeting**

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

Cheques

101329 – Dandelion Time – Hall Hire	£ 25.00
-------------------------------------	---------

Internet Banking Payments to be made

Safeplay PS Ltd – Play Area Monthly Safety Inspection (May)	£ 63.00
The Play Inspection Company Ltd – Annual Play Area Safety Inspection	£126.00
Safeplay PS Ltd – Play Area Monthly Safety Inspection (June)	£ 63.00
HMRC – PAYE	£755.09
Mr D Bucket – Internal Audit	£275.00

Harrietsham Parish Council – Share of Clerk’s SLCC membership	£102.12
Safeplay PS Ltd – Play Area Repairs (Rotabounce)	£582.60

Standing Order

Mrs A Broadhurst – June Salary	(£82.23 owed)	£760.00
Mrs A Broadhurst – July Salary	(£82.43 owed)	£760.00

Direct Debits:

People’s Pension – Monthly Payment (June)	£155.04
People’s Pension – Monthly Payment (July)	£155.04
Waveney IT Support Services – Email Accounts & Remote Support (June)	£ 95.40
Waveney IT Support Services – Email Accounts & Remote Support (July)	£ 95.40
ICO – Data Protection Annual Subscription	£ 35.00

**4.4 Donation Request from the Village Neighbourhood Watch Group**

It was proposed by Cllr Scott to make a donation of £80.00 towards signs required by the Neighbourhood Watch Group. This was seconded by Cllr Morgan, with all in favour. **ACTION: Clerk**  
 Councillors queried whether the historical Neighbourhood Watch signs around the village need to be removed (Teston Lane, Heath Road and Lower Road). The Clerk offered to raise this with the Co-ordinator. **ACTION: Clerk**

**5. RESOURCES AND ENVIRONMENTAL MATTERS**

**5.1 Amendment to Grounds Maintenance Contract**

There had been some concerns raised regarding the need for the small area of land on Lower Road, opposite Smiths Hall, to be added back into the ground’s maintenance contract. After brief discussion it was proposed by Cllr Scott to add this area to the contract at an annual cost of £150. This was seconded by Cllr Wilson, with all in favour.

There was brief discussion regarding the process involved with trying to obtain details of the landowner of the parcel of land across Lower Road from Smiths Hall, as no response had been received to emails sent. It was agreed by all present that the Clerk should try to progress with obtaining the information from the Land Registry, as the benches on the land will need replacing at some point. **ACTION: Clerk**

The Clerk informed all present that the contractor had raised concerns regarding the need for better maintenance of the grass in the play area, to keep it in good condition. After brief discussion it was proposed by Cllr Morgan to add this are to the contract at an annual cost of £150. This was seconded by Cllr Scott, with all in favour.

The Clerk reported that four posts have been knocked down around the green. The Clerk has asked that any damaged along the unmade road (by the new building site) be left for now, as there could be further damage as work progresses. The Parish Council’s contractor will arrange for the others to be replaced. There was then brief discussion regarding future replacement bollards being made from composite materials, rather than wood. It was agreed that this was something which could be investigated further.

The newly planted trees on the green have not been coping very well in the heat and the Clerk has asked Mr Underdown to monitor these and water them as required, in the hope that they recover.

**5.2 Work Highlighted in Play Area Safety Inspection**

The Clerk reported that the monthly play inspection company flagged a number of medium risk items on their report in May. These mainly related to the Playdale Rotabounce (the only original piece of equipment). The cost of the work was £485.50 (+vat) and the Clerk had asked that the work be scheduled at their earliest convenience. Councillors had been made aware of this between meetings and had agreed with this course of action.

It was noted that the work had been completed at the end of June but the rotabounce appeared quite stiff. The Clerk commented that she had been able to swing the seats but asked whether Cllr Scott could check. If there is an issue, the Clerk will discuss this with Safe Play, before paying the invoice. **ACTION: Cllr Scott/Clerk**

**6. PLANNING MATTERS**

**6.1 Any applications received before the meeting**

23/502893/FULL - Garden Cottage, Ewell Lane

Demolition of existing dwelling, tractor shed and bee equipment store and erection of a replacement dwelling and a small-holding barn, with associated landscaping and biodiversity works

(No objection)

23/502628/LBC – The Old Parsonage, Lower Road

Listed Buildings Consent for insertion of 7no. secondary glazing windows with draft proofing. Insertion of draft proofing to additional 3no. windows to ground and second floors.

(No objection)

**6.2 Planning Decisions**

**6.2.1 Decisions Outstanding with MBC**

The outstanding decision was noted.

**6.2.2 Applications Approved by MBC**

The approved application was noted.

**10. DATE OF NEXT MEETING – Monday 18<sup>th</sup> September 2023 at 7.30pm**

*With no further matters to discuss, the meeting was closed at 7.55pm.*