

**Minutes of the Meeting of Faversham Town Council**  
**10<sup>th</sup> March 2025, 7pm**  
**The Guildhall, Faversham**

Cllr Rowlands (Chair)	Present	Cllr Golding	Apology
Cllr C Martin	Present	Cllr Jones	Apology
Cllr Coniam	Present	Cllr B Martin	Present
Cllr Cook	Present	Cllr T Martin	Present
Cllr Crayford	Apology	Cllr Newman	Present
Cllr Eyre	Present	Cllr Perkin	Apology
Cllr Gibson	Present	Cllr Saunders	Present

**In Attendance:**

Louise Bareham (Town Clerk)

**361. Apologies for Absence**

Apologies with reasons were received from Cllrs Golding, Crayford, Perkin and Jones.

**362. Declarations of Pecuniary and Non-Pecuniary Interests**

Cllr BJ Martin advised he had been granted a dispensation by the Town Clerk to speak on the Faversham Planning Protocol document.

**363. Town Council Minutes**

It was proposed by Cllr Gibson, seconded by Cllr Newman, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Town Council meeting dated 10<sup>th</sup> February 2025.***

**364. Mayor's Announcements**

Cllr Rowlands provided a report of various events and functions he had attended including:

- Brewery tour at Shepherd Neame
- Hosted Neighbourhood Plan thank you event
- Attended repair café's 5<sup>th</sup> anniversary

Cllr Rowlands expressed his thanks to the organisers of the Faversham Literature Festival. The Festival had exceptional speakers and had brought visitors to the town from far and wide.

**365. Environment Committee**

It was proposed by Cllr C Martin, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Environment Committee dated 12<sup>th</sup> February 2025.**

**366. Policy and Resources Committee**

It was proposed by Cllr Eyre, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Committee dated 3<sup>rd</sup> March 2025.**

**367. Community Committee**

It was proposed by Cllr Rowlands, seconded by Cllr B Martin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Community Committee dated 17<sup>th</sup> February 2025.**

**368. Heritage, Buildings and Creek Committee**

It was proposed by Cllr T Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Heritage Buildings and Creek Committee dated 5<sup>th</sup> March 2025.**

**369. Active Travel Committee**

Cllr Saunders proposed, seconded by Cllr C Martin, the following additions noted under Minute 144 it was agreed to arrange a meeting with KCC for the crossing and Minute 147 potential works at Solomon's Lane might not happen it was agreed to write to KCC.

It was proposed by Cllr C Martin, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to approve the Minutes of the Active Travel Committee dated 6<sup>th</sup> March 2025 subject to amendments.**

**370. Faversham Planning Protocol**

Cllr Saunders proposed that 'formal' is removed from the first sentence of 2.3. and 3.3 is changed to the following: *When there isn't enough time to hold a committee meeting before the deadline for responding to the Local Planning Authority, the Chair of the Committee (or the Vice Chair if the Chair is unavailable) and the Deputy Town Clerk will have the authority to comment on planning applications referred to the Town Council. In such cases email feedback will be requested from all committee members and if no response is received by the deadline, it will be assumed they agree. Where this delegated power has been exercised, the observation made to the LPA to be reported to the next meeting of the Town Council Planning Committee.*

With no seconder, the motion did not proceed.

Cllr Saunders proposed the following sentence is added to paragraph 2.3 Individual Councillors' discussions (please see the attached document):

*"It is advisable that Members do not agree to one-to-one discussions. However, if they decide to take part, they should ensure that at least one other councillor or an Officer goes with them."*

With no seconder the motion did not proceed.

Cllr Cook proposed, seconded by Cllr Newman and on being put to the meeting it was **RESOLVED to accept the amendment under 2.3 as follows: In the event of any Councillor, in their capacity of Town Councillor, agreeing to meet with a developer to discuss a potential or actual, planning application, then the Councillor should inform the Town Clerk of the pending meeting and may request the attendance of a member of staff to witness the meeting. All national and local policy guidelines regarding such meetings, the principles of estoppel, etc shall be followed. For the purposes of this clause a developer is someone commercially carrying out development, not householders or self-builders.**

Recorded vote:

Cllr Rowlands (Chair)	Abst	Cllr T Martin	For
Cllr C Martin	For	Cllr Newman	For
Cllr Coniam	For	Cllr B Martin	For
Cllr Cook	For	Cllr Gibson	Abst
Cllr Eyre	For	Cllr Saunders	Against

Cllr Saunders proposed, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to accept the amendment under 3.3 as follows: When there is not enough time to hold a Committee meeting before the deadline for responding to the Local Planning Authority (LPA), the Chair of the Committee, or the Vice Chair, if the Chair is unavailable, and the Deputy Town Clerk will have the authority to comment on planning applications referred to the Town Council. In some cases, feedback will be requested from all Committee members and if no response is received by the deadline, it will be assumed they agree. Where delegated power has been exercised, the observation made to the Local Planning Authority (LPA) will be reported at the next meeting of the Planning Committee.**

8 FOR/2 ABST

Cllr Rowlands proposed, seconded by Cllr Cook and on being put to the meeting it was ***RESOLVED to accept the Planning Protocol as amended.***

Cllr Rowlands suspended standing orders to enable PC Tancock to speak. There were no questions from the Council.

**371. Committee Meeting Timings**

It was suggested that the committee meeting times start at 7pm, but it was understood that all councillors have different views and that perhaps all committees should make their own decisions. The item will go to committees in May.

**372. Municipal Charities**

It was proposed by Cllr Gibson, seconded by Cllr C Martin, and on being put to the meeting it was ***RESOLVED to nominate Cllr Rowlands as Trustee for the Municipal Charities of Faversham.***

**373. Receipt and Payments**

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was ***RESOLVED to accept the Receipts and Payments for March 2025.***

**374. Private Session**

It was proposed by Cllr Rowlands seconded by Cllr T Martin and on being put to the meeting it was ***RESOLVED that under the Public Bodies (Admissions to Meetings) Act 1960 the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following business as publicity would be prejudicial to the public interest because of the sensitive nature of the business to be transacted.***

**375. Staffing Committee**

It was proposed by Cllr Cook, seconded by Cllr Rowlands and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Staffing Committee Meeting dated 3<sup>rd</sup> March 2025.***

***The meeting closed at 8pm***