



Faversham

TOWN • COUNCIL

TOWN CLERK – MS LOUISE BAREHAM
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Telephone: 01795 503288 Email: Louise.Bareham@favershamtowncouncil.gov.uk

To All Members of Faversham Town Council

Dear Member

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of Faversham Town Council to take place at The Guildhall on Monday 13 April 2026 at 7:00pm when the following business will be transacted.

Yours sincerely

Louise Bareham

Louise Bareham FSLCC
Town Clerk

The Mayor will allow a maximum of thirty minutes for Members of the Council to receive questions from registered electors of the Town before the formal meeting commences. A member of the public shall not speak for more than 3 minutes during the public session. When providing your name and address prior to addressing the meeting, please confirm or otherwise, that you consent to your personal details being recorded in the Minutes. Your personal data will be processed as directed by GDPR Article 5. At the start of the meeting the Mayor will confirm if all or part of the meeting is being filmed or audio recorded. The whole of the meeting can be recorded, except where there are confidential or exempt items. If any member of the public has an objection to being filmed, please make yourself known to the Mayor or the Town Clerk before the start of the meeting.

AGENDA

- 1. Opening of the Meeting**
The Mayor's Chaplain will say prayers.
- 2. Apologies**
To receive apologies for absence.
- 3. Declaration of Interests**
Members who have an interest to declare on any items on the Agenda, must declare the existence and nature of it at the start of the meeting and act in accordance with the Council's Code of Conduct (s27 Localism Act 2011).
- 4. Town Council Minutes**
To receive and accept as a true record the Minutes of the Town Council Meeting held on 9th March 2026 and the Extraordinary Meeting of 30th March 2026 and any matters for report.
- 5. Mayor's Announcements**
To receive the Mayor's Announcements.
- 6. Report from Community Police Officers**
To receive a report from Faversham Community Police Officers (tabled)

- 7. Environment Committee Meeting**
To approve the Minutes of the Environment Committee Meeting dated 11th March 2026 and agree any recommendations.
- 8. Heritage Buildings and Creek Committee**
To approve the Minutes of the Heritage Buildings and Creek Committee dated 1st April 2026 and agree any recommendations (tabled).
- 9. Active Travel Committee**
To approve the Minutes of the Active Travel Committee dated 2nd April 2026 and agree any recommendations (tabled)
- 10. Proposal for an Additional Community Bus**
To receive a report and consider recommendations for an additional community bus.
- 11. Community Governance Stage 2 Consultation**
To agree a response to Swale CGR stage 2 consultation. Full consultation is at <https://swale.gov.uk/your-council/consultations/community-governance-review-crg>
- 12. Honorary Freeman**
To nominate the following as Honorary Freeman of Faversham:
Mr Trevor Abram, Mr Michael Gates, Mr David Simmons
- 13. Receipts and Payments**
To approve the receipts and payments for April 2026 (latest version will be tabled).
- 14. Private Session**
To RESOLVE that under the Public Bodies (Admission 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 items of business as publicity would be prejudicial to the public interest because of the sensitive nature of the business to be transacted.
- 15. Staffing Committee**
To note the resignation of the Town Clerk.
To agree the recommendations from the Staffing Committee for the recruitment of a Town Clerk.

[2026-03-09 - Town Council - Minutes final](#)

4 - Town Council Minutes

Last modified: 07/04/2026

Minutes of the meeting of Faversham Town Council

Monday 9th March 2026, 7pm

The Guildhall

Present

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

In attendance:

Louise Bareham (Town Clerk)

552 Apologies

Apologies with reasons were received from Councillors Saunders, Cook, Golding, and Jones.

553 Declaration of Interests

Cllr Perkin – DPI - Agenda Item 570 Faversham Swimming Pools as Chair of the SBC Committee overseeing the leisure contract.

554 Town Council Minutes

It was proposed by Cllr Perkin, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Faversham Town Council meeting dated 9th February 2026 subject to an amendment under minute item 540 where Cllr Perkin clarified that her concerns were about the lack of publicising certain issues rather than the sale of eggs to youths.**

1 ABST

Decision: The minutes of the Town Council meeting held on 9th February 2026 were approved with a correction noted for item 540.

555 Mayor's Announcements

Cllr Rowlands provided updates on various cultural events attended, including a reggae soul night in Margate and the opening of the literary festival at St Mary of Charity Church.

556 Report from Community Police Officers

The Report from the Community Police Officers was noted.

557 Environment Committee

It was proposed by Cllr C Martin, seconded by Cllr Coniam, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Environment Committee meeting dated 11th February 2026.***

Decision: The minutes of the Environment Committee dated 11th February 2026 were approved.

558 Community Committee

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Community Committee dated 16th February 2026.***

Decision: The minutes of the Community Committee dated 16th February 2026 were approved.

559 Policy and Resources Committee

It was proposed by Cllr Rowlands, seconded by Cllr C Martin, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Policy and Resources Committee dated 2nd March 2026.***

Decision: The minutes of the Policy and Resources Committee dated 2nd March 2026 were approved.

560 Heritage, Buildings and Creek Committee

It was proposed by Cllr T Martin, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Heritage, Buildings and Creek Committee dated 4th March 2026.***

Decision: The minutes of the Heritage, Buildings and Creek Committee dated 4th March 2026 were approved.

561 Active Travel Committee

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Active Travel Committee dated 5th March 2026.***

Decision: The minutes of the Active Travel Committee dated 5th March 2026 were approved.

562 Public Works Loan Application

The Town Clerk provided an update on the Public Works Loan Board application, noting a reduction in the requested amount from £250,000 to £200,000 due to lower tender costs.

*It was proposed by Cllr Rowlands, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED that on 9th March 2026 Faversham Town Council resolves to seek approval from the Secretary of State for the***

Ministry of Housing, Communities and Local Government to apply for a Public Works Loan of £200,000 over the borrowing term of 15 years for refurbishment works to the Guildhall, Faversham. The annual loan repayments will be £19,302.72 per annum. The precept for 2026-2027 has increased by 29% from £755,000 to £973,600, but not due to the purpose of this loan.

It was noted that in order to show in our budget where the public works loan repayment is, the cost code 4343 has been amended to include 'PWL' Guildhall External Works.

Additionally, it was noted that there will be no additional income or expenditure incurred by the works.

Decision: The motion to reduce the loan application amount from £250,000 to £200,000 was approved.

563 Local Government Reorganisation

Not discussed.

564 Ham Marshes

The Town Clerk provided an update on the resistance grounds received from both parties regarding Ham Marshes. It was agreed to await further legal advice before making a decision.

565 Defence Employer Recognition Scheme 2026 Silver Award

It was proposed by Cllr T Martin, seconded by Cllr B Martin, and on being put to the meeting it was ***RESOLVED to nominate Cllr Gibson as Armed Forces Champion.***

Decision: Councillor Charles Gibson was nominated and accepted the role of Armed Forces Champion for the Defence Employer Recognition Scheme 2026 Silver Award.

566 Stroke Unit Relocation, Service Quality and Patient Access

It was proposed by Cllr Crayford, seconded by Cllr Newman and on being put to the meeting it was ***RESOLVED that the Mayor writes to the NHS Trust to formally register Faversham Town Council's opposition to the proposed relocation of the stroke unit from Kent & Canterbury Hospital to William Harvey Hospital.***

567 Withdrawal from X (formerly Twitter) as an Official Communication Channel

The motion to withdraw from X as an official communication channel was introduced, with Councillor Crayford expressing concerns about the platform's alignment with the council's values of being warm and welcoming. The

councillor argued that using X contradicts these values and proposed the withdrawal.

Decision: It was proposed by Cllr Crayford, seconded by Cllr Perkin and on being put to the meeting it was **RESOLVED to delete Faversham Town Council's X account.**

568 Receipts and Payments

It was proposed by Cllr B Martin, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Receipts and Payments for March 2026.**

569 Private Session

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED that under the Public Bodies (Admission 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 items of business as publicity would be prejudicial to the public interest because of the sensitive nature of the business to be transacted.**

570 Faversham Swimming Pools

It was proposed by Cllr Rowlands, seconded by Cllr T Martin and on being put to the meeting it was **RESOLVED to seek quotes for legal advice to enable further discussion to take place.**

571 Honorary Freeman

Suggestions for Honorary Freeman were considered, and it was agreed to contact three nominees to ask if they were happy to be put forward for nomination at the next meeting.

The meeting closed at 7.58pm

[Town Council Minutes 30.03.26](#)

4 - Town Council Minutes

Last modified: 07/04/2026

Minutes of the Extraordinary Meeting of Faversham Town Council

Monday 30th March 2026, 7pm

The Guildhall

Present

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	Present	Cllr Newman	Present
Cllr Eyre	Present	Cllr Perkin	Present
Cllr Gibson	Present	Cllr Saunders	Present

In attendance:

Louise Bareham (Town Clerk)

572 Apologies

Apologies with reasons were received from Councillors Golding and Jones.

573 Declaration of Interests

None

574 Ham Marshes Judicial Review

It was proposed by Cllr Cook, seconded by Cllr B Martin and on being put to the meeting it was ***RESOLVED to continue the judicial review proceedings for the Ham Marshes development***

The recorded vote is as follows:

Cllr Rowlands (Chair)	For	Cllr Gibson	For
Cllr C Martin	For	Cllr Saunders	Abstain
Cllr Coniam	For	Cllr B Martin	For
Cllr Cook	For	Cllr T Martin	For
Cllr Crayford	Abstain	Cllr Newman	For
Cllr Eyre	For	Cllr Perkin	For

The meeting closed at 8pm

[Environment Committee Minutes 11.03.26](#)

7 - Environment Committee Meeting

Last modified: 09/04/2026

Environment Committee Minutes

11 March 2026 at 7:30pm

The Guildhall

Cllr C Martin	Present	Cllr Rowlands	Substitute
Cllr Coniam	Present	Cllr Saunders	Apology
Cllr Cook	Apology		
Cllr Gibson	Apology	Martin Collins	Present
Cllr Golding	Apology	Matthew Hatchwell	Present
Cllr Perkin	Present		

In attendance:

Adrienne Begent (Deputy Town Clerk)

Stacey Woolf (Facilities Manager)

Public Questions:

Maria Newman provided an update on St Nicholas Allotment site. 2 allotments had been assigned to new tenants, and a further plot was due to be re-assigned. The waiting list had been cleared as a result.

234 Apologies for Absence

Apologies for absence were received from Cllr Gibson (substituted by Cllr Rowlands), Cllr Golding, and Cllr Perkin.

235 Declarations of Interest

None.

236 Previous Minutes and Matters Arising

It was proposed by Cllr C Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the minutes of the Environment Committee meeting dated 11th February 2026, subject to a minor amendment regarding Martin Collins being in attendance and noted in the minutes as absent.**

Stacey Woolf provided an update Siltex treatment for Cooksditch Stream. It was agreed to include this on the next meeting agenda as part of a wider discussion about the streams in the area, once it was determined how many treatments would be required.

237 Facilities Update

Stacey Woolf provided an update from the Facilities Team.

Stonebridge Allotment

Removal of ivy which has caused damage to the wall bordering the allotment site. It was agreed to contacting Swale BC due to the wall being listed prior to any survey or rectification work commencing.

Cllr C Martin referred to complaints received regarding bonfires being lit on the site. Once the emails had been received, she would send details to Stacey Woolf for action.

Stonebridge Allotments waiting list stood at 64.

Millfield Allotments

The waiting list stood at 37.

Cllr Coniam referred to a plot holder continuing to use pesticides. Stacey Woolf advised this had been referred to the Committee but would follow this up following Cllr Coniam's report.

Perry Court Allotments

Correspondence had been sent to plot holders regarding forming a committee.

CPC Contractors had been replacing dead trees – 33 new trees had been planted. Areas of dead wildflowers had also been cut back.

The waiting list stood at 1.

North Preston Allotments

The waiting list stood at 7.

Faversham In Bloom

Stacey Woolf advised he had taken over the organisation of meetings of the volunteer group.

Cllr C Martin requested that Stacey Woolf provided a report showing a breakdown of how much of the Facilities Team's work was spent on environmental projects. Stacey Woolf agreed to provide this.

238 Illegal Fishing at Stonebridge Pond

Cllr C Martin advised she had been made aware of illegal fishing taking place at night. She had made local residents aware and asked they keep their eye on any movements. Matthew Hatchwell advised an allotment holder had reported the illegal fishing to Graeme Tuff of SBC. Carp was being targeted. Incidents had also been reported to the Police. The Police had advised they couldn't act because there was an absence of signs stating, "No Fishing". SBC has advised they were planning to install some.

It was proposed by Cllr Rowlands, seconded by Cllr C Martin, and on being put to the meeting it was **RESOLVED to email Graeme Tuff to offer to purchase appropriate signage and for SBC to reimburse FTC.**

239 Environmental Events

The report on Environmental Events was noted:

- Climate Action Weekend 24th-25th April 2026.
- Sunflower Competition
- World Bee Day – 20th May 2026.
- Bees' Needs Week – mid-July
- Hedgehog Awareness Week 4th-10th May 2026.
- Bat Walk Volunteer Training – 8th April 2026

240 Oare Gunpowder Works

The report was received and noted.

It was proposed by Cllr C Martin, seconded by Cllr Coniam, and on being put to the meeting it was **RESOLVED to support the low impact design proposal prepared by Purcell Architects.**

1 ABST.

It was proposed by Cllr C Martin, seconded by Cllr Perkin, and on being put to the meeting it was **RESOLVED to engage solicitors under proposal B.**

1 ABST.

241 Items for Report

- Discussion on Streams in the area
- Report from the Facilities Manager on time spent on environmental projects
- Town Fauna survey – report from Cllr Coniam

The meeting closed at 8.30pm.

[HBCC Minutes 1st April 2026](#)

8 - Heritage Buildings and Creek Committee

Last modified: 09/04/2026

AT A MEETING OF FAVERSHAM TOWN HERITAGE, BUILDINGS AND CREEK COMMITTEE held in the Guildhall, on Wednesday 1st April 2026

Present:

Cllr P Cook (Chair)	Present	Cllr A Eyre	Absent
Cllr K Golding	Absent	Cllr B J Martin	Absent
Cllr T Martin (Deputy Chair)	Present	Cllr R Newman	Present
Cllr J Rowlands	Present	Cllr A Hook (KCC)	Present
Ms P Dickenson	Present	Mr H Goodwin	Present (Virtual)
Mr A Thorne	Present	Cllr L Coniam	Substitution

In attendance: Adrienne Begent (Deputy Town Clerk)
Stacey Woolf (Facilities Manager)

187. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs A Eyre, K Golding and B J Martin

188. DECLARATIONS OF INTEREST

There were no declarations of interest

189. MINUTES OF THE PREVIOUS MEETING

It was proposed by Cllr J Rowlands seconded by T Martin and on being put to the meeting it was **RESOLVED to approve the Minutes of the Meeting of the Heritage, Buildings and Committee held on 4th March 2026.**

It was noted that the minutes had been approved at Town Council on 9th March.

190. ACTIONS AND MATTERS ARISING

The latest version of Actions and Matters arising was received.

191. TOWN QUAY AND BUILDINGS

Members received Paper 1 - Tender Documents for RIBA stages 0 – 2. The matrix of the combined scores and report was tabled.

It was proposed by Cllr J Rowlands, seconded by Cllr BJM Martin and on being put to the meeting it was **RECOMMENDED that Company D be appointed for RIBA stages 0 – 2 (£19,637.60 + VAT)**

Cllr P Cook abstained

192. MAGNA CARTA

Members received Paper 4 – Proposal for loan of the Magna Carta

Members expressed concerns regarding the safety of the Magna Carta travelling to the USA at this juncture.

It was considered that further information was required before a decision on loaning the Magna Carta could be taken.

From the company proposing to facilitate the loan:

- 1) Clarification of loan period – Noted that the period of agreement could be reduced to three years. Members want details of actual loan period.
- 2) Clarification of the payment – Confirmation that the sum quoted is per venue that the Magna Carta is displayed at.
- 3) Details on security arrangements

From the Charter Officer:

- 1) Details of visitor numbers – are they still increasing or have they plateaued
- 2) Details of stock and sales of Magna Carta merchandise
- 3) Details of donations
- 4) Details of the arrangement for sales between the Faversham Society and the Town Council
- 5) Details on how the loan would affect school visits, are they interested in other items on display or would the loan of the Magna Carta suspend visits.

Other factors to be considered:

- 1) Values of proposed venues
- 2) Legal agreement

It was also considered that a Magna Carta event should be held in Faversham, this should be referred to the Community Committee.

ACTION: Bodleian Library, Lincoln Cathedral and Sandwich Town Council to be contacted regarding their experience of loaning their document. DTC

193. The GUILDHALL

The Deputy Town Clerk informed members that the contract for work on the Guildhall had not yet been signed and the start date set. There were still outstanding issues concerning the scaffolding and road closures which concerned parties were working to resolve.

It was proposed by Cllr J Rowlands seconded by T Martin and on being put to the meeting it was ***RECOMMENDED that the approved Public Works Loan be drawn down and invested, subject to confirmation that the figures are favourable.***

194. THE BLAST WALL

It was noted that on 9th March KCC had informed the DTC that the Blast Wall case had been passed to the Structures Programme Manager, who had confirmed that a further inspection of would be carried out. Details of the inspection and the requested specification for the rebuild had not been received.

ACTION: KCC to be chased for a response DTC

195. ITEMS FOR REPORT

Old Gate Structure – Old Gate Road

196. PRIVATE SESSION

It was proposed by Cllr J 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 items of business as publicity would be prejudicial to the public interest because of the sensitive nature of the business to be transacted.

197. CREEK BRIDGE

Members received the correspondence from Simon Bell and draft letter for Action 2 (Resolved 7th January 2026)

It was proposed by Cllr J Rowlands seconded by T Martin and on being put to the meeting it was **RESOLVED that the draft letter should be approved subject to final proofing by the DTC.**

PD updated members regarding the use of funds held by the Creek Trust.

It was proposed by Cllr J Rowlands seconded by T Martin and on being put to the meeting it was **RESOLVED that a working group be formed to assist the Creek Trust with the administration regarding virement of funds.**

The meeting closed at 21.00

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[Active Travel Committee Minutes 02.04.26](#)

9 - Active Travel Committee

Last modified: 09/04/2026

MINUTES OF Active Travel Committee
02 April 2026, 7:30pm
The Guildhall

Cllr C Gibson (Chair)	Present	Cllr Perkin	Present
Cllr Saunders (Deputy Chair)	Present	Cllr A Hook (KCC)	Apology
Cllr Coniam	Apology	Michelle Anderson (SBC)	Absent
Cllr Cook	Present	Chris Oswald-Jones	Present
Cllr B Martin	Apology	Tim Stonor	Apology
Cllr T Martin	Present	Adrian Oliver (KCC)	Apology

In attendance:

Rob Gibbs (Office Manager)

259 Apologies for Absence

Apologies for absence were received from Cllr Coniam, Cllr B Martin, Cllr Hook, Tim Stonor, and Adrian Oliver (KCC). It was noted that Tim Stonor was online, however due to poor sound quality, he left the meeting.

260 Declarations of Interest

None.

261 Previous Minutes and Matters Arising

It was proposed by Cllr T Martin, seconded by Cllr Gibson, and on being put to the meeting it was ***RESOLVED to accept the Minutes of the Active Travel Committee dated 5th March 2026.***

262 Project Updates

Highway Improvement Plan

The discussion began with an update on the Highway Improvement Plan (HIP). It was noted that there had been a meeting with KCC in February, where it was suggested to integrate all items from the LCWIP into the HIP. Adrian Berendt had reconciled the two documents, revealing that only seven out of 113 items from the LCWIP appeared in the HIP. A meeting with Jennie Watson from KCC was scheduled for the following week to discuss further revisions.

Action: Meeting arranged with Jennie Watson to discuss the HIP.

20mph Compliance

The Committee discussed the placement of additional 20mph roundels, which would be funded by the Town Council. This would be discussed at the forthcoming meeting with Jennie Watson. The consultation on Athelstan Road and Cambridge Road had resulted in a report by Adrian Berendt, with the next step being to set up workshops with interested residents. Councillor T Martin raised concerns about the visibility of road markings post-roadworks, and it was agreed to ensure KCC contractors restored these appropriately.

Action: Set up workshops with residents on Athelstan Road and Cambridge Road.

Action: Raise with KCC about the reinstatement of 20mph Roundels post-roadworks.

East-West Walking Route

Chris identified three areas with water accumulation issues. Cllr Saunders had raised these with the Project Manager, who had contacted the contractor, The contractor was asked to price localised re-profiling. The Committee agreed to communicate their stance that these issues were not pre-existing and required resolution. The meeting also highlighted the need for a strategic approach to design and prioritisation of interventions, particularly crossings on the A2.

Participants discussed the importance of creating walking routes that are well-marked and promoted within the community. The conversation highlighted the need for better information about the routes, including maps and signage, to encourage more people to use them. There was a suggestion to involve local schools and community groups in promoting these routes.

North-South Walking Route

Cllr Saunders advised KCC wanted to move forward with FTC on the North-South Walking Route and it was suggested that a Working Group could be set up.

The committee discussed the priorities for the North-South Walking Route, with a focus on North Lane and the A2. There was a consensus that this should be the priority, given its importance for connectivity and safety. The Committee agreed to formalise their position on the development priorities to present a consensus in future discussions with KCC. This would be an agenda item for the next meeting.

Similar to the East-West Walking Route, the discussion focused on the need for better signage and promotion of walking routes.

Action: Formalise the Committee's position on the development priorities for the North-South Walking Route to present to KCC. Agenda item for next meeting.

263 Faversham LCWIP

Cllr Perkin advised she would provide details of dropped kerbs to Cllr Saunders.

Cllr Saunders referred to problem parking at the bottom of Lower Lane where East-West Walking Route interventions had been installed. This was effectively making it a single lane where the raised tables were. Cllr Saunders proposed adding Double Yellow Lines at those stretches.

Cllr T Martin referred to vans being parked on the extended pavements at Love Lane making visibility difficult. It was established that Double Yellow Lines were present and Chris Oswald-Jones suggested SBC's Parking Enforcement team were asked to check the area.

It was proposed by Cllr Saunders, seconded by Cllr Gibson, and on being put to the meeting it was ***RESOLVED to add DYL to the raised table area at the bottom of Lower Road to the LCWIP.***

Action: Cllr Perkin to provide details of dropped kerbs to Cllr Saunders.

Action: Add Lower Road intervention to the LCWIP

264 Faversham Hopper Community Bus Service

Rob Gibbs reported he had attended Oare Parish Council on 16th March to provide a report and to receive feedback, most of which was positive, however it had been queried whether a Saturday service could be introduced.

A poll of the volunteer drivers had shown there was sufficient cover for a limited Saturday morning service.

It was proposed by Cllr Cook, seconded by Cllr Perkin, and on being put to the meeting it was ***RESOLVED to introduce a limited Saturday service on the FH2 route.***

Additionally, the committee considered an offer from KCC to transfer a minibus (a 2015 Fiat Ducato) to the Town Council. The committee discussed the financial implications, including insurance and maintenance costs, and agreed to recommend accepting the bus to the Full Town Council, subject to a detailed report.

It was proposed by Cllr T Martin, seconded by Cllr Cook, and on being put to the meeting it was ***RECOMMENDED to accept the donation of a minibus subject to a full report to the Full Town Council.***

Action: Introduce a limited Saturday service on the FH2 route.

Action: Recommend accepting the minibus offer from KCC to the Full Town Council, subject to a detailed report.

265 Active Travel Month

The draft Active Travel Month leaflet was received and noted.

It was noted that Volunteer Bat Walk Leader training was taking place on 8th April prior to any bat walks being organised. It was noted that there was a QR code which linked to the FTC website that would be kept updated as more activities were added.

266 Flood Lane

Cllr Saunders provided an overview of meetings with Graeme Tuff (SBC) and Daniel Cannon-Skeet (KCC) regarding possible improvements to Flood Lane.

Swale Borough Council (SBC) owns the green space and a small off-road section between the harbour board (HB) entrance and the residents' garage. The section of road beyond the telegraph pole, marked by a "roadway" sign, is currently unregistered. SBC indicated that any attempt by a local body (e.g., a town or parish council) to register this land would be unlikely to face opposition. Kent County Council (KCC) is responsible for the adopted highway up to near the telegraph pole, with the end of the tarmac clearly marking the limit of their responsibility.

Proposed technical interventions included raising the road level to encourage water to drain toward the stream. Lowering the adjacent grassed area to improve runoff pathways. Considering alternative drainage strategies due to constraints imposed by stream levels. A possible "back in and out" turning arrangement near the entrance is considered viable. SBC has indicated openness to providing land to facilitate such a turning point.

It was suggested holding informal consultations with residents whose properties backed onto the area affected.

Action: Prepare informal consultations with residents to gather feedback on the maintenance of Flood Lane.

267 Matters for Report

- Wayfinding on walking and cycling routes.
- Priority interventions for the North-South Walking Route.

Action: Matters for Report items to be added to the next meeting agenda.

The meeting closed at 8.58pm

[Proposal for an Additional Community Bus](#)

10 - Proposal for an Additional Community Bus

Last modified: 09/04/2026

Proposal for an Additional Community Bus

Offer from KCC: Donation of 2015 Fiat Ducato Accessible Minibus with Tail Lift

1. Background

Kent County Council has offered to transfer ownership of a 2015 Fiat Ducato 14 seat minibus, fitted with a tail lift to support wheelchair access, at no asset cost to the Town Council.

The vehicle has historically been used for community transport purposes and presents an opportunity to enhance local accessible travel provision within Faversham. Having use of a spare vehicle rather than having to hire one would be beneficial, particularly in the case of a breakdown or technical issue with our main vehicle.

The acceptance of this offer would not prevent the Town Council from making a grant application with KCC for a new vehicle. I believe however, that rejecting the offer would not send positive messages to KCC when we make our funding bid for the next vehicle.

The offer was discussed at the Active Travel Committee on 2nd April 2026. It was agreed to seek approval from Full Council.

2. Financial Implications

While there is no capital purchase cost, there are running costs to factor in.

2.1 Road Tax (Vehicle Excise Duty)

Annual Cost

Road Tax £345

2.2 Maintenance Budget

Given the vehicle's age (10 years) and specialist equipment (tail lift), a prudent annual maintenance budget is required.

Cost Category Estimated Annual Cost

Routine servicing £300 – £600

Repairs (tyres, brakes, etc) £800 – £1,500

Tail lift servicing & inspection £300 – £600

MOT & compliance £60 – £100

Vehicle Livery/Branding £750

Total Estimated Annual Maintenance Cost:

£2,500 – £3,000 (recommended planning figure)

2.3 Additional Financial Considerations

The following costs are not included above but will need to be met from existing or identified budgets:

Insurance: £3,529.59 is the total annual premium for this year from our insurer, QBE.

Fuel

3. Operational Considerations

- The tail lift enables wheelchair-accessible transport, expanding inclusivity.

- The vehicle could be a back-up for our normal service vehicle – there is a possibility that when our current lease vehicle is returned in February 2027, we will have a gap before the next vehicle is delivered.
- Be hired to local community groups –

We have volunteers who would help with community group hire.

There are options for hire charges, examples are:

Wealden Wheels charge £2 per mile with a volunteer driver provided.

Sheppey Wheels charge £149 for a half day hire, £198 for a full day hire.

- The vehicle could be sold and funds raised reinvested as there are no terms attached to the donation.
- The seats could be removed, and it could be used by the Facilities Team as an additional van.

4. Risks

Risk Mitigation

Age-related mechanical failure Maintain contingency budget

Tail lift repair costs Regular servicing and inspection

5. Options

Option 1: Accept the Donation

- Gains a valuable community asset at no capital cost
- Requires commitment to ongoing revenue expenditure

Option 2: Decline the Donation

- Avoids ongoing costs and operational responsibility
- Missed opportunity to enhance the Faversham Hopper.

6. Recommendation

That Faversham Town Council agrees to accept the donation of the 2015 Fiat Ducato for use as a spare service vehicle to support the Faversham Hopper, and to hire to community groups when required.

RG

09.04.26

[review promotional poster](#)

11 - Community Governance Stage 2 Consultation

Last modified: 09/04/2026

Have your say



**We are reviewing town
and parish governance
in your area**

We need your views



To find out more and complete the consultation please scan the QR code or visit www.swale.gov.uk/cgr

[CGR info leaflet](#)

11 - Community Governance Stage 2 Consultation

Last modified: 09/04/2026

Town and parish councils

Town, parish and community councils are the same in terms of their powers and responsibilities, but a town council also elects a town mayor. They are democratically-elected bodies that have powers to do a number of things, including providing allotments, providing bus shelters, supporting local crime prevention initiatives and local highway matters such as street lighting and maintenance of roadside verges. They can be involved in provision of community transport schemes, sport and recreation facilities and tourism and events. They can provide a focus for representing local issues and identity, and are also consulted on planning applications in their area.

Have your say!

We want to know your views on Community Governance in your area.

You will find the link to the consultations and further information on the review here www.swale.gov.uk/cgr

If you would like a paper copy of the consultation or require assistance completing the form please email cgr@swale.gov.uk

What happens next?

We will consider responses received on this second consultation and make a decision on what to do next based on those responses. This will involve setting out final recommendations for future Governance arrangements. Details of the outcome of the consultation will be published on the website www.swale.gov.uk/cgr

Have your say

Town and Parish Councils proposals for your area



To find out more and complete the consultation please scan the QR code or visit www.swale.gov.uk/cgr

Introduction

We would like to know your opinion on current arrangements or if you would like to change them. This is known as a Community Governance Review. Over the next 12 months, we will be consulting with residents, businesses, community groups, voluntary organisations and other public services.

Aim of the review

- To consider and bring about improved community engagement
- To improve local democracy and
- Ensure that electors and other interested groups have a say in how local services are delivered

Now is a good time to engage communities and parish councils to review their current arrangements and community governance more widely. With Local Government Reorganisation also being undertaken, its potential impacts to the Borough need to be considered. The review offers the chance to look again at Borough Governance, with a committed focus on the needs of its residents and communities.

The Terms of Reference agreed on 19th November 2025 set out how the review will be undertaken. Further details on the review and to view the terms of reference please visit www.swale.gov.uk/CGR

How will it affect you?

If you live in an area of the Borough which is currently unparished, a new parish might be created or one of the existing parishes may expand to include the area in which you live. If you live in an area which is already parished, the council may change in size or there may be some changes to its boundaries. Parish councils may also wish to combine, or pool resource, ensuring resilience for future governance arrangements. The option of no change will be included in the consultations.

What are the current arrangements?

Kent County Council is the county council that governs Kent, excluding Medway Unitary Authority area.

Swale Borough Council provides the main services for the Borough, and its role and obligations will not change whatever the outcome of this review.

Below the level of the Borough Council, there are 34 parish councils in existence across the borough and three town councils in Faversham, Sheerness and Queenborough.

A new town or parish council could provide extra services, the cost of which would depend on the range and level of services it provides. Although the Borough Council would set up any new council, the town or parish council itself would then be responsible for meeting all its expenditure. Town and parish councils are funded through a charge added to your council tax, known as a precept. The precept charge is something that the town or parish council has to decide for itself and depends on what services and facilities it wants to provide. The precept depends on a number of factors such as; size of the town or parish council, the services it provides and the number of properties across which it is spread and as such it is not possible to say how much a precept would be for any new council.

However, we have set out below are some examples for existing parish councils in Swale. Additional charge (over and above the charge for areas without a town or parish council) on council tax for band D properties for the financial year 2025/26.

Additional precept charges

- Boughton under Blean £127.97
- Faversham Town 90.25
- Newington 56.03
- Leysdown 31.25
- Tunstall 10.71

[Faversham Letter](#)

11 - Community Governance Stage 2 Consultation

Last modified: 09/04/2026

Dear Parish/Town Council Chair,

Following the Stage One Community Governance Review consultation, Swale Borough Council agreed on 1 April to take forward a number of proposals for governance arrangements across the Borough to Stage Two consultation. This next stage is now open and will close at **5pm on 2 June**.

There are a number of proposals asking residents for their views on

- Possible boundary changes within your parish
- Additional Councillors

As with the Stage One consultation, I welcome your support in helping to communicate this proposal to your residents. Swale Borough Council will be promoting the consultation through its social media channels, resident email bulletins, radio messaging, information videos, and public meetings. Details for public meetings will be shared shortly.

Paper copies of the consultation form, along with posters and leaflets, are available on request. Members of the Steering Group and officers can also attend Parish and Town Council meetings where helpful.

Once this consultation closes, members will meet to consider the responses and prepare draft recommendations to be taken to Full Council in July. Any agreed proposals will then be included in the Order submitted to Government, with implementation ahead of the May elections.

Further details and the links to the consultations are available at **www.swale.gov.uk/cgr**

If you would like any resources or have questions about the Stage Two consultation, please email **cgr@swale.gov.uk**.

Sincerely

Cllr Mike Whiting

Chairman, CGR Member Steering Group

[Month 1 Payments List as of 06.04.26](#)

13 - Receipts and Payments

Last modified: 07/04/2026

PROPOSED LIST OF PAYMENTS ENTERED APRIL 2026

SUPPLIER	INVOICE DETAILS	DATE	NUMBER	AMOUNT	AMOUNT PAID
Becky Poole	Garden service	10.03.26	INV-0214	£ 450.00	£ 450.00
British AquaCare	Siltex-Stonebridge	26.03.26	AC2555	£ 1,525.00	£ 1,525.00
BTF Car	BTF Delorean Time Machine	26.03.26	BTTFCAR	£ 300.00	£ 300.00
CEF	Electrical equipment	11.03.26	318187	£ 14.94	£ 14.94
Cheeky Chops Face Painting	Face Painting	21.03.26	2026-001	£ 240.00	£ 240.00
Clerks and Councils Direct	Freedom Scroll	27.03.26	5847	£ 448.20	£ 448.20
C-Nick Cleaning Nick Pearce	Window Cleaning	12.03.26	53K	£ 145.00	£ 145.00
Daniel Martin	Contract administrator	25.03.26	FGER/2026/428	£ 2,700.00	£ 2,700.00
Faversham Community Radio	Music & PA Easter Fair	29.03.26	10069	£ 175.00	£ 175.00
Faversham Designs	visitfaversham.org	14.02.26	FD5926	£ 17.99	£ 17.99
Folkestone Town Council	Mayoral Event	17.04.26	Spring Ball	£ 65.00	£ 65.00
JC Lock & Safe	Maintenance of intruder alarm	20.03.26	1048354	£ 858.00	£ 858.00
Jewson	Hardware	20.03.26	0129/00102163	£ 4.64	
Jewson	Hardware	13.03.26	0129/00101767	£ 46.20	
Jewson	Dulux Vinyl	10.03.26	0129/00101571	£ 36.78	
Jewson	Hardware	24.03.26	0129/00102312	£ 19.27	
Jewson	Dulux Emulsion	09.03.26	0129/00101528	£ 27.46	
Jewson	Hardware	12.03.26	0129/00101717	£ 9.05	£ 143.40
KALC	Subscription 26-27	01.04.26	10069	£ 2,400.00	£ 2,400.00
LTR Supplies	Uniform	19.03.26	271701	£ 40.03	
LTR Supplies	Wet floor A frame floor sign	23.03.26	271738	£ 22.06	£ 62.09
Michaels Civic Outfitters	Civic	11.03.26	85068	£ 479.34	£ 479.34
Outspoken Cycles	Pedal powered scalextrics	26.03.26	27286	£ 982.80	£ 982.80
Paladins of Chivalry	Medieval Armour display	01.04.26	2601	£ 550.00	£ 550.00
Parish Online	Mapping Software 26-27	27.03.26	29UM012-0008	£ 840.00	£ 840.00
Premier Print	A1 Foamex	12.03.26	76471	£ 266.58	£ 266.58
Procurement Services	Colour/mono copy charge	11.02.26	KPS445712	£ 244.08	£ 244.08
Royal Mail	Freepost Name	09.03.26	9075402584	£ 2.30	£ 2.30
S & A Steel Services	Yearly rent of container	25.03.26	12266	£ 1,728.00	£ 1,728.00
Seaward Colour Copy	A5 Hopper leaflet	24.03.26	4609	£ 189.00	£ 189.00
Staples	Stationery	27.03.26	3J07419	£ 86.04	
Trophystore.co.uk	Trophies for Transport	12.03.26	1020950	£ 82.19	£ 82.19
Urban Vision	Representation for planning	24.03.26	1077-26	£ 612.84	£ 612.84

£ 15,607.79

[Staffing Committee Minutes 16.03.26](#)

15 - Staffing Committee

Last modified: 07/04/2026

STAFFING COMMITTEE MINUTES
16th March 2026

Present: Cllr Rowlands, Cllr T Martin, Cllr C Martin, Cllr Eyre

1. Apologies

Apologies were received from Cllr Crayford

2. Declarations of Interest

None

3. Private Session

It was RESOLVED that under the Public Bodies (Admission 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 items of business as publicity would be prejudicial to the public interest because of the sensitive nature of the business to be transacted.

4. Town Clerk Position

The recruitment pack, timeline and process for the recruitment of a Town Clerk were agreed. Interviews were agreed to take place on 7th April 2026 with Cllrs Rowlands, C Martin and T Martin.