



Faversham

TOWN • COUNCIL

TOWN CLERK – MS LOUISE BAREHAM
12 Market Place, Faversham, Kent, ME13 7AE
Telephone: 01795 503288 Email: Louise.Bareham@favershamtowncouncil.gov.uk

To All Members of Faversham Town Council

Dear Committee Member

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of Faversham Town Council to take place at The Guildhall on Monday 18 May 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. Apologies**
To receive apologies for absence.
To approve apologies for absence.
- 2. Declarations of Pecuniary and Non-Pecuniary 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).
- 3. Town Council Minutes**
To receive and accept as a true record the Minutes of the Town Council meeting held on 13th April 2026 and any matters for report.
- 4. Mayor's Announcements**
To receive the Mayors Announcements
- 5. Report from Community Police Officers**
To receive a report from Faversham Community Police Officers
- 6. Environment Committee**
To approve the Minutes of the Environment Committee dated 15th April 2026.

7. Community Committee

To approve the Minutes of the Community Committee dated 20th April 2026 and agree any recommendations.

8. Policy and Resources Committee

To approve the Minutes of the Policy and Resources Committee dated 27th April 2026 and agree any recommendations.

9. Active Travel Committee

To approve the Minutes of the Active Travel Committee dated 7th May 2026 and agree any recommendations.

10. Guildhall

To receive a verbal update on Guildhall works.

11. Appointment to Committees

To agree the appointment of Members to committees as put forward by each grouping.

12. Terms of Reference of Committees and Working Groups

To agree the resolution "*The Council confirms the review of the Terms of Reference for committees and working groups be delegated to Standing Committees*".

13. Appointment of Representatives to Outside Bodies

To agree the appointment of Representatives to Outside Bodies

14. Bank Signatories

To review and approve signatories for all bank accounts.

15. Standing Orders

To consider approving the resolution "*The Council confirms that the review of Standing Orders be delegated to the Policy and Resource Committee*".

16. Financial Regulations

To consider approving the resolution "*The Council confirms that the review of Financial Regulations be delegated to the Policy and Resources Committee*".

17. Insurance

To consider approving the resolution "*The Council confirms that arrangements for insurance cover in respect of all insurable risks is in place for the Civic Year 2026-2027*".

18. Supporting Repair and Reuse in Faversham

To consider the following motion proposed by Cllr Perkin that this Council notes that the United Kingdom is one of the highest producers of electronic waste per capita globally, while lagging behind other nations in policies and support for repair and reuse. The Council further notes that promoting repair and reuse is essential to building a circular economy, reducing waste, addressing climate change, lowering household costs, and creating skilled green jobs.

This Council recognises the valuable work of community repair initiatives, volunteer groups, social enterprises, and local businesses that facilitate repair, refurbishment, and reuse of products. These efforts not only reduce waste but also build practical skills and strengthen community cohesion within towns such as Faversham.

This Council believes in a future where:

- Products are designed to be durable and easily repairable;
- Repair is the most accessible and affordable option when items break;
- Products are reused and given a second life wherever possible;
- Recycling is treated as a last resort.

This Council acknowledges the growing public demand for repair services and skills, and recognises that further support is needed to enable this sector to thrive.

Accordingly, this Council resolves to:

- Support and promote local repair and reuse initiatives within Faversham, including community repair events and skills-sharing activities.
- Encourage residents and local organisations to prioritise repair and reuse over disposal wherever possible.
- sign the Repair and reuse declaration

19. Receipts and Payments

To approve the receipts and payments for May 2026 (latest version will be tabled).

20. Town of Culture

To review oversight of the expression of interest.

[Faversham Town Council Minutes 13th April 2026](#)

3 - Town Council Minutes

Last modified: 08/05/2026

Minutes of the meeting of Faversham Town Council

Monday 13th April 2026, 7pm

The Guildhall

Present

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

In attendance:

Louise Bareham (Town Clerk)

575 Apologies

Apologies with reasons were received and accepted from Councillors Coniam, Cook, Eyre, Golding, Jones, and Perkin.

576 Declaration of Interests

None.

577 Town Council Minutes

It was proposed by Cllr Gibson, seconded by Cllr C Martin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Faversham Town Council meeting dated 9th March 2026 subject to an amendment under Minute Item 567 to include the statement drafted regarding the withdrawal from the social media platform X.**

It was proposed by Cllr Gibson, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Extraordinary Faversham Town Council meeting dated 30th March 2026.**

Decision: The minutes of the Town Council meeting held on 9th March 2026 were approved with an amendment under Minute Item 567.

Decision: The minutes of the Extraordinary Town Council meeting held on 30th March 2026 were approved.

578 Mayor's Announcements

Cllr Rowlands provided updates on various cultural events attended, including the Mayor's Ball. Cllr Rowlands expressed his thanks for the work of the Deputy Town Clerk, Adrienne Begent, in organising the Ball and her wider support for the Mayor and Deputy Mayor.

In response to a query from Cllr Saunders, Cllr Rowlands provided an overview of the Town Council's participation in the bid for Town of Culture 2028 status. Thanks were expressed to Creek Creative for their extensive work on the bid.

579 Report from Community Police Officers

It was noted that no report had been received. The report would be circulated to Councillors once received.

580 Environment Committee

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 March 2026.**

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

581 Heritage Buildings and Creek Committee

Cllr T Martin proposed that the approved Public Works Loan be drawn down and invested, subject to confirmation that the figures are favourable. There was no seconded therefore the motion fell.

It was proposed by Cllr T Martin, seconded by Cllr Newman, and on being put to the meeting it was **RESOLVED that Company D be appointed for RIBA stages 0 – 2 (£19,637.60 + VAT) concerning The Old Town Warehouse.**

2 ABST.

It was proposed by Cllr T Martin, seconded by Cllr Newman, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Heritage, Buildings and Creek Committee dated 1st April 2026.**

Decision: Company D to be appointed for RIBA stages 0-2 for The Old Town Warehouse.

Decision: The minutes of the Heritage, Buildings and Creek Committee dated 1st April 2026 were approved.

582 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 2nd April 2026 subject to minor amendments under Minute Item 263 the DYLS at Love Lane are planned, not currently present as implied and under Minute Item 266 should read Home Bargains rather than Harbour board.**

Decision: The minutes of the Active Travel Committee dated 2nd April 2026 were approved.

583 Proposal for an Additional Community Bus

It was proposed by Cllr B Martin, seconded by Cllr C Martin, and on being put to the meeting it was **RESOLVED to defer the report on the Proposal for an Additional Community Bus until an Extraordinary Meeting of the Active Travel Committee to be arranged for Thursday 7th May 2026.**

It was agreed that more detailed review of the finances involved including a breakdown of the costs for the hire of additional vehicles and the estimated value of the donated vehicle should be included in the revised report.

Decision: The report on the Proposal for an Additional Community Bus deferred until an Extraordinary Meeting of the Active Travel Committee on 7th May.

584 Community Governance Stage 2 Consultation

It was proposed by Cllr T Martin, seconded by Cllr Saunders, and on being put to the meeting it was **RESOLVED to endorse all recommendations for the Faversham area and to write in support of forming parishes in unparished areas.**

1 ABST.

Decision: Endorse all recommendations for the Faversham area and the TC to write in support of forming parishes in unparished areas.

585 Honorary Freeman

It was proposed by Cllr Rowlands, seconded by Cllr Crayford, and on being put to the meeting it was **RESOLVED to nominate Mr Trevor Abram, Mr Michael Gates, and Mr David Simmons, as Honorary Freeman of Faversham.**

1 ABST.

Decision: Messrs Abram, Gates, and Simmons nominated as Honorary Freeman of Faversham.

586 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 April 2026.**

1 ABST.

Decision: The receipts and payments for April 2026 were approved.

587 Private Session

Cllr Rowlands paid tribute to, and expressed thanks for, the work of Louise Bareham in the role of Town Clerk for over ten years.

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.

588

Staffing Committee

The resignation of the current Town Clerk, Louise Bareham, taking effect on 15th May 2026, was noted.

It was proposed by Cllr Rowlands, seconded by Cllr Newman, and on being put to the meeting it was ***RESOLVED to make an offer of appointment for the vacancy.***

The meeting closed at INSERT PM

[Faversham TC report May 2026](#)

5 - Report from Community Police Officers

Last modified: 11/05/2026

Abbey, Watling, St Ann's and Priory newsletter



Kent Police

Get the latest crime statistics by visiting: www.kent.police.uk/yourarea

May 2026

Crime

Abbey Ward

23/04/2026 – Burglary, East Street, unknown person has broken into victim address and taken items (under investigation)

26/04/2026 – Criminal Damage. Faversham Recreational Ground, Damage to door hooks on a building

03/04/2026 – Criminal Damage, St Marys Road, suspect has kicked victim's front door causing damage.

15/04/2026 – Criminal Damage, West Street, Damage to a windowpane caused by a suspected BB pellet.

Priory Ward

23/04/2026 – Commercial burglary, Front Brents, entry gained to a public house and alcohol stolen. Report filed, pending further information being received.

26/04/2026 – Criminal damage, Tramway Drive, the window of a residential property was smashed. Report filed, pending further information being received.

30/04/2026 – Criminal damage, Barnfield Road, fence was damaged. Report filed, pending further information being received.

26/04/2026 - Criminal damage, Priory Row, fence was damaged. Report filed, pending further information being received.

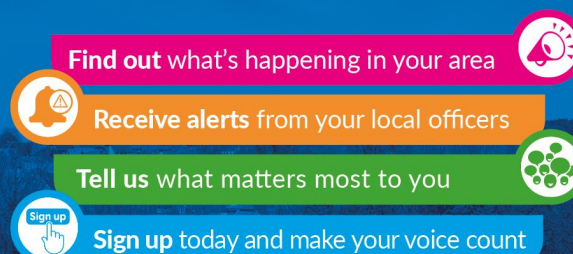
St Anns Ward

02/04/2026 – Robbery, Dorset Place, victim was 'bumped into' and had their wallet stolen in the process. Report filed, pending further information being received.

18/04/2026 – Criminal damage, St. Anns Road, damage caused to door following incident of youths kicking it. Three youths have been identified from CCTV and interviews arranged.

23/04/2026 – Theft from motor-vehicle, Breeze Meadow, £50 cash stolen from inside an unsecure vehicle. Report filed, pending further information being received.

28/04/2026 – Arson, not endangering life, Flood Lane, attempt to set fire to a garage. This was quickly extinguished. Report filed, pending further information being received.



Find out what's happening in your area

Receive alerts from your local officers

Tell us what matters most to you

Sign up today and make your voice count

MCV is a two-way engagement tool brought to you by Kent Police

mycommunityvoicekent.co.uk

Abbey, Watling, St Ann's and Priory newsletter



Kent Police

Get the latest crime statistics by visiting: www.kent.police.uk/yourarea

May 2026

29/04/2026 – Robbery, Stonebridge Way, suspect distracted the victim and stole a gold signet ring from their finger in the process. Report filed, pending further information being received.

Watling Ward

03/04/2026- Vehicle interference -Kingsnorth Road, report of a vehicle window being smashed.

04/04/2026- Criminal damage- Lewis close, Report of criminal damage to a mountain bike.

ASB

Abbey Ward –

02/04/2026 – Nuisance Youths, Abbots Road, reporting 3 youths knocking on the door and running away.

16/04/2026 – Nuisance Youths, Gatefield Lane, reporting youths running and banging on doors.

18/04/2026 – Nuisance Youths, Gatefield Lane, reporting youths kicking doors.

Watling Ward –

05/04/2026- Report of nuisance bikes in woods adjacent to Western Link.

Priory Ward –

06/04/2026 – Nuisance vehicles, Western Link

08/04/2026 – Nuisance Youths, Flood Lane

12/04/2026 – Nuisance vehicles, Barnfield Road

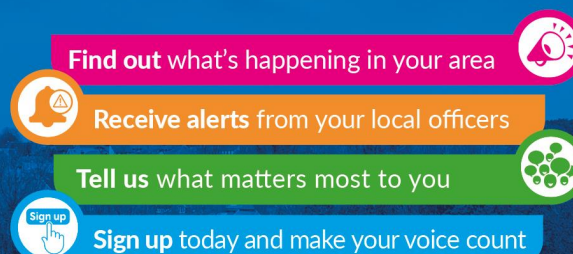
12/04/2026 – Nuisance vehicles, Barnfield Road

12/04/2026 – Nuisance vehicles, Barnfield Road

12/04/2026 – Nuisance vehicles, Priory Place

12/04/2026 - Nuisance vehicles, Barnfield Road

12/04/2026 – Nuisance vehicles, Reedland Crescent



Find out what's happening in your area

Receive alerts from your local officers

Tell us what matters most to you

Sign up today and make your voice count

MCV is a two-way engagement tool brought to you by Kent Police

mycommunityvoicekent.co.uk

Abbey, Watling, St Ann's and Priory newsletter



Kent Police

Get the latest crime statistics by visiting: www.kent.police.uk/yourarea

May 2026

12/04/2026 – Nuisance vehicles, Barnfield Road

13/04/2026 – Nuisance vehicles, Bysing Wood Road

30/04/2026 – Nuisance vehicles, Barnfield Road

30/04/2026 – Nuisance youths, Bysing Wood Road

St Anns Ward –

06/04/2026 – Nuisance vehicles, Bysing Wood Road

09/04/2026 – Nuisance vehicles, Whiting Crescent

13/04/2026 - Nuisance youths, Bank Street

17/04/2026 – Nuisance vehicles, Stock Lane

19/04/2026 – Nuisance vehicles, Stock Lane

23/04/2026 – Nuisance vehicles, Whiting Crescent

27/04/2026 - Nuisance vehicles, Whiting Crescent

Surgery – Friday 15th May 2026 6pm – 8:30pm at the West Faversham Community Centre

Friday 22nd May 2026, 1pm – 3pm at the Alexander Centre, Preston Street



Find out what's happening in your area



Receive alerts from your local officers



Tell us what matters most to you



Sign up today and make your voice count

MCV is a two-way engagement tool brought to you by Kent Police

mycommunityvoicekent.co.uk

Abbey, Watling, St Ann's and Priory newsletter



Kent Police

Get the latest crime statistics by visiting: www.kent.police.uk/yourarea

May 2026

Drop-in surgery

Friday 15th May 2026 6pm – 8:30pm at
the West Faversham Community Centre

Friday 22nd May 2026, 1pm – 3pm at
the Alexander Centre, Preston Street

Your local officer is Police Officer
**PC James Tancock, PC Kirsten JONES and PC
Gary MORRIS**



Find out what's happening in your area



Receive alerts from your local officers

Tell us what matters most to you



Sign up today and make your voice count

MCV is a two-way
engagement tool
brought to you by
Kent Police

mycommunityvoicekent.co.uk

[Environment Committee Minutes 15.04.26-combined](#)

6 - Environment Committee

Last modified: 08/05/2026

MINUTES OF Environment Committee Meeting

15 April 2026, 7:30pm

The Guildhall

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

In attendance:

Louise Bareham (Town Clerk)

Stacey Woolf (Facilities Manager)

242 Apologies for Absence

Apologies for absence were received from Cllr Coniam, Cllr Gibson and Cllr Golding. An apology for absence was also received from Matthew Hatchwell.

243 Declarations of Interest

None.

244 Minutes of the Previous Meeting 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 March 2026.**

A discussion ensued regarding the fish in Stonefish Ponds. Concerns were raised about the ecological balance due to the increasing number of carp, which were affecting the pond's greenery and overall health. Councillor Perkin highlighted the need to address the issue of too many carp in the pond, which was disrupting the ecosystem.

245 Facility Manager's Update

The Facilities Manager delivered his report – see Appendix One.

It was proposed by Cllr Perkin, seconded by Cllr C Martin, and on being put to the meeting it was **RESOLVED to consult with Lesley Seager and to write to local residents, QE Grammar School, and St Mary's School to consult them prior to Siltex treatment at Cooksditch Stream.**

246 Environment Events

- **Sunflower Competition**
The 2026 Sunflower Competition had been launched at the Spring Fair on 28th March.
- **Bat Training and Walks**
The volunteers who signed up (including Cllr Coniam, and Cllr Gibson) had undertaken a training session with Liz Vinson from Kent Bat Group and would be going on a mock bat walk shortly.
- **Hedgehogs**
A social media campaign would be undertaken during Hedgehog Awareness Week in May.
- **Bees**
A talk by Kent's Plan Bee Officer, Simon Springate, had been organised at the Assembly Rooms. This was being advertised and would take place on 20th May. During Bees' Needs Week an exhibition was being arranged. Rob Gibbs was working with Simon Springate on this.
- **Climate Action Weekend**
The Town Clerk encouraged attendance by Councillors to the Talk on 24th April, and the Climate Fresk, on 25th April.
- **People's Emergency Briefing at the Hot Tin**
Cllr Rowlands advised he was attending this event on 22nd April and asked if this could be shared within the Town Council to encourage attendance.

247 Oare Gunpowder Works

The committee received an update on the Oare Gunpowder Works project. The feasibility study and heritage statement had been completed, and the committee opted for the low impact option for the café placement. The next stage involved confirming costs and seeking additional funding from SBC. The architects would engage with heritage authorities due to the site's ancient monument status. The employment status of a seasonal worker was discussed, and it was agreed the Solicitors would need clarify contract details.

248 Matters for Report

- Cllr Rowlands raised potential environmental impact work around Cooksditch Stream.
- Eco Fair 7th June – The Town Clerk advised she would contact Sam Brookfield (SBC) for an update.

The meeting closed at 8.15pm

APPENDIX ONE – FACILITIES MANAGER'S REPORT

FTC FACILITIES REPORT.

ALLOTMENT.

Stonebridge.

Provide an update regarding recent activity at Stonebridge Allotment.

The allotment team has been doing excellent work clearing around the waterways, with strong attendance at recent work parties. However, some concerns have been raised about bonfires on site.

I have spoken with the Chair of Stonebridge to clarify the rules. Bonfires are only permitted from 2 pm onwards and are not allowed between June and October. The site typically holds just one large bonfire per year, and they have generally been adhering to these guidelines.

During my visit, BNM Weston was observed having a fire started mid-morning. A plot holder also mentioned that this was the second consecutive day a fire had taken place. Additionally, there is some evidence that Stonebridge Lodge may also have had bonfires, based on clearings in their garden and a large pile of foliage to burn.

I have spoken with Mrs Joyce to address these concerns and reassured her that this appears to be a one-off situation and that the allotment community is committed to following the agreed rules. We also agreed that, should a larger bonfire be necessary, it would be limited to once per week and would use only dead foliage.

Please accept my apologies for any inconvenience this may have caused.

What's *not* law (but often confused)

These are **common guidelines, not legal rules**:

- “Only burn after 2 pm”
- “No fires in summer months”
- “Only once per week”

These are usually:

- Council recommendations
- Allotment site rules (which *can* be enforced locally)

Stonebridge has a waiting list of 62 people.

Millfield.

All is working well on site.

Millfield has a waiting list of 35 people.

St Nicholas.

Spoken to the chair of St Nic recently, no major issue, they would like more of the plot holders to collect rainwater for their plots and make the numbers on the plots more visible.

Would like an up-to-date tenancy list, as more plots have been taken on. Joseph is to contact the secretary

St Nic's has a waiting list of 2 People.

Perry Court.

All is well on site,

An email has been sent out to all plot holders about forming a committee at Perry Court.

I have had a lot of interest in this and will be setting a meeting for all the plot holders to attend and discuss the outcome.

Mowing has started on the site, doing the sides of the pathways and walkways, leaving the middle bits to be natural and wildflowers.

The Facilities Team have been filling the potholes along the track to the Allotment.

Perry Court has 0 on the waiting list.

North Preston.

All is well

A few plot holders have had emails to get them up on their plot as the growing season has started. Will be checking again in a couple of weeks to see some progress.

The padlock on the main gate has been serviced, as some keys were having trouble opening it.

There is one vacant plot on the site.

North Preston has a waiting list of 4 people.

Faversham in bloom.

Still trying to get meetings started, waiting on dates to be agreed.

Town Planters.

The station planter is next to be planted up due to vandalism.

The War Garden Memorial.

Joseph has been shadowing Becky Poole, who has been looking after the garden, and will be doing this until the end of March

We will be planning a work schedule for the Garden.

A big thank you to Becky for all her hard work.

Other.

We are planning on helping the West Brook stream. They would like to plant a tree in the Stonebridge pond feeding area, waiting on a bit from them.

Cooksditch stream: at the last meeting, I gave a price for the application of the chalk calcium carbonate. The quote provided (£1050) is for delivering and applying half a tonne of Calcium Carbonate.

For best results, I advise carrying out this half-a-tonne application annually for the next 2-3 years.

Drew - British AquaCare

A report from Anna Stoner on Stonebridge Pond.

Hello all

The siltex application went smoothly today.

I wanted to update you all on a few things:

Fish in the pond

- Drew from British Aquacare (who applied the siltex) said the number of carp, in particular common/mirror carp in the pond has increased substantially since the last application of siltex in November. He estimated at least 40-50 carp, some of which are 20+lbs. Once he'd pointed them out to me, it was obvious to see. They are huge!
- Info from the Suffolk Wildlife Trust sets out that: Carp can grow up to 40lbs, and live up to 30 years. As well as directly feeding on invertebrates, they stir the water making it too muddy for aquatic plants to grow and thus remove food/cover/egg-laying opportunities for other species. Drew also said that as well as being invasive they are also adding to the silt problem through their own waste. On top of this they can breed very effectively too - so numbers are only going to go up.

- As well as the biodiversity impacts, the carp are also very likely attracting the night fishing which we are trying to stop.
- One (maybe crazy) theory is that they have been introduced to the pond to increase the attractiveness for anglers.
- As such we talked about the possibility of removing the carp from Stonebridge to a nearby fishing lake. This would help the pond and hopefully also stop the illegal fishing. This is done by electro-fishing - which stuns the fish, they float to the top and can be netted and removed (I understand?)
- The cost for a day's work by British Aquacare is £750 - Drew suggested it could be done in a day - but that's a very rough estimate.

Further siltex applications

- Now that the second application of siltex has taken place we will begin to monitor its effectiveness, and assuming that it's positive we'll aim for another treatment in the autumn.
- I understand from Drew that Stacey is speaking to him about application at Cooksditch.
- The siltex at Stonebridge was applied to the main pond area - from British Aquacare's boat. 2.5 tonnes were used up, so there was none left for the leats (sorry Bob) and the channel along Flood Lane - application is trickier there and will need to be applied by hand from the bank.
- If we want to apply siltex to the leats/Flood Lane, we'll need to order extra for the next application - or potentially add to Stacey's order for the Cooksditch - if that's possible? Stacey - is that application confirmed? However, we need to bear in mind that if extra siltex is ordered and not applied immediately, it needs to be kept dry, ideally inside. We could ask British Aquacare to do the application, but I think it might be difficult in the allotments as they may need access via people's allotments, which needs to be sensitively done. I think the Friends of the Westbrook could probably manage application along Flood Lane.

As such, I'd like your thoughts, if you have them on:

- All - removing the common carp from the pond.

- Stacey - could you let me know what's happening at Cooksditch and whether there is an opportunity to order some extra siltex for the Stonebridge leats and Flood Lane.
- Bob - if you'd like some extra ordered for the leats, and if you have somewhere to store in at the allotments, and if the allotment society would be happy apply it themselves from the bank?

I hope that makes sense. Very many thanks

Anna

Weekly Outdoor Tasks Overview

Throughout the week, the Facilities team follows a structured schedule to maintain community spaces, ensure safety, and uphold environmental standards.

Mondays focus on team review and planning, alongside cleaning the community bus and carrying out planter checks and weed control across paths, flowerbeds, and green spaces.

Tuesday activities include bench inspections, creek and jetty reporting, replenishing dog bag stations, and litter picking in areas closed to the public.

On Wednesdays, work is concentrated on the recreational ground, including litter collection, planter maintenance, the flood lane area, and the war memorial.

Thursday tasks cover a wider range of locations, including Perry Court, various allotment sites, and Stonebridge Pond, as well as authorised graffiti removal and cleaning.

The week concludes on Friday with community-facing activities, including public space tidy-ups and litter picking, planter maintenance, cleaning street name signs, and upkeep of the war memorial.

This structured approach ensures consistent maintenance, supports community engagement, and helps keep all public areas clean, safe, and well-presented.

WEEKLY TASKS (Outdoors)								
Day.	Tasks.				Notes.			
Monday.	Team review & planning.				Evaluate the week's work			
	Clean Community Bus							
	Planter Checks & weed control.				Paths, Flowerbeds & Green space.			

Tuesday.	Bench Checks.							
	Creek & Jetty Report.							
	Replenish Dog Bag Stations							
	Litter Picking (Closed To Public)							
Wednesday.	Rec.					Recreation areas, litter picks		
	Planters.							
	Flood lane Area.							
	War memorial.							
Thursday.	Perry Court.							
	Allotment checks.					Various Allotment areas.		
	Stonebridge pond.							
	Graffiti Check/Cleaning					Only in areas where we are allowed		
Friday.	Community Space Tidy - up / Litter pick (Open To Public)							
	planters.							
	Wash Street Names And Signs							
	War memorial.							

Stacey Woolf

Facilities Manager

March 2026

[Community Committee Minutes 20.04.26](#)

7 - Community Committee

Last modified: 08/05/2026

MINUTES OF THE COMMUNITY COMMITTEE

20th April 2026 7:30pm
The Guildhall

Cllr Coniam (Chair)	Present	Cllr Crayford	Present
Cllr Rowlands	Present	Cllr Golding	Present
Cllr C Martin	Apology	Cllr Newman	Present
Cllr Perkin	Present		

In Attendance:

Louise Bareham (Town Clerk)

Public Questions:

Two residents from Stone Street expressed their concerns about speeding traffic, damage to vehicles, and issues involving flags being put on street furniture.

Cllr Perkin suggested writing to Kent Police for random speed checks.

257. Apologies for Absence

An apology was received and accepted from Cllr C Martin.

258. Declarations of Interest

None.

259. Minutes and Matters Arising

It was proposed by Cllr Rowlands, seconded by Cllr Newman, and on being put to the meeting, it was **RESOLVED to accept the Minutes of the Community Committee dated 11th March 2026.**

260. CCTV Camera

It was proposed by Cllr Crayford, seconded by Cllr Newman, and on being put to the meeting it was **RESOLVED to install the CCTV Camera at Stone Street with a review in 6 months.**

3 FOR/2 AGAINST/1 ABST.

261. Faversham Citizens' Health Assembly

The minutes of the FCHA Working Group dated 10th February 2026 were noted.

262. Community Lottery

The Community Lottery Operator Report for April 2026 was received and noted.

The recent closure of Age UK Kent Rivers was noted and the Town Clerk advised she would contact them regarding their Community Lottery funds.

263. Equality, Diversity and Inclusion

a) Community Projects Report

The Community Projects Report dated 1st April 2026 was received and noted.

b) Town of Sanctuary

Cllr Perkin advised that she had drafted an Action Plan for 2026-2029, which she would circulate for the next meeting. Progress has also been made on the application process.

c) Neurodiversity Week

Cllr Coniam advised events would be deferred to 2027 due to organisational problems.

d) International Women's Day

Cllr Perkin expressed thanks to Claire Elliott (Events Officer) for her work organising the event to mark International Women's Day.

264. Assets of Community Value

Cllr Rowlands discussed the need to update the list of Assets of Community Value as there were a number of important community venues not currently on the list. Cllr Crayford suggested the West Faversham Community Centre, land at Davington Cricket Club and the land at Beech Close should be added and the importance of publicising this as anyone could nominate assets.

It was proposed by Cllr Rowlands, seconded by Cllr Newman, and on being put to the meeting it was **RESOLVED to make applications for the following community venues to be added to the Assets of Community Value list:**

- **Faversham Umbrella**
- **Age UK The Old Fire Station Building**
- **United Reform Church, Preston Street**
- **Abbey Physic Garden**
- **West Faversham Community Centre**
- **Land at Davington Cricket Club**

It was proposed by Cllr Crayford, seconded by Cllr Newman, and on being put to the meeting it was **RESOLVED to add the land at Beech Close to the applications for Assets of Community Value to be made**

3 FOR/3 ABST.

265. Community Resilience

The Community Resilience Report was received. Cllr Rowlands expressed his thanks for the work of the volunteer, Eleanor Williams, who was leading on the Community Resilience project.

It was proposed by Cllr Crayford for a member of Council staff to carry out the actions listed in the report.

An amended motion was proposed by Cllr Rowlands, seconded by Cllr Perkin, and on being put to the meeting it was **RESOLVED for the Community Officer to assess who would be best to complete the actions listed in the report.**

3 FOR/2 AGAINST/1 ABST.

266. Protect and Prepare

The report on Protect and Prepare was received. Cllr Rowlands expressed his thanks to Claire Elliott (Events Officer) for her work in preparing the report.

It was proposed by Cllr Crayford, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the following recommendations contained within the report:**

- 1. Note the development and purpose of the Protect & Prepare webpage**
- 2. Support its continued use as a public safety and awareness resource**
- 3. Encourage engagement from local organisations, event organisers, and businesses**
- 4. Note the upcoming training engagement relating to Martyn's Law Public Protection Procedures**

267. Employability Discussion

A discussion was held following the recent presentation by Business Unboxed CIC. Cllr Crayford referred to the importance of engaging with local employers, and local organisations that help people into work to understand how barriers to employment could be broken down.

Cllr Crayford agreed to prepare a report for the next meeting.

268. Matters for Report

- Report on Employability
- Town of Sanctuary status

The meeting closed at 9:08pm.

[Policy & Resources Committee Minutes 27.04.26 \(2\)](#)

8 - Policy and Resources Committee

Last modified: 11/05/2026

Minutes of the Policy & Resources Committee

Monday 27th April 2026, 7:30pm

The Guildhall

Present:

Cllr Eyre	Present	Cllr Gibson	Present
Cllr T Martin	Present	Cllr Rowlands	Present
Cllr C Martin	Apology	Cllr Saunders	Present
Cllr Crayford	Present		

In attendance:

Louise Bareham (Town Clerk)

Sarah Muteham (Town Clerk Designate)

Public Questions:

Expressions of support and thanks for the work of the Active Travel Committee were expressed by Adrian Oliver, Chris Oswald-Jones and Maria Newman.

317 Apologies for Absence

An apology with reason was received and accepted from Cllr C Martin.

318 Declarations of Interest

None.

319 Minutes of the Previous Meeting and Matters Arising

It was proposed by Cllr Gibson, 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 meeting dated 2nd March 2026.**

1 ABST.

Cllr Crayford referred to the item under Matters for Report, and it was agreed this would be added to the agenda for the next meeting.

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

320 Year End Reports

The Year End Reports were noted.

Cllr Crayford suggest Committees should be asked for feedback regarding reasons for over and underspend on their budgets to assist with budgeting going forward.

Cllr Gibson referred to the community bus ticket and mooring fees income being greater than expected. Contributions from parishes towards the community bus were lower than expected and it was suggested in light of planned improvements to the service; the contributions should be higher.

321 Earmarked Reserves

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to accept the Earmarked Reserves Report.**

1 ABST.

322 Strategic Working Group Minutes

It was proposed by Cllr Rowlands, seconded by Cllr Eyre, and on being put to the meeting it was **RESOLVED to obtain quotes for legal work in respect of land acquisition at North Preston.**

3 FOR/2 AGAINST

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED that the Town Council agrees to become the Charitable Trustee for the land at Faversham Pools bought by public subscription. To obtain legal work quotes for looking into whether taking over the existing charity or setting up a new charity is the most suitable for the Council, with the aim of completing this process before the new leisure contract begins in 2027.**

323 Committees Report

The Committees Report was received and noted.

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to reject the recommendation that the Active Travel Committee be dissolved.**

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED that committee membership arrangements be reviewed to ensure, where practicable, representation from all wards while maintaining political proportionality.**

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to reject the recommendation that the composition of the Policy and Resources Committee be amended to include committee Chairs (and Vice-Chairs) in order to strengthen strategic oversight and improve coordination across committees.**

It was proposed by Cllr T Martin, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to reject the recommendation that the**

current co-option policy be revised, replacing the standing provision allowing up to three co-opted members per committee with an invite-only model for external participation where specialist expertise is required.

324 Meetings Calendar

It was proposed by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was ***RESOLVED to change the Heritage, Buildings and Creek Committee to the fourth Monday of the month.***

It was agreed to check Officer availability prior to changing the Active Travel Committee to the first Wednesday of the month.

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was ***RESOLVED to accept the 2026-2027 Meetings Calendar subject to the amendments discussed.***

325 Policy Review

The list of policies indicating their review dates was noted.

326 Magna Carta Insurance

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was ***RESOLVED to delegate the Magna Carta Insurance renewal to the Town Clerk.***

327 Matters for Report

- Policy Reviews
- Strategic Working Group

The meeting closed at 9:10pm

[Active Travel Committee Meeting 07.05.26](#)

9 - Active Travel Committee

Last modified: 12/05/2026

MINUTES OF Active Travel Committee Meeting

07 May 2026, 7:30pm

The Guildhall

Present

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

In attendance:

Rob Gibbs (Office Manager)

Public Questions

None.

268 Apologies for Absence and Substitutions

Cllr Saunders took the Chair. Apologies were received from Cllr Gibson, Cllr Coniam, Cllr Cook, Cllr Perkin, Michelle Anderson, Tim Stonor, and Adrian Oliver.

269 Declarations of Interest

None.

270 Previous Minutes and Matters Arising

It was proposed by Cllr T Martin, seconded by Cllr Saunders, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Active Travel Committee meeting dated 2nd April 2026.**

It was confirmed these had been approved by the Full Town Council on 13th April 2026 and the amendments agreed at that meeting had been made.

271 Faversham Hopper Community Bus Service

The report on the proposed donation by KCC of a 2015 Fiat Ducato minibus was received.

It was proposed by Cllr B Martin, seconded by Cllr T Martin, and on being put to the meeting it was **RECOMMENDED that the Town Council accepts the donation of the minibus with a view to retaining the vehicle as a spare for the bus services, and developing a minibus hire provision for local community groups.**

The following conditions were agreed as part of the recommendation. That the amount available from the Active Travel EMR for commissioning the vehicle for service to be capped at £7000. Any receipts from selling the vehicle in the future to be allocated to the Active Travel EMR.

272 Project Updates

a) Highway Improvement Plan

Cllr Saunders reported that KCC had agreed that we could add the LCWIP as an appendix to our Highway Improvement Plan once it was revised.

b) 20mph Compliance

Cllr Saunders reported that KCC had agreed to review the list of new 20mph roundels we had submitted to them, to see whether they met their criteria. A new roundel had gone into Saxon Road recently funded by directly by KCC.

Online meetings with residents in the Athelstan Road and Cambridge Road areas are being planned, with introductions and invites being co-ordinated by Adrian Berendt.

273 North South Walking Route

A report on progress on the North South Walking Route was received. It was proposed by Cllr T Martin, seconded by Cllr B Martin and on being put to the meeting it was ***RESOLVED to write to the KCC Active Travel team giving the following feedback:***

- ***There is strong community support for a crossing of North Lane, particularly a zebra and that it is a priority for the Town Council even if the complete scheme for the area proposed by WSP cannot be funded.***
- ***There is also strong community support for surface level crossings of the A2 near the Abbey School and near Brogdale Road. The committee continues to see these as a priority and would be keen to have input into any final decision on locations.***
- ***While the committee supports the plans for interventions at the Bramblehill/Church Roads and Briton/Forbes Road junctions they will need to be responsively designed to ensure that they retain public support.***
- ***Interventions on the A2 near Brogdale Rd, Mall/Forbes Road, West St by Stonebridge Pond and Stone Street by Dorset Place will have public support if there is funding available to develop and implement them as part of the project.***

274 Faversham LCWIP

It was proposed by Cllr T Martin, seconded by Cllr B Martin, and on being put to the meeting it was **RESOLVED to add the following interventions to the Faversham LCWIP:**

- ***Improvements to the island at the A2 junction with Salters Lane.***
- ***Improvements for crossing at the Preston Lane/Preston Fields area.***
- ***Lighting improvements Whitstable Road Pedestrian Bridge.***

275 Active Travel Month

Rob Gibbs provided an update on Active Travel Month, noting that leaflets had been produced and promoted at the Town Hall and on social media. A team of volunteers had come forward to lead bat walks, completing classroom and currently undergoing practical training. It was hoped some bat walks would be able to be organised once training had been concluded.

276 Matters for Report

- Annual Budget, in particular allocation of Mobility and Safety budget
- Faversham Bus Users Forum
- Abbey School/Perry Court Footpath Upgrade

The meeting closed at 8:30pm

[COMMITTEE REPRESENTATION 2026 27](#)

11 - Appointment to Committees

Last modified: 12/05/2026

COMMITTEE REPRESENTATION

2026-2027

Active Travel	Cllr Gibson, Cllr Rowlands, Cllr T Martin, Cllr Cook, Cllr B Martin, Cllr Saunders
Community Committee	Cllr Perkin, Cllr Coniam, Cllr C Martin, Cllr Eyre, Cllr T. Martin, Cllr Crayford, Cllr Golding
Environment Committee	Cllr Perkin, Cllr Coniam, Cllr B Martin, Cllr Cook, Cllr Rolands, Cllr Golding, Cllr Crayford
Heritage, Buildings and Creek Committee	Cllr Gibson, Cllr Rowlands, Cllr B. Martin, Cllr Eyre, Cllr C. Martin, Cllr Saunders, Cllr Crayford
Planning Committee	Cllr Rowlands, Cllr Perkin, Cllr Eyre, Cllr Cook, Cllr B. Martin, Cllr T. Martin, Cllr Crayford, Cllr Saunders
Policy and Resources Committee	Cllr Gibson, Cllr Rowlands, Cllr C Martin, Cllr T Martin, Cllr Eyre, Cllr Crayford, Cllr Saunders
Staffing Committee	Cllr Rowlands, Cllr C. Martin, Cllr B. Martin, Cllr Eyre, Cllr Crayford
Complaints Committee	Cllr Gibson, Cllr Saunders, Cllr Perkin, Cllr Coniam, Cllr Rowlands

[OUTSIDE BODIES REPRESENTATION 2026 27](#)

13 - Appointment of Representatives to Outside Bodies

Last modified: 12/05/2026

FAVERSHAM TOWN COUNCIL OUTSIDE BODY REPRESENTATIVES

2026-2027

Outside Body	2025/2026 Representative	2026/2027 Representative
Citizens Advice Bureau	Cllr Newman	
Faversham In Bloom	Cllr Coniam	
Faversham Swimming Pool	Cllr Cook	
Swale Emergency Contacts	The Mayor and Deputy Mayor	
West Faversham Community Centre	Cllr Crayford	
Plastic Free Faversham	Cllr Golding	
Faversham Assistance Centre (FACE)	Cllr Gibson	
Faversham Umbrella	Cllr Rowlands	
Swale Dementia Action Alliance	Cllr Perkin	
Swale Eastern Area Committee	Cllr Rowlands	
KALC Swale Area Committee	Cllr Saunders / Cllr Rowlands	