

## Minutes of the Annual Meeting of Faversham Town Council

Monday 18<sup>th</sup> May 2026, 7pm

The Guildhall

### Present

Cllr C Martin (Chair)	Present	Cllr Golding	Apology
Cllr Rowlands	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:

Sarah Muteham (Town Clerk)

Adrienne Begent (Deputy Town Clerk)

PC Kirsten Jones (Minute Item 593 only)

### Public Questions

Chris Oswald-Jones and Maria Newman welcomed the new Mayor and the new Town Clerk.

### 589 Apologies

It was proposed by Cllr C Martin, seconded by Cllr B Martin, and on being put to the meeting it was **RESOLVED to accept the apologies with reasons from Cllr Golding and Cllr Jones.**

**Decision:** Apologies with reasons were accepted from Cllr Golding and Cllr Jones.

### 590 Declaration of Interests

None.

### 591 Town Council Minutes

It was proposed by Cllr Rowlands, seconded by Cllr Perkin, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Faversham Town Council meeting dated 13<sup>th</sup> April 2026.**

**Decision:** The minutes of the Faversham Town Council meeting held on 13<sup>th</sup> April 2026 were approved.

### 592 Mayor's Announcements

Cllr C Martin provided update including attendance at the Swale BC Mayor Making meeting and the Faversham Festival of Transport.

### 593 Report from Community Police Officers

PC Kirsten Jones provided an update report on behalf of the Community Police Officers.

PC Jones left the meeting following her report.

### 594 Environment Committee

It was proposed by Cllr C Martin, seconded by Cllr Cook, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Environment Committee meeting dated 15<sup>th</sup> April 2026.**

**Decision:** The minutes of the Environment Committee dated 15<sup>th</sup> April 2026 were approved.

### 595 Community Committee

It was proposed by Cllr Coniam, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Community Committee meeting dated 20<sup>th</sup> April 2026 subject to an amendment under Minute Item 260 where a recorded and named vote had been requested.**

**Voting was as follows:**

**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.**

Cllr Coniam	Abstained	Cllr Crayford	For
Cllr Rowlands	Against	Cllr Golding	For
Cllr Perkin	Against	Cllr Newman	For

**Decision:** The minutes of the Community Committee dated 20<sup>th</sup> April 2026 were approved subject to an amendment under Minute Item 260 as above.

### 596 Policy and Resources Committee

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to accept the Minutes of the Policy and Resources Committee dated 27<sup>th</sup> April 2026 subject to an amendment under Minute Item 325 where Cllr Crayford left the room during the discussion and returned for Minute Item 326.**

Cllr Crayford queried the wording under Minute Item 322 regarding the motion on Faversham Pools. It was agreed the recording would be checked.

**Decision:** The minutes of the Policy and Resources Committee dated 27<sup>th</sup> April 2026 were approved subject to the amendment above.

### 597 Active Travel Committee

It was proposed by Cllr Gibson, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to amend the recommendation under Minute Item 271: 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 capped at £7000 anything over that amount to be allocated to General Reserves.**

The recommendation was voted for and accepted.

It was proposed by Cllr Saunders, 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 7<sup>th</sup> May 2026.**

**Decision:** The recommendation to accept the donation of a minibus was accepted with commissioning costs capped at £7000. Any receipts from selling the vehicle to be allocated to the Active Travel EMR capped at £7000 with any additional funds being allocated to General Reserves.

**Decision:** The minutes of the Active Travel Committee dated 7<sup>th</sup> May 2026 were approved.

### 598 Guildhall

The Deputy Town Clerk reported that works had been postponed until 7<sup>th</sup> September 2026.

A general discussion was held about the project and lessons to be learned, and it was felt this should be discussed by the Heritage, Buildings and Creek Committee. Cllr Cook advised the process of consultation with local businesses and emergency services now needed to be tightly managed to ensure there were no further delays. Cllr Perkin advised she could attend the Heritage, Buildings and Creek Committee to discuss the lessons learned from the Swale Waste Scrutiny Review.

### 599 Appointment to Committees

Active Travel Committee: Cllr Gibson, Cllr Rowlands, Cllr T Martin, Cllr Cook, Cllr B Martin, Cllr Saunders, Cllr Perkin

It was proposed by Cllr Rowlands, seconded by Cllr Gibson, and on being put to the meeting it was **RESOLVED to nominate Cllr B Martin as Chair of the Active Travel Committee. Cllr B Martin was duly elected Chair.**

Community Committee: Cllr Perkin, Cllr Coniam, Cllr C Martin, Cllr Eyre, Cllr T Martin, Cllr Crayford, Cllr Golding

It was proposed by Cllr Rowlands, seconded by Cllr Coniam, and on being put to the meeting it was **RESOLVED to nominate Cllr Eyre as Chair of the Community Committee. Cllr Eyre was duly elected Chair.**

Environment Committee: Cllr Perkin, Cllr Coniam, Cllr B Martin, Cllr Cook, Cllr Rowlands, Cllr Golding, Cllr Crayford

It was nominated by Cllr Perkin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to nominate Cllr Coniam as Chair of the Environment Committee. Cllr Coniam was duly elected Chair.**

Heritage, Buildings and Creek Committee: Cllr Gibson, Cllr T Martin, Cllr Rowlands, Cllr C Martin, Cllr Coniam, Cllr Saunders, Cllr Crayford

It was nominated by Cllr Gibson, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to nominate Cllr Rowlands as Chair of the Heritage, Buildings and Creek Committee. Cllr Rowlands was duly elected Chair.**

Planning Committee: Cllr Rowlands, Cllr Cook, Cllr Crayford, Cllr Perkin, Cllr B Martin, Cllr Saunders, Cllr Eyre, Cllr T Martin

It was nominated by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to nominate Cllr B Martin as Chair of the Planning Committee. Cllr B Martin was duly elected Chair.**

Policy and Resources Committee: Cllr Gibson, Cllr Eyre, Cllr Saunders, Cllr Rowlands, Cllr B Martin, Cllr C Martin, Cllr Crayford

Cllr C Martin will be the Chair.

Staffing Committee: Cllr Rowlands, Cllr Eyre, Cllr C Martin, Cllr Crayford, Cllr B Martin

Cllr C Martin will be the Chair.

Complaints Committee: Cllr Gibson, Cllr T Martin, Cllr Perkin, Cllr Saunders, Cllr Coniam

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to nominate Cllr Gibson as Chair of the Complaints Committee. Cllr Gibson was duly elected Chair.**

## **600 Terms of Reference of Committees and Working Groups**

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED that the Council confirms the review of the Terms of Reference for Committees and Working Groups be delegated to Standing Committees.**

**Decision:** Review of the Terms of Reference for Committees and Working Groups is delegated to Standing Committees.

### **601 Appointment of Representatives to Outside Bodies**

Citizens Advice North East Kent (Faversham): It was agreed to defer the decision on appointing a representative to Citizens Advice North East Kent until clarification on whether they required representation had been sought by the Town Clerk.

Faversham In Bloom: Cllr Coniam

Faversham Pools: Cllr Rowlands

Swale Emergency Contacts: Cllr C Martin, Cllr B Martin

West Faversham Community Centre: Cllr Crayford

Plastic Free Faversham – it was agreed to defer the decision pending clarification on whether Cllr Golding was still willing to be a representative.

Faversham Assistance Centre (FACE): Cllr Gibson

Faversham Umbrella: Cllr Rowlands

Swale Dementia Action Alliance: Cllr Perkin

Swale BC Eastern Councillor and Residents Forum: Cllr Rowlands

KALC Swale Area Committee: Cllr Golding, Cllr Rowlands

### **602 Bank Signatories**

Lloyds Bank: Cllr T Martin, Cllr Saunders, Cllr Rowlands, Cllr Cook, Cllr Newman

It was proposed by Cllr C Martin, seconded By Cllr Rowlands, and on being put to the meeting it was **RESOLVED to add Cllr C Martin and Cllr B Martin as signatories on the Lloyds account.**

It was proposed by Cllr B Martin, seconded by Cllr Crayford, and on being put to the meeting it was **RESOLVED that the current Town Clerk, Sarah Muteham, replace the previous Town Clerk, Louise Bareham, as a signatory on all accounts.**

It was proposed by Cllr C Martin, seconded by Cllr B Martin, and on being put to the meeting it was **RESOLVED that all other signatories on all other accounts would remain the same.**

At 8:33pm a recess was taken until 8:41pm.

### 603 Standing Orders

It was proposed by Cllr Rowlands, seconded by Cllr Crayford, and on being put to the meeting it was **RESOLVED that the review of Standing Orders be delegated to the Policy and Resources Committee.**

### 604 Financial Regulations

It was proposed by Cllr Rowlands, seconded by Cllr Crayford, and on being put to the meeting it was **RESOLVED that the review of Financial Regulations be delegated to the Policy and Resources Committee.**

### 605 Insurance

It was proposed by Cllr Rowlands, seconded by Cllr Crayford, and on being put to the meeting it was **RESOLVED that the Council confirms that arrangements for insurance cover in respect of all insurable risks is in place for the Civic Year 2026-2027.**

### 606 Supporting Repair and Reuse in Faversham

The following motion was 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*

An amended motion was proposed by Cllr Rowlands, and seconded by Cllr T Martin, and on being put to the meeting it was ***RESOLVED to accept Cllr Perkin's motion and add that the Environment Committee look at options on how to implement this across Faversham.***

### **607 Receipts and Payments**

It was proposed by Cllr Rowlands, seconded by Cllr Newman, and on being put to the meeting it was ***RESOLVED to accept the receipts and payments for May 2026.***

### **608 Town of Culture**

Cllr Crayford discussed issues around communication with Councillors on the Town of Culture bid initiated by Creek Creative but submitted with Town Council support, and the Guildhall project. Cllr Crayford emphasised the importance of learning lessons from the Guildhall project and consider guidance on communication for future similar major initiatives.

***The meeting closed at 9:00pm***

