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All members of the Faversham Town Council Environment Committee

You are hereby summoned to attend a meeting of Faversham Town Council Environment Committee to be held on **Wednesday 8th July 2026 at 7.30pm** in The Guildhall, for the purpose of considering and resolving the business to be transacted as set out in this agenda. This meeting will be hybrid and members of the public may attend remotely.

Sarah Muteham PSLCC, Town Clerk

S. Muteham

3rd July 2026

A maximum of 15 minutes will be allowed to receive public questions and comments on items on the agenda.

AGENDA

1. Apologies for Absence and Substitutions

To receive and approve apologies for absence and any substitutions.

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. Minutes of the previous meeting

To note the draft minutes of Environment Committee meeting held on the 10th June 2026 and any matters arising ([Appendix A](#)).

4. Pesticide-Free Town

To receive an update on the action plan, to review the standardised allotment tenancy agreements and agree any further action.

5. Facility Manager's Update

To receive the Facility Manager's report ([Appendix B](#)).

6. Oare Gunpowder Works

To receive an update on the Oare Gunpowder Works project and agree any further action.

7. Section 106

To consider approving suggestions for future S106 requirements, to be submitted to the Town Council's Planning Committee ([Appendix C](#)).

8. Annual Action Plan

To review previous Action Plan and agree updates for current year ([Appendix D](#)).

9. Plastic Free Faversham

To consider approving removal of cardboard recycling bins from Visitor Information Centre ([Appendix E](#)).

10. Events

To note the update on events ([Appendix F](#)).

11. Items for report

To receive reports and note future agenda items.

Appendix A

Minutes of the Environment Committee Meeting

Wednesday 10th June 2026 at 7:30pm
The Guildhall

Cllr Coniam (Chair)	Present	Cllr Rowlands	Present
Cllr Perkin	Present	Cllr Saunders	Present
Cllr Cook	Absent		
Cllr B Martin	Apology	Martin Collins	Present
Cllr Golding	Apology	Matthew Hatchwell	Apology
Cllr Crayford	Apology		

In attendance:

Sarah Muteham (Town Clerk)

Stacey Woolf (Facilities Manager)

Public Questions:

Lesley Seager queried whether the Committee could recommend any weedkillers that would be accepted under its no-pesticides policy on allotments.

The Facilities Manager advised of issues with some plotholders who continued to use pesticides despite being advised not to.

Cllr Coniam advised it was her view if plotholders had signed a Tenancy Agreement stating no use of herbicides and pesticides and then did so, they should be removed from their plot. Cllr Perkin felt the Tenancy Agreements needed tightening to reflect the Town Council's no pesticides policy.

Maria Newman summarised the position at St Nicholas Allotments. The Management Agreement between the Town Council and the Committee was silent on the issue of chemicals and pesticides. However, the Tenancy Agreements for St Nicholas did state not to use chemicals, slug pellets, chemical weedkillers. Each site would have a different Tenancy Agreement. St Nicholas had wanted to change their Tenancy Agreements about an unrelated issue and been advised by the National Allotment Society that in order to change the Agreements, one year's notice was required to be given to the tenants.

249. Election of Vice-Chair

It was proposed by Cllr Rowlands, seconded by Cllr Coniam, and on being put to the meeting it was **RESOLVED to elect Cllr Perkin as Vice Chair.**

250. Non-Councillor Members

The Town Clerk advised applications for co-option had been received from Matthew Hatchwell and Martin Collins.

It was proposed by Cllr Rowlands, seconded by Cllr Perkin, and on being put to the meeting it was **RESOLVED to co-opt Matthew Hatchwell and Martin Collins to the Committee for a further term.**

251. Apologies for Absence and Substitutions

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

252. Declarations of Pecuniary and Non-Pecuniary Interests

None.

253. Minutes of the Previous Meeting

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 Environment Committee Meeting dated 15th April 2026.**

254. Policies

It was proposed by Cllr Perkin, seconded by Cllr Coniam, and on being put to the meeting it was **RESOLVED to add the following points to the Environment Committee Terms of Reference:**

12. To counter misinformation on climate change and biodiversity loss.

13. To work with the community to promote and improve resilience on climate change.

255. Pesticide-Free Town

It was agreed that the Facilities Manager would seek advice from the National Allotment Society on the implications of changing Tenancy Agreements and look to develop a standardised Tenancy Agreement across all sites.

It was agreed that Cllr Coniam would write to the relevant KCC Cabinet Member to request a meeting to discuss the use of chemicals on Faversham streets.

Cllr Perkin felt it would be useful contacting Swale Borough Council to see if their own adoption on non-pesticide use had been successful. It would also be useful to update the leaflet promoting non-pesticide use. Communication with the Duchy of Cornwall on the Town Council's aims would also be useful.

It was agreed to keep this item as a standing agenda item.

Action: Facilities Manager to seek advice from NAS on amending Tenancy Agreements and develop a standardised Tenancy Agreement.

Action: Cllr Coniam to write to KCC to request a meeting to discuss chemical use.

Action: Cllr Perkin to update the leaflet on non-pesticide use.

256. Facilities Manager's Update

The Facilities Manager's Report was received and noted.

The issue of illegal fishing at Stonebridge Pond was discussed. Following no response from Swale Borough Council, it was agreed to order appropriate signage.

Cllr Perkin expressed her thanks to the Facilities Team for the co-ordination of the volunteers at the Recreation Ground.

Action: The Facilities Manager to order and install appropriate signage at Stonebridge Pond.

257. Oare Gunpowder Works

The Town Clerk provided an update and advised she would be requesting the remaining grant money that could be used for the project. She would chase the solicitors regarding the progress on contracts.

Action: Town Clerk to chase Solicitors for progress on contracts.

258. Allotments

It was proposed by Cllr Rowlands, seconded by Cllr Coniam, and on being put to the meeting it was ***RESOLVED to run the Allotment Competition and Pumpkin Growing Competition in 2026, with the Facilities Manager and the Chair to judge. The prize money would be £100 for each site (total £500) with £50 for first prize, £30 for second prize, and £20 for third prize and the awards ceremony to be held at the Guildhall (if available).***

Action: Facilities Manager and Chair to judge the Allotment Competition.

259. Section 106

It was agreed to defer this item until the next meeting.

260. Events

The report on Environmental Events was received and noted.

It was agreed to look at showing the People's Emergency Briefing film, in areas of Faversham outside of the Town Centre, including West and East of the town, and school sixth forms.

Action: To look into showing the People's Emergency Briefing film.

261. Items for Report

- Allotment Tenancy and Management Agreements
- Pesticide Free Town to become a standing agenda item
- Meeting with KCC on the use of pesticides
- Section 106 List
- Siltex

The meeting closed at 8:50pm.

Appendix B

FTC FACILITIES REPORT

Allotments

Stonebridge.

Stonebridge had a company in the allotment carrying out drainage work; Vortex was the contractor engaged to undertake the works. During their visit, they struck the right-hand pillar at the gate entrance. Work had started on the pillar at the allotment, building the pillar back up. 26/06/26

We are keeping both the Chair and the plot holder informed of developments.

Millfield.

All good on site; we have been helping with maintenance work on the summer house and clearing plots that are up for rent.

St Nicolas.

All good on site; no issues have been reported.

North Preston.

All good on site; no issues have been reported.

Perry Court.

All good on site; no issues have been reported.

Some issue with a resident about the mowing, which you are all aware of; same issue as before: they don't like the way we cut the area around Perry Court.

In Bloom

We have been having our meetings; it was good to catch up with everyone.

We listed all the areas that the volunteers work on, so we can apply for licences for these areas with KCC; still waiting for a reply. Had a meeting with SBC on areas that the in-Bloom volunteers do, so we know what areas we do and their SBC areas.

We have started the garden judging for the town gardens

Next in-Bloom meeting on the 16th of July, 2 pm at the Guildhall.

Bench Report

The Facilities Team have been working on benches around the town, tidying up the surrounding area.

Town planters

Weekly checks are continuing on the town planters.

Regarding the three-tier planters around the town, we are well into watering them; it is hard work. We need a better way of watering these planters now that there is a hosepipe ban in place; the 13 around the toilets in the central car park are a challenge.

Other

Stonebridge Pond: the Facilities Team had been down to the feeding area, fixing the fence again to the allotment; we had to shut the feeding area off as a big branch from the willow tree had cracked and fallen. We made the area safe.

The no fishing signs have gone up along the front of the pond and in the feeding area. The no fishing signs are now nowhere to be seen, and we have ordered more, with CCTV signs to hopefully deter unsociable behaviour at the feeding area, hopefully stopping them from removing the signs.

I have prepared a new tenancy agreement for all the allotment sites and sent a copy to the Town Clerk for review; the management agreements for Stonebridge and Millfield need to be renewed as they are out of date. When the committee is happy with the new tenancy agreement,

I will need to give 12 months' notice to all allotments.

The new tenancy agreement we will need to give 12 months' notice must be issued outside of the growing season (which runs 6th April-29th September) for any significant changes to the tenancy agreement for tenants on statutory sites or where the agreement applies allotment legislation. This is from the NAS.

Stacey Woolf
Facilities Manager
June 2026

Appendix C

In consideration of S106 wishlist

NPPF (Paragraph 56 – 58)

Planning conditions and obligations

56. Local planning authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations. Planning obligations should only be used where it is not possible to address unacceptable impacts through a planning condition.
57. Planning conditions should be kept to a minimum and only imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other respects. Agreeing conditions early is beneficial to all parties involved in the process and can speed up decision-making. Conditions that are required to be discharged before development commences should be avoided, unless there is a clear justification.
58. Planning obligations must only be sought where they meet all of the following tests
 - a. necessary to make the development acceptable in planning terms;
 - b. directly related to the development; and
 - c. fairly and reasonably related in scale and kind to the development.

Appendix D

Ref	Description	Key Actions	Timescale	Budget	Resources	Lead Officer
ENVIRONMENT 2025-26						
3.1	Perry Court	Plans for additional fencing, extension to the allotment site, bulbs	Ongoing	£10,000		SW
3.2	Faversham Rec	Plants for Friends of Faversham Rec	Mar 2026	£500	JH and volunteers	SW
3.3	Faversham in Bloom	Funding for insurance and membership	Sept 2025	£500	FiB volunteers	SW
3.4	Other planters	Order to Plantscape for floral planters. Planters around Central Car Park public conveniences, other planters to be agreed	Sept 2025	£9,000		SW
3.5	Climate and environmental sustainability actions	Investigate actions for working	Ongoing	£1,000	Climate Emergency Action Plan	LB
3.6	Benches	To locate and provide benches around the town	Ongoing	£4,500	Bench audit	SW
3.7	Recycling boxes for plastic waste	To provide recycling facilities for items where there is no street collection	Mar 2026	£1,500		LB
3.8	Other environmental projects	To determine appropriate environmental projects throughout the year	Mar 2026	£4,500		LB / SW
3.9	Graffiti	To carry out the works on the Graffiti Action Plan	Ongoing	£0		LB
3.10	Nature Town and Cities	To achieve Foundation Accreditation as a Nature Town working in partnership with other environmental organisations	Dec 2025	£0	Green Infrastructure Plan	LB

Appendix E

Report to Environment Committee – 8th July 2026 Plastic Free Faversham Recycling Bins

Purpose of the report

To seek approval for Faversham Town Council to remove the cardboard recycling bins located in the Visitor Information Centre (VIC).

Background

Two cardboard recycling bins are located adjacent to the entrance doors to the VIC. One for recycling used crisp/snack packaging and one for recycling used blister packs. The recycling bins require emptying on average every 3 weeks.

Rationale

The current cardboard bins are visually unappealing, particularly when full and do not present the Visitor Information Centre as a tourist destination in the best way.

Whilst it is noted that there is demand for recycling bins, there are other venues within the town which are potentially able to host the provision of the boxes, should the Town Council continue to pay for a recycling service.

The Town Council can proactively signpost residents to alternative recycling provisions in nearby Canterbury, where there are larger premises more able to effectively provide these services.

Financial Implications

Large cardboard recycling bins are currently purchased and require emptying on average every 3 weeks. Alternative sized bins are available.

Quoted costs include provision of recycling bin, disposal of bin and contents.

	Blister Pack		Crisp/Snack Packaging	
	<i>Unit</i>	<i>Annual</i>	<i>Unit</i>	<i>Annual</i>
Small	£100	£1,700	£109	£1,853
Medium	£145	£2,465	£142	£2,414
Large	£216	£3,672	£180	£3,060

Recommendation

It is recommended that the Environment Committee:

- a. Approves the removal of the crisp recycling bin from the VIC
- b. Approves the removal of the blister pack recycling bin from the VIC
- c. Approves to support ongoing provision of recycling bin(s) in alternative locations

Sarah Muteham
Town Clerk
01.07.26

Appendix F

Update on Environmental Events for the Environment Committee 8th July 2026

Bat Walks

Cllr Gibson is leading two bat walks for us, one on 10th July, and one on 24th July. Both were advertised on noticeboards and our social media sales and only one space was available on 10th July (at the time of writing) and 24th July was fully booked.

Bees' Needs Week

It is still planned to have an exhibition on bees at the Town Hall Exhibition Space between 13th and 19th July. RG is working with Simon Springate, Kent's Plan Bee Officer on this.

Sunflower Competition

This is due to run until the end of July with presentations for the winner in each category taking place in August (date tbc).

RG 01.07.26