

Minutes of the Meeting of Faversham Town Council

Monday 8th June 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	Apology
Cllr Cook	Present	Cllr T Martin	Present
Cllr Crayford	Apology	Cllr Newman	Present
Cllr Eyre	Apology	Cllr Perkin	Apology
Cllr Gibson	Apology	Cllr Saunders	Present

In attendance:

Sarah Muteham (Town Clerk)

Adriene Begent (Deputy Town Clerk)

Public Questions:

Chris Oswald-Jones requested information on what back-up facilities were available if a meeting was not recorded and raised concerns regarding parking and double yellow lines. Maria Newman questioned the Public Works Loan for the Guildhall repairs.

621. Apologies for Absence

It was proposed by Cllr C Martin, seconded by Cllr Rowlands, and on being put to the meeting it was ***RESOLVED to accept the apologies from Cllr Crayford, Cllr Eyre, Cllr Gibson, Cllr Golding, Cllr Jones, Cllr B Martin and Cllr Perkin.***

622. Declarations of Pecuniary and Non-Pecuniary Interests

None.

623. Town Council Minutes

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 Annual Town Meeting held on 18th May 2026 and Minutes of the Extraordinary Town Council Meeting held on 1st June 2026.***

624. Mayor's Announcements

Cllr C Martin reported on her recent engagements including:

- Attended Cinque Ports Standing Committee in Winchelsea with Cllr T Martin

- Installation of a Suicide Prevention Bench at Faversham Recreation Ground
- Operation Dynamo Celebration at Ramsgate
- Started the Rotary Club Bike Ride
- Attended High Court in London for Ham Marshes
- Presented Volunteer Badges at the Town Hall
- Opened the Tulip Fete
- Civic Ceremony at St Mary of Charity Church

625. Report from Community Police Officers

The report from Faversham Community Police Officers was received and noted.

626. Policy and Resources 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 Policy and Resources Committee Meeting dated 1st June 2026.***

The Town Clerk responded to Cllr Saunders' query regarding an overspend on the community bus budget line. This was established as the third-year lease payment on the bus.

627. Active Travel Committee

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 Extraordinary Active Travel Committee Meeting dated 28th May 2026.***

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 Meeting dated 3rd June 2026.***

628. Heritage, Buildings and Creek 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 Heritage, Buildings and Creek Committee Meeting dated 26th May 2026.***

1 ABST.

629. Staffing Committee

The draft minutes of the Staffing Committee Meeting held on 1st June 2026 were noted.

630. Internal Audit Report

It was proposed by Cllr C Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Internal Audit Report for the year ending 31st March 2026.**

631. Annual Governance and Accountability Return (Governance Section 1)

It was proposed by Cllr T Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to approve the Annual Governance and Accountability Return (Governance Section 1) for signature, including a “No” response to Assertion 10** [\(Appendix A\)](#)

632. Annual Governance and Accountability Return (Accounts Section 2)

It was proposed by Cllr C Martin, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to approve the Annual Governance and Accountability Return (Accounts Section 2).**

633. Period for the Exercise of Public Rights

It was proposed by Cllr C Martin, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to set the dates for the period of the exercise of public rights as Wednesday 10th June 2026 to Tuesday 21st July 2026.**

634. Summer Newsletter

It was proposed by Cllr C Martin, seconded by Cllr Rowlands, and on being put to the meeting it was **RESOLVED to accept the Summer Newsletter.**

635. Receipts and Payments

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

636. Review of Street Parking and Residential Parking Permit Arrangements in Faversham

It was proposed by Cllr Rowlands, seconded by Cllr Cook, and on being put to the meeting the following motion was considered:

Review of Street Parking and Residential Parking Permit Arrangements in Faversham This Council notes that:

Parking pressures within Faversham have increased significantly in recent years, particularly in residential areas close to the town centre, railway stations, schools and major employment locations.

Residents have raised concerns regarding the availability of on-street parking, commuter parking, enforcement, traffic congestion and the impact on local neighbourhoods.

Existing parking restrictions and permit arrangements may no longer adequately reflect current patterns of demand, population growth and changing travel behaviours.

Effective parking management is essential to support residents, businesses, visitors and sustainable transport objectives.

This Council believes that:

A comprehensive and evidence-based review of parking arrangements across Faversham is required.

Local residents, businesses, community groups and ward councillors should have the opportunity to contribute to any review process.

Residential parking permit schemes should be assessed to determine whether existing arrangements remain appropriate and whether new or amended permit zones are required.

Any review should seek to balance the needs of residents, businesses, visitors, public transport users and those with disabilities.

This Council therefore resolves to:

Formally request that Swale Borough Council undertake a full review of street parking across Faversham.

Request that the review specifically includes:

Existing residential parking permit schemes and eligibility criteria;

The potential need for additional permit parking zones;

The impact of commuter parking on residential streets;

Parking demand around the town centre, railway stations, schools and key community facilities;

Enforcement arrangements and their effectiveness;

Accessibility and disabled parking provision;

Opportunities to improve parking management while supporting local businesses and sustainable transport objectives.

Request that Swale Borough Council carries out meaningful public consultation with residents, businesses and stakeholders throughout the review process.

Ask the Town Clerk to write to Swale Borough Council conveying this resolution and requesting a timetable for the review and opportunities for Faversham Town Council to participate in its development.

Cllr Saunders proposed the following amendments, seconded by Cllr Newman. Cllr Rowlands accepted Cllr Saunders' amendments under sections 1,2,4 and 5.

1. In paragraph one sentence two, add "and pavement parking blocking pedestrians" after traffic congestion.
2. In paragraph one, add new sentence

"There are constraints on the level of street parking that can be made available and that it is also desirable to control street parking in certain areas in order to create a better visual environment, increase safety, help other road users particularly pedestrians) and support street trading".

3. In paragraph three, amend the first sentence to read

"To request an initial meeting with Swale Borough Council officers to discuss the scope and logistics of a potential parking review, with a view to making a formal request for a full review of street parking across Faversham"

4. In paragraph three, add new point

"More effective controls on parking in key locations where it has a negative impact on the visual environment and other road users"

5. In paragraph three, amend sentence three to read

"Existing residential parking permit schemes, eligibility criteria and costs"

The amended motion incorporating Cllr Saunders' points 1,2,4,5 was voted on.

2 FOR / 4 AGAINST / 1 ABSTAINED

Cllr T Martin proposed an amendment to paragraph three to include "to request an initial meeting with Swale Borough Council to discuss the scope and logistics of a parking review", Cllr Cook seconded the motion. Cllr Rowlands accepted the amendment.

The amended motion incorporating Cllr T. Martin's proposal was voted on.

5 FOR/1 AGAINST/1 ABSTAINED

637. Public Works Loan

It was proposed by Cllr Rowlands, seconded by Cllr T Martin, and on being put to the meeting it was **RESOLVED to seek approval from the Secretary of State for the Ministry of Housing, Communities and Local Government to apply for a Public Works Loan Board loan of £250,000 over the borrowing term of 15 years for refurbishment works to the Guildhall, Faversham. The annual loan repayments will not be more than £25,000 pa. The precept for 2026-2027 has increased by 29% from £755,000 to £973,600, but not due to the purpose of this loan.**

4 FOR/1 AGAINST/2 ABSTAINED

638. Private Session

It was proposed by Cllr C Martin, seconded by Cllr Rowlands, 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.**

639. Guildhall Works

Members were provided with an update on the proposed works.

640. Ham Marshes

It was noted that the hearing had taken place on 3rd June 2026 and it was **RESOLVED to nominate a representative to address the outcome.**

The meeting closed at 9.07pm.

Appendix A

Assertion 10 – Explanation of “No” Response

Arrangements for Effective IT and Data Management

Faversham Town Council is unable to confirm compliance with Assertion 10 for the year ended 31 March 2026.

While the Council has made practical use of IT systems and has handled data in accordance with established working practices, it has not, during the year, fully adopted all arrangements required to demonstrate effective IT and data management. Specifically, the Council did not operate a website that was fully WCAG 2.2 compliant during the year.

Action Planned to Address the Weakness

Ensure all website administrators receive appropriate training to facilitate compliant publication of documents to the website, with an understanding of the WCAG 2.2 principles and guidelines.