

## KEMSING PARISH COUNCIL

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### **Minutes of a meeting of the Parish Council held in the Small Hall, St. Edith Hall, Kemsing, on Wednesday, 21<sup>st</sup> September 2016 at 7.30 p.m.**

PRESENT : Mrs. M. Cole (in the Chair)  
Mr. A. Andrews, Mr. D. Bennett, Mr. P. Burfield, Mr. B. Buttifant, Mr. G. Croughton,  
Mr. P. Eaton, Mr. R. Lang, Mrs. M. Roberts, Dr. P. Walker, Mrs. R. Wedderburn-Day

IN ATTENDANCE: 4 Member of the Public  
Mrs. Y. Tredoux (Clerk)

#### 1. **APOLOGIES FOR ABSENCE**

An apology for absence was received from Mr. R. Dawes.

#### 2. **DECLARATIONS OF INTERESTS**

The following declarations were made:-

- Mrs. Cole, Mrs. Walker, Mr. Eaton and Dr. Walker declared having non-pecuniary interests in Item 7 by virtue of being Trustees of the St. Edith Hall Management Committee.
- Mr. Bennett, Mrs. Roberts and Dr. Walker declared having non-pecuniary interests in Item 6(a) as being members on the St. Mary's Church's electoral roll.
- Mrs. Roberts declared having a non-pecuniary interest in Item 12(a) as being a Member of the Otford Medical Practice Patient Participation Group.

#### 3. **QUESTIONS FROM THE PUBLIC & PRESS**

Questions from the public were taken elsewhere during the meeting.

#### 4. **DISTRICT COUNCILLORS REPORTS**

There were no reports from the District Councillors.

#### 5. **MINUTES**

Mrs. Cole proposed:

*"That the Parish Council approves the minutes of the meeting held on 20<sup>th</sup> July 2016, Ref KPC/07/2016."*

*CARRIED* unanimously

#### 6. **MATTERS ARISING FROM THE PREVIOUS MINUTES**

*\* It was RESOLVED to delay the following item until after Item 15 (c)*

*Under the Public Bodies (Admission to meetings) Act 1960, the public and representatives of the press will 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 confidential nature of the business to be transacted.*

- (a) Village car park (Minute 6 (a) KPC/07/2016)  
Please see details after Item 15 (c).

*The meeting will be reconvened and opened to the Public and Press.*

- (b) Parish Councillor Vacancy (Minute 6 (b) KPC/07/2016)  
The formal vacancy notice had been placed on the Parish Council's notice boards on Tuesday, 30<sup>th</sup> August 2016. Sevenoaks District Council advised on Tuesday 20<sup>th</sup> September 2016 that there had not been a request for an election and therefor the Parish Council may now co-opt to fill the vacancy.
- *The Clerk will make arrangements to advertise the vacancy.*

Members also noted Sevenoaks District Council's advice regarding the procedure to reduce the number of Parish Councillors. Mrs. Cole proposed:

*"To postpone the Parish Council's debate to reduce the number of Parish Councillors for consideration at a future meeting."*

CARRIED unanimously

(c) Park Lane Nature Reserve Area & Fairfield Close Area (Minute 6 (c) KPC/07/2016)

The two birch trees had been removed at a cost of £350.

A reply from the Housing Association was awaited.

➤ *The Clerk would enquire as to when a reply could be expected.*

(d) Alleged damage to Church Lane track (Minute 6 (d) KPC/07/2016)

Correspondence dated 29<sup>th</sup> July and photographs received from the residential property management were considered. The Parish Council concluded that the undated photographs did not provide evidence to support the allegation that its contractor had been solely responsible for any damage.

The track is subject to vehicle movements from 9 properties including delivery vans and the refuse lorry and would naturally deteriorate over time from regular usage.

It was noted that, during construction of the new development at the Youth Hostel site, the Parish Council had drawn attention to Sevenoaks District Council that the developer was proposing inadequate improvements to the track to take account of increased traffic. There was another concern that the surface chippings from the track were being carried onto Church Lane, damaging the tarmac surface.

➤ *The Clerk was asked to find the details of the planning application.*

Mr. Bennett proposed:

*"That the Parish Council informs its Insurance Company of the allegation."  
There being no seconder, the motion FELL.*

Mrs. Cole proposed that the Parish Council responds as follows:-

*"The Parish Council concluded that the photographs did not provide evidence to support the allegation. The Parish Council refers to the original planning application when the development was constructed, in particular the condition relating to the improvements to be made to the Church Lane track leading up to the new development, which in the Parish Council's view, had not been constructed in accordance with the local planning authority's approval."*

CARRIED 10 in favour, 1 against (Mr. Bennett)

(e) Victim Support (Minute 9 (a) KPC/07/2016)

It was noted that the 24 Kensing residents had received support during the 2015 calendar year.

7. **ST. EDITH HALL – FOOTPATH REPAIRS**

The St. Edith Hall Management Committee (SEHMC) contracted with a local contractor to repair broken sections of the York stone paving adjacent to the High Street. It was subsequently established that the Parish Council August 1977 minute recorded that it agreed to maintain the footway and other external structures such as the St. Edith statue, hopscotch square and wall. It was further confirmed in a letter to the Committee of the 30th July 1987. The SEHMC dated 14<sup>th</sup> September 2016 asking the Parish Council to consider financing this work was considered.

Mrs. Cole proposed:

*"That the Parish Council provides financial support for the paving repairs to the value of £1,960 (Excluding VAT), payable from the Parish Council's General Contingency Fund."*

CARRIED unanimously

**8. VILLAGE PARKING**

Comments dated 16<sup>th</sup> August from a resident highlighting unsafe and anti-social parking in the village, particularly in Castle Drive, were noted. Sharing this view Members recognised that this is regular occurrence thought the whole village. Although double yellow lines might provide a solution, it would undoubtedly affect areas where there were no restrictions. The enforcement of yellow lines was also questioned. Mr. Burfield said that Otford Parish Council paid Sevenoaks District Council's Parking Officer to regularly issue penalties for unlawful parking in the village.

- *The Clerk was instructed to contact Otford Parish Council to make further enquiries.*
- *The Clerk was instructed to include a request in the next edition of The Well magazine, urging residents to park more considerately and to make use of the village car park.*

**9. PILGRIMS WAY EAST – SAFETY ISSUES**

The Parish Council received copies of email correspondence sent to The Rt. Hon Michael Fallon MP and County Councillor Mr. Chard, urging for the implementation of safety improvements to reduce speeding along this road. Copies of the correspondence were also sent to Otford Parish Council. An email from a resident campaigning for 20mph speed limits throughout the village was also noted. Copies of a third request calling for the Parish Council's support to implement traffic calming measures were tabled at the meeting.

*7.55 p.m. The meeting was adjourned to allow for public participation.*

Residents were invited to convey their concerns, all of which were noted.

Mrs. Cole drew attention to County Councillor Mr. Chard's statement at the Annual Parish Meeting held in March 2016 which confirmed that, as a result of the meeting held with Otford and Kemsing Parish Councils in November 2015 (following the fatal accident in Pilgrims Way), work to draw up a suitable safety scheme to address the speeding issues in Pilgrims Way, was underway.

The Council noted Kent Highway Services' reply dated 18<sup>th</sup> August 2016 confirming that a highway improvement scheme had been agreed with the local community (Kemsing Parish Council was not aware of this) and that it would be implemented in October 2016. The scheme comprised the installation of "pedestrians in the road" warning signs at the Western end by Tudor Drive, road marking in the form of these warning signs, additional repeater signs where possible, and 30mph speed limit roundel road markings. It was disappointing that the Parish Council's request in November 2015 to install a Speed Indicator Device (SID) had not been included in the scheme.

Overall the Parish Council was pleased that the safety issues were being addressed, although they were thought to be marginal improvements.

Mrs. Cole proposed:

*"That the Parish Council urges Mr. Chard to include the installation of a SID along Pilgrims Way The RT. Hon Michael Fallon MP to be copied in with the correspondence".*

**CARRIED** unanimously

A resident asked the Parish Council to consider supporting a 20mph speed limit but it was thought that 20mph speed limit would not apply to Pilgrims Way, which is a main road into the village.

**10. DEFIBRILLATOR**

The Sevenoaks First Responders Team suggested the Parish Council keeps a spare set of electrode pads, which have an expiry date and can only be used once. After a brief discussion Members agreed that it was unnecessary to purchase a second pair of electrode pads. It was suggested that the Parish Council explores the possibility to set up an agreement with neighbouring villages Seal and Otford to keep one spare set of electrode pads to be used by any of the three Parishes when needed. The Clerk pointed out that not all the defibrillators in the area are from the same manufacturer and therefore the electrode pads may not be universal. There is approximately a 10 day delivery period for such items.

Dr. Walker proposed, seconded by Mrs. Cole:

*“That the Parish Council rejects the request for a spare set electrode pads to be purchased;*

*That the Clerk contacts Otford and Seal Parish Councils to investigate the possibility of adopting an agreement for a spare set of electrode pads to be kept at a central location.”*

CARRIED 8 in favour, 1 against, 2 abstentions

#### 11. **CLOSURE OF KEMSING POST OFFICE**

A letter dated 5<sup>th</sup> September 2016 from Royal Mail confirming Kemsing Post Office’s closure on 18<sup>th</sup> October 2016 was noted but a subsequent letter received indicated that the closing date had been brought forward to the 27<sup>th</sup> September 2016.

The post box in front of the post office was currently located on privately owned land and as a result of the closure, Royal Mail requested the land owner’s permission to reposition the post box adjacent to the red telephone kiosk. Mr. Bennett, Mr. Burfield and the Clerk investigated the ownership of the land and concluded (from consulting the historic documents held by the Parish Council), that the Parish Council owns the land. At a site visit attended by Mr. Bennett, Mr. Burfield and the Clerk, the Postmaster advised that the new tenants had no objection for the post box to remain in situ; therefore it was not necessary for the post box to be moved.

Mr. Burfield explained that the land (The Well area) had never been formally registered with the Land Registry and suggested the Parish Council do so now. Mr. Burfield had noticed that the Brewery may have included a small section of the Parish Council’s land when the pub property was registered and this should be corrected.

Mr. Bennett rejected a suggestion for the matter to be progressed by the Downland Management Committee.

- *RESOLVED: The Clerk was asked to find out the costs to formally register the land with the Land Registry.*

#### 12. **DONATIONS & SUBSCRIPTIONS**

##### (a) Otford Medical Practice – request for financial support and suggestions for future fund raising events

A letter dated 3<sup>rd</sup> September 2016 from the Chairman of the Otford Medical Practice Patient Participation (PPG) Group. The PPG run various activities to support all patients, which include Kemsing residents. The activities includes organising Awareness days on general health, cancer, heart disease, children’s illnesses and illnesses related to senior patients. A diabetes awareness day is planned for Saturday, 20<sup>th</sup> October 2016. There are fund raising events to purchase items to help patients such as blood pressure monitors, etc. The Parish Council considered a request to provide financial support to fund the community events, for example hire of a hall and producing advertisements for upcoming events. The Parish Council was also asked for suggestions for the next fund raising project.

Some of the opinions by Councillors during the debate were that the National Health Service should provide necessary items for patients, similar community events are held elsewhere in Sevenoaks and the amount of patients attending the community events have not been disclosed.

Dr. Walker proposed, seconded by Mr. Bennett:

*“That the Parish Council rejects the request for a financial contribution to support the PPG’s fund raising events.*

*The Parish Council does not have any suggestions for future fund raising projects.”*

CARRIED 7 in favour, 1 against, 3 abstentions

#### 13. **RESPONSIBILITIES OF COUNCILS AS LANDOWNERS**

A legal topic notice dated June 2016 produced by the National Association of Local Councils explaining the law on landowners was noted.

14. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed, seconded by Dr. Walker:

*“That the Parish Council approves the list of payments (Vouchers 67 to 106) and notes the list of receipts (Vouchers 8 to 9)”.*

*CARRIED* unanimously

15. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Andrews proposed, seconded by Mr. Croughton:-

*“That the Parish Council receives the minutes of the meetings held on 1<sup>st</sup> August 2016, Reference P/12/2016, 30<sup>th</sup> August 2016, Reference P/13/2016 and 12<sup>th</sup> September 2016, Reference P/14/2016”.*

*CARRIED* unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mr. Lang:

*“That the Parish Council receives the minutes of the meeting held on 13<sup>th</sup> July 2016, Reference RG/04/2016;*

Attention was drawn to the following recommendations:

*Item 2(c) - Village sport clubs – Membership information:*

*“The Kemsing Lawn Tennis Club’s (KLTC) unwillingness to co-operate is disappointing and the Committee agreed to refer the matter to the full Council for consideration.”*

Dr. Walker explained that the KLTC, despite being asked numerous times, did not answer the Recreation Grounds Committee’s question regarding their membership. The Parish Council has a duty to ensure that the Common Field Recreation Ground is used in accordance with the Conveyance. All the other sporting clubs have provided the information.

- *The Clerk was instructed to check the current lease to establish whether the KLTC, whilst with holding such information, is contravening the lease.*

*Item 2(i) – Tree survey*

*The Parish Council was asked to consider funding a detailed tree survey on the Recreation Grounds to be conducted in November 2016. The cost will be significant and provision for such an extensive survey has not been made in the Committee’s current year’s budget. The Committee asked the Parish Council to consider funding the cost of a survey via the Parish Council’s General Contingency Fund. A quotation has not yet been obtained.*

It was suggested the Committee obtain more than one quotation and to refer back to the Parish Council for further consideration upon receipt of the quotations.

(c) Downland Management Committee

Mr. Bennett proposed, seconded by Mr. Buttifant:

*“That the Parish Council receives the minutes of the meeting held on 7<sup>th</sup> September 2016, Reference DM/03/2016”.*

*CARRIED* unanimously

*8.55 p.m. Under the Public Bodies (Admission to meetings) Act 1960, the public and representatives of the press were excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business transacted.*

6(a) Village car park (Minute 6 (a) KPC/07/2016)

Details of the discussion are contained in a separate confidential report.

*9.11 p.m. The meeting was re-opened to the Public and Press.*

16. **CONSULTATIONS**

(a) Kent County Council – Local Transport Plan 4

KCC is currently in the process of writing a new plan to replace the existing Local Transport Plan 3 2011-2016 and the Parish Council was invited to comment on the draft. The consultation closes on 30<sup>th</sup> October 2016.

Mr. Croughton expressed an interest to read the draft plan.

17. **INFORMATION REPORTS**

(a) Chairman's Report

There was no report received.

(b) Reports from Councillors

There were no reports received from Parish Councillors.

(c) Publications for information

*East Facing Slip roads* – The Summary Report of the independent economic study on east facing slips at an appropriate location in the vicinity of Junction 5 of the M25.

*Kent Association of Local Councils* – Parish newsletter.

18. **MATTERS TO BE RAISED AT THE NEXT MEETING & GOOD NEWS**

(a) Parish Council's policy in dealing with anonymous communication

Mr. Andrews highlighted an issue which was brought to the attention of the Planning Committee Members and suggested that the Parish Council consider to formally adopt a policy on handling phone calls and correspondence from people who wished to remain anonymous.

19. **DATE OF NEXT MEETING**

Wednesday, 19<sup>th</sup> October 2016

The meeting closed at 9.15 p.m.

Signed by Chairman : ..... Date: .....