

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, 19th October 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. P. Eaton,
Mrs. M. Robarts, Dr. P. Walker

IN ATTENDANCE: Approximately 35 Members of the Public
County Councillor Mr. N. Chard
District Councillor Mr. S. Reay
Mrs. Y. Tredoux (Clerk)

Mrs. Cole welcomed everybody to the meeting.

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr. R. Dawes, Mr. R. Lang & Mrs. R. Wedderburn-Day.

2. **DECLARATIONS OF INTERESTS**

There were no declarations of interest received.

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

Questions from the public were received elsewhere during the meeting.

4. **DISTRICT COUNCILLORS REPORTS**

District Councillor Mr. Reay reported that District Councillor Miss Stack had not yet received a decision from Sevenoaks District Council in response to the Parish Council's request for the removal of the concrete base which stored the recycling units.

5. **MINUTES**

Mrs. Cole proposed:

"To approve the minutes of the meeting held on 21st September 2016, Ref KPC/08/2016, subject to adding Mrs. Robarts to Item 2 as a Trustee of the St. Edith Hall Management Committee."

CARRIED unanimously

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

(a) **Pilgrims Way East – Safety issues (Minute 9 KPC/08/2016)**

The following correspondence were circulated prior to the meeting and noted:

- * Dated 25th September, 10th & 11th October 2016 from local residents regarding 20mph speed limits, including comments received from County Councillor Mr. Chard dated 10th October 2016.
- * Dated 27th September 2016 received from a local resident regarding portable speed signs.
- * Dated 3rd October 2016 received from a local resident regarding the safety issues at Pilgrims Way East.
- * Dated 7th October 2016 received from three local residents and one on 11th October 2016 regarding the safety work proposed by KCC in Pilgrims Way East.
- * Dated 12th October 2016 received from Otford Parish Council (OPC).
- * A copy of an email dated 14th October received from the OPC Chairman was tabled and noted at the meeting.

Before moving to adjourn the meeting to allow for public participation, Mrs. Cole explained that following the fatal accident in Pilgrims Way, Kemsing Parish Council (KPC) had organised a meeting in November 2015 requesting Kent County Council (KCC) to improve pedestrian safety.

Representatives from KPC and OPC, KCC Member Mr. Chard and District Councillor Mr. Reay had attended the meeting when it was agreed that Mr. Chard would put forward the following suggestions to KCC for consideration:-

Improved signage by installing signs alerting that there are concealed driveways.

Improved signage by installing flashing, solar powered SID signs asking motorists to slow down.

At the March 2016 KPC Annual Parish meeting, Mr. Chard confirmed that Highway Engineers were drafting a scheme, the details of which would be shared with both Parish Councils on completion. KPC was surprised to have learned in September 2016 that a scheme, due for implementation week commencing 24th October 2016, had been approved without prior consultation with the Parish Councils. By this time KCC had written to local residents advising them of the approved proposals.

7.35 p.m. *The meeting was adjourned and County Councillor Mr. Chard was invited to comment.*

Mr. Chard said that Pilgrims Way had been a problematic road for decades, with the insufficient infrastructure making it unable to cope with the increased sized vehicles as well as the sheer number of vehicles that use it daily, drivers driving too fast and the non-existent footpath making it difficult for pedestrians. KCC had explored ways to improve the conditions over the years and it is particularly challenging now given KCC's financial constraints and complex legalities. The proposed improvements, a first attempt to address issues raised by local residents, would start next week; however, Mr. Chard was prepared to cancel the works if residents wished it not to proceed. New 30mph speed limit roundels on road and "pedestrians on road" warning signs are proposed. Mr. Chard is funding the scheme from his KCC Member grant; KCC is unable to fund such a scheme in the current financial climate.

Residents were invited to appoint a spokesperson to direct questions to Mr. Chard. Questions included how the 30mph speed limit would be enforced; by installing speed cameras or initiating regular Police speed checks. Mr. Chard responded that speed checks were not a viable option given the absence of safe locations for positioning the vehicles and equipment. A resident said that the tragic accident was not speed related; however, Mr. Chard confirmed that most residents who had contacted him were concerned about speeding. Another resident suggested the implementation of a 20mph speed limit, including speed humps or chicanes to physically force vehicles to slow down as is done Norfolk. Mr. Chard's view was that these types of traffic calming were inefficient. Concluding his report, Mr. Chard said that the scheme had been produced by professional Highway Engineers and asked residents to give the scheme a chance. A review to determine scheme's effectiveness would be conducted after a few months.

Thanking Mr. Chard for his report, Mr. Andrews proposed, seconded by Mrs. Cole:

"That the Parish Council move to the next business."

CARRIED unanimously

7.50 p.m. *The meeting was re-convened and the members of the public left the meeting.*

(b) Village car park (Minute 6 (a) KPC/08/2016)

There was nothing to report.

(c) Parish Councillor Vacancy (Minute 6 (b) KPC/08/2016)

Longstanding Councillor Mr. G. Croughton had tendered his resignation after 47 years of serving the local Community. Mr. Croughton, who was also a District Councillor for a number of years, is willing to continue as public transport consultant on transport matters. *This was AGREED.*

Mr. Croughton's valuable contribution to the Council and the village would be greatly missed and Members wished Mr. Croughton and his family best wishes for the future.

Mrs. Cole proposed:

"That the Parish Council grants a leave of absence to Mr. Dawes for the time being due to illness."

CARRIED unanimously

Members wished Mr. Dawes a speedy recovery.

Due to Mr. Croughton's resignation and Mr. Dawes' absence the Planning Committee's membership was reduced to three. Mr. Eaton and Mr. Burfield volunteered to become Members of the Planning Committee. *This was AGREED unanimously.*

(d) Park Lane Nature Reserve Area & Fairfield Close Area (Minute 6 (c) KPC/08/2016)

The report of a meeting held on Monday, 10th October 2016 was noted.

Mrs. Cole proposed:

"To defer this item to the next meeting."

CARRIED unanimously

(e) Alleged damage to Church Lane track (Minute 6 (d) KPC/08/2016)

Members noted the Clerk's report, which set out the details of the planning approval referred to in the previous meeting minutes. It was noted that the Parish Council had expressed concern in 2008 to SDC about the road surface being inadequate and that it would benefit from having a tarmac surface. Again in 2013, the Parish Council reiterated its concern and asked SDC to insist that the road surface be improved, with proper foundations and tarmac surface.

Mrs. Cole explained that the previously agreed letter had not been sent as the records indicated that the path had been constructed in accordance with the local planning authority's approval after all. It was further noted that although the Highway Authority had commented that *"Hoggin is in fact a non-defined material and whilst supplies from a reputable contractor would serve the purpose, it will require ongoing maintenance to ensure adequate cover. The Highway authority would therefore generally recommend Type 1 graded sub base as a more robust solution"*, the Planning Officer had not taken notice of the recommendation and approved the application.

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."

CARRIED unanimously

(f) Village parking (Minute 7 KPC/08/2016)

A reminder would be published in The Well magazine asking residents to park more considerately. Otford Parish Council confirmed that they did not pay Sevenoaks District Council to issue parking notices and penalties.

(g) Defibrillator (Minute 10 KPC/08/2016)

Otford Parish Council's defibrillators are from a different manufacturer and therefore the suggestion of sharing a spare set of electrode pads may not be possible.

- *Seal Parish Council would be asked if they would be interested to share a set of electrode pads.*

(h) Land between The Well area and St. Edith Road (Minute 11 KPC/08/2016)

Mr. Burfield briefly summarised the issue of unregistered land and *it was AGREED that it would be in the Parish Council's best interest to progress the formal registration thereof.*

The Clerk had made contact with a local law firm asking for details of costs involved for the formal registering process but a reply is yet to be received.

7. **KENT ASSOCIATION OF LOCAL COUNCILS COMMUNITY AWARD SCHEME 2017**

An invitation to adopt the Scheme whereby a person or a group in the Community who had made a significant contribution to the local community could be nominated for the award, was noted.

8. **VALUATION OFFICE AGENCY (VOA) – DRAFT RATEABLE VALUES**

The VOA is currently updating the rateable values of all business properties. The draft rates are available online and land owners are asked to check that the details held by the VOA are correct as failure to do so could result in paying incorrect business rates.

- *The car park and public toilets details would be checked.*

9. **PARISH COUNCIL PUBLICATIONS**

A significant number of excess printed booklets and publications had been stored a dresser (which had been removed) in the Small Hall at the St. Edith Hall. These documents are now all out of date and the Parish Council office has insufficient storage space. The Council was asked to authorise the Clerk to dispose of the items. *This was AGREED.*

In the first instance the books would be offered to the Kemsing Heritage Centre Association. If they express no interest then the books would be discarded.

10. **DONATIONS & SUBSCRIPTIONS**

(a) Relate Kent and Mid Kent

Relate is a local charity specialising on improving and people's relationships. Members considered a request for financial support.

Mr. Eaton proposed, seconded by Mrs. Cole:

"That the Council rejects the request for financial assistance."

CARRIED unanimously

(b) Remembrance Day

The parade will take place on Sunday, 13th November 2016. Mrs. Cole proposed:

"That the Parish Council makes a donation of £60 towards the wreath."

CARRIED unanimously

11. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed, seconded by Dr. Walker:

"That the Parish Council approves the list of payments (Vouchers 106 to 129) and notes list of receipts (Vouchers 10 & 11) and the list of inter-bank transfers as circulated."

CARRIED unanimously

12. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Andrews proposed, seconded by Mrs. Cole:

"That the Parish Council notes the minutes of the meeting held on 12th September 2016, Reference P/ 14/2016 and the minutes of the meeting held on 26th September 2016, Reference P/ 15/2016."

CARRIED unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mr. Burfield:

"That the Parish Council notes the minutes of the meeting held on 14th September 2016, Reference RG/05//2016."

Attention was drawn to the following recommendations:

- * Item 2 (a) Coppicing and boundary line on land between the Church Lane track and Common Field Recreation Ground:
 - (i) *That the Parish Council takes responsibility of the area*
 - (ii) *That the Parish Council instructs the Clerk to obtain professional advice (including obtaining quotations) to tidy up the site and to incorporate a suggested future management programme to be agreed*
 - (iii) *That the Parish Council makes provision in next year's financial budget for the agreed work to be carried out*

- * Item 2(d) Terms of reference for general maintenance repair work of play areas and associated equipment:
To enter into a contract agreement for a maintenance contractor as per the terms of reference of the proposed agreement.

CARRIED unanimously as follows: Items 2(a) No's i-iii were deferred to the next meeting for consideration. Item 2(d) was approved in principle but would be discussed in full by the Recreation Grounds Committee at its next meeting.

A brief explanation was given as to a suggestion to undertake a Committee structure review to include the appointment of a new Committee with a view to allocate the management of several "pockets of land" owned by the Council. This would include Barnfield Crescent, The Well area, Jubilee Green, Fairfield Close and Park Lane area and the coppiced area adjacent to Church Lane track. The suggestion was made following the Recreation Grounds Committee's recommendation for the recently coppiced area West of the Common Field Recreation Ground to be separate from the Recreation Grounds Committee's remit as the management of the land requires tree and land management expertise. The trees on the Recreation Grounds are surveyed for safety purposes and work carried out as recommended by the report. *Mr. Burfield volunteered to write a report for consideration at the next meeting.*

(c) Finance Committee meeting

Mr. Eaton proposed, seconded by Mr. Eaton:

"That the Parish Council notes the minutes of the meeting held on 28th September 2016, Reference F/138/16."

CARRIED unanimously

13. **CONSULTATIONS**

There were no consultations.

14. **INFORMATION REPORTS**

(a) Chairman's Report

Due to an oversight, an Item on the Council's policy for dealing with anonymous communication was omitted from the October agenda and would be included on the November agenda.

(b) Reports from Councillors

There were no reports.

(c) The following information was noted:-

South East Water – Letter dated 25th August 2016 advising of forthcoming changes to the water billing system.

Kent Association of Local Councils – Emergency Planning and Resilience Workshop to be held on 14th December in Canterbury.

Kent Association of Local Councils – Allotment Law and Management to be held on 8th December in Faversham.

Kent Association of Local Councils – The annual general meeting will take place on Saturday, 19th November 2016.

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

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

16. **DATE OF NEXT MEETING**

Wednesday, 16th November 2016

The meeting closed at 8.37 p.m.

Signed by Chairman : Date: