

KEMSING PARISH COUNCIL

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 19 January 2011 at 8.00 pm**

PRESENT: Mrs. M. Cole (in the Chair)
Mr. D. Bennett, Mr. P. Burfield, Mr. B. Buttifant, Mr. G. Croughton,
Mr. R. Dawes, Mr. P. Eaton, Mrs. W. Ross, Mr. P. Walker,
Mr. A. Waters, Mrs. R. Wedderburn

IN ATTENDANCE: 3 Members of the Public
Mrs. Y. Tredoux (Clerk)

APOLOGIES: Ms. K. Hawker, Mr. I. Rumgay

Councillors were reminded to disclose personal and prejudicial interests on matters to be considered at this Meeting.

Mrs. Cole opened the Meeting by welcoming everybody and extended good wishes for the New Year.

1. **MINUTES**

Mrs. Cole proposed from the Chair:

"To approve the Minutes of the Meeting held on 17 November 2010, Reference KPC/11/10, previously circulated."

CARRIED unanimously

Mrs. Cole reported that the recently installed flashing speed indicator near the junction with Childsbridge Lane and Castle Drive had been out of order for a few days. It was in operation again on 18 January.

2. **MATTERS ARISING FROM THE MINUTES**

(a) Capital projects (Minute 2(c) KPC/11/10)

St. Edith Hall – A quotation had been requested, but details were not yet available.

Play Areas - Recreation Grounds Committee is progressing with obtaining quotations for the refurbishment of both play areas. A proposal had been considered at a recent Recreation Grounds Committee Meeting following a site meeting with Play Force, a company specialising in providing play ground equipment. Councillors were invited to view the proposal which was available at the meeting. A meeting has been arranged with another play equipment company to obtain a second quotation.

Public car park - Response from landowner awaited.

RESOLVED: The Clerk to ask Sevenoaks District Council to pursue this.

(b) West End – safety issues on footpath (Minute 2(d) KPC/11/10)

The completed questionnaires had been forwarded to Kent Highway Services (KHS) on 17 December 2010 and the data is currently being analysed.

(c) Roundabout at the junction with Dynes Road and Knavevood Road (Minute 2 (f) KPC/11/10)

No further progress to report.

RESOLVED: To remove this item from the Agenda until a response from Kent Highway Services (KHS) had been received.

(d) Road surface in Childsbridge Lane, Seal (Minute 3(e) KPC/11/10)

In response to the Parish Council's query, County Councillor Mr. N. Chard advised on 10 December 2010 that this section of Childsbridge Lane had been affected by the winter of 2009 and that since then, many significant defects had been repaired. Resurfacing would be assessed against other priorities for a possible inclusion in the next financial year's budget. Councillors felt that the poor road surface and multiple large potholes have now become dangerous and urgent repairs are required.

RESOLVED: Clerk to ask KHS to carry out repairs as a matter of urgency.

Mr. Bennett reported that there were numerous large potholes in Pilgrims Way, particularly the stretch of road from the junction with Row Dow, eastwards.

RESOLVED: Clerk to enquire whether Otford Parish Council had reported this to KHS.

These are the two main routes into Kemsing and repairs should be carried out without delay.

(e) Pothole in the road between Noah's Ark and Seal (Minute 3(e) KPC/11/10)

Mr. Bennett reported that this had been repaired.

(f) Wooden post and rail fence along West End, Kemsing (Minute 10 (b) KPC/05/10)

Due to current budgetary constraints this work would be added to the list for consideration in the next financial year.

(g) Hospice in the Weald (Minute 4 KPC/11/10)

At the November 2010 Parish Council Meeting, Members were presented with Mrs. J. Course's request for financial support.

Mr. Croughton proposed and Mr. Buttifant seconded:

"That the Council makes a financial contribution of £200 to the Hospice in the Weald."

4 in favour, 5 against – *The proposal FELL*

Mrs. Cole proposed from the Chair:

"That the Council makes a financial contribution of £150 to the Hospice in the Weald."

CARRIED 10 in favour, 1 against.

(h) Public conveniences - village car park (Minute 6 KPC/11/10)

Sevenoaks District Council (SDC) confirmed closure of the public convenience in Kemsing with effect from 1 April 2011 and offered the Parish Council an opportunity to take over full responsibility. Mr. Bennett warned that there could potentially be a risk of significant expenditure. In addition of paying for cleaning costs, the Parish Council would also have to take over responsibility for any maintenance work required to the building. By closing the conveniences, SDC was breaching the three year agreement they had with the Parish Council which started in April 2010.

Mr. Burfield proposed and Dr. Walker seconded:

"That the Parish Council agrees to continue with the quarterly contribution towards the maintenance and the upkeep of the conveniences in accordance with the three year agreement with SDC as per their letter dated 26 February 2010;

The Parish Council agrees to pay £1,000 representing the third instalment of the agreement;

That SDC be advised in a letter accompanying the cheque that, by presenting the Parish Council's cheque, SDC thereby agrees to honour the 3 year agreement with Kemsing Parish Council."

CARRIED unanimously

(i) Wall at the Well Area (Minute 3 (c) KPC/11/10)

Following a brief inspection by a qualified builder the wall appeared to be in a reasonable condition, although some pointing and replacement of the coping tiles is required. A thorough inspection of the rendering should be made and any loose areas replaced.

RESOLVED: Referred to Downland Management Committee for further investigation.

3. **COMMITTEE AND OFFICER REPORTS**

(a) Planning Committee

Mr. Dawes proposed and Mr. Croughton seconded:

“That the Minutes of the Meeting held on 15 November 2010, Reference No P/18/2010, the Minutes of the Meeting held on 29 November 2010, Reference No P/19/2010 and the Minutes of the Meeting held on 13 December 2010, Reference No P/20/2010, be approved.”

CARRIED unanimously

(b) Finance Committee

Mr. Burfield proposed and Mrs. Wedderburn seconded:

“That the Minutes of the Meeting held on 8 December 2010, Reference No F/120/10, be approved, excluding Item 6.”

CARRIED unanimously

Precept (Item 6)

The Council considered the Finance Committee’s recommendation to approve a precept of £79,000 for the year 2011/12.

Mr. Burfield proposed and Mrs. Cole seconded:

“That the Council approves the Finance Committee’s recommendation for a precept requirement of £79,000 for the year 2011/12.”

Members noted written comments by Mr. Bennett, circulated prior to the Meeting, asking the Council to consider reducing the precept requirement by £3,000. In Mr. Bennett’s opinion, this could be achieved by removing £3,000 for two items which were not likely to be utilised this financial year, without the risk of not being able to meet the Council’s obligations.

Mr. Bennett proposed that Mr. Burfield’s proposal be amended as follows :

“That the Council approves a precept requirement of £76,000 for the year 2011/12.”

The motion was not seconded and the proposal *FELL*

Mr. Croughton said that at the time of the Finance Committee, the budget figure for one item had not been confirmed. The information was subsequently received confirming that this item would probably not be required this financial year, therefore Mr. Croughton proposed and Mr. Bennett seconded:

“That the Council reduce the precept requirement for the year 2011/12 to £77,000.

2 in favour, 9 against – The proposal FELL

Mr. Burfield proposed and Mrs. Cole seconded:

“That the Council approves the Finance Committee’s recommendation for a precept requirement of £79,000 for the year 2011/12.”

CARRIED 9 in favour, 1 against {Mr. Bennett}, 1 abstention {Mr. Croughton}

(c) Report from Chairman

Christmas tree : A great deal of effort had been put into arranging a tree and lights and Mrs. Cole was very disappointed that the lights had been vandalised just a few days after it had been put up. Due to the snow and ice the tree decorations could not be put up.

Kemsing Open Door : A thank you letter in respect of the Council’s financial donation was noted.

Sevenoaks & Swanley Citizens Advice Bureau : Letter of appreciation for the Council’s donation was noted.

“Working with young people” : Noted receipt of SDC’s guide to help support young people.

SDC's Statement of Licensing Policy 2011 – 2014 : The final document included the Parish Council's suggested comments.

Snow clearance : Mrs. Cole drew attention to the circular regarding insurance risks with regard to clearing snow and ice from public roads and pavements.

M26 resurfacing : Some resurfacing work will take place on 26 January.

Royal wedding celebrations : Surrey Heath Borough Council is carrying out a survey to find out whether local authorities are planning to arrange celebrations for the forthcoming Royal Wedding in April. Kemsing Parish Council has no plans to celebrate the wedding.

Annual Civic Service : An invitation to attend the service at Canterbury Cathedral on Tuesday, 29 March 2011 was noted.

(d) Reports from Councillors

Whiteleaf Down way markers : Mr. Buttifant had noticed these way markers which divert from the original footpath. These would be removed soon.

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

A resident asked if the Parish could obtain more salt bins.

Secretary for the Kemsing Festival 2011 Committee, Mrs. J. Eaton, was pleased to provide a brief update to Councillors on how the arrangements for the Festival were progressing. The Committee asked if the Festival Committee could be included on the Agenda for the Annual Parish Meeting, which was agreed.

A resident was concerned about parked vehicles at the junction with West End and St. Edith Road. Although there were parked vehicles most of the day, the number increase during school drop off and collection times.

RESOLVED: Parish Council to write to Kemsing Primary School and St. Edith Playgroup and to inform PCSO Harwood. An article would also be included in the next edition of The Well magazine.

5. **DONATIONS & SUBSCRIPTIONS**

(a) Campaign to Protect Rural England (CPRE)

Dr. Walker proposed and Mr. Dawes seconded:
"To approve annual subscription of £29."
CARRIED unanimously

(b) The London Green Belt Council

Mr. Dawes proposed and Mrs. Cole seconded:
"To approve annual subscription of £10."
CARRIED unanimously

6. **PLAY PLACE YOUTH CLUB**

St. Mary's Parochial Church Council offered use of the Church Hall for the Monday evening youth club until the end of the Summer term 2011.

7. **KENT HIGHWAY SERVICES' TRIAL FOR PROVIDING GRIT BAGS FOR PARISH COUNCILS**

Correspondence dated 20 December 2010 from County Councillor Mr. Nick Chard (Cabinet Member Kent County Council (KCC), providing an update on the scheme, was noted. A number of Parish Councils who took up the offer from KHS reported that the 1 tonne grit bag provision had not been successful. The main concern was with the quality of the grit, which, in some cases, was sand only.

Mr. Dawes reported that following his request for a salt bin to be installed in Dynes Road opposite the parade of shops, a bin had been delivered and removed again after a week, without it being fixed to the ground or filled with salt.

RESOLVED: The Clerk to find out details of this incident.

Other areas within the parish where salt bins were required had been identified during the discussion.

RESOLVED: Mr. Buttifant and the Clerk to complete a salt bin survey for new bins to be considered by the Parish Council.

8. **LOCALISM BILL - BRIEFING FOR PARISH COUNCILS AND AMENITY GROUPS**

The summary of the Bill which had been published on 13 December 2010, was noted.

RESOLVED: That the Council be represented at the forthcoming seminar. Mr. Croughton offered to accompany the Clerk.

9.20 pm Mr. Dawes briefly left the Meeting.

9. **THE ROYAL BRITISH LEGION - "GREAT POPPY PARTY WEEKEND"**

Members considered letter dated 4 January 2011 from The Royal British Legion, asking the Parish Council to organise a Poppy Party event over the weekend of the 10th to 12th June 2011 in celebration of The Royal British Legion's 90th birthday.

RESOLVED: That this information be presented to the local British Legion's representative.

10. **STANDING ORDERS**

Mr. Bennett and the Clerk are making progress with the review and it is hoped that the suggested amendments would be circulated with the Agenda for the next Meeting.

The draft Terms of Reference for the Kemsing Downs Nature Reserve Advisory Group would be included.

11. **ANNUAL PARISH MEETING**

The Annual Parish Meeting will be held on Wednesday, **23 March 2011**. The Clerk had drafted the notice and Committee Chairmen were invited to write an article on their Committees' responsibilities.

9.25 pm Mr. Dawes returned to the Meeting.

12. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mrs. Cole seconded:

"That the Council approve the payment list (Vouchers 227-230, 233-249, 253-269, 271-280) and to note receipt list (Vouchers 231, 232, 250-252, 270)."

CARRIED unanimously

Mr. Buttifant said that the existing agreement with the Allotment Holder Association stipulated that an annual rent of £1 is payable. Bearing in mind the administrative costs involved for a "peppercorn" rent, Mr. Buttifant suggested the stipulation be revoked.

RESOLVED: Mr. Burfield and the Clerk to investigate if the rent payment clause in the agreement could be amended.

13. **INFORMATION REPORT**

The Information Report was noted.

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

Mr. Dawes and Mr. Buttifant asked the Council to consider a grant to the Allotment Holder Association for clearance work to be carried out at the site. The written request with details of the proposed work would be forwarded to the Parish Council for consideration at the next Meeting.

Mr. Waters had attended the Dynes Open Day on Friday, 14 January.

Due to the confidential nature of the next business to be transacted, it was resolved to close the Meeting for the Public and Press.

Casual Gardener – A summary of the discussion is contained in a confidential document.

The Meeting was re-convened and opened to the Public and Press.

15. **DATE OF NEXT MEETING**
16 February 2011.

The Meeting closed at 9.37 pm.