

**KEMSING PARISH COUNCIL**

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**Minutes of a meeting held in the Small Hall, St. Edith Hall, Kemsing,  
on Wednesday, 18 January 2012 at 8.00 p.m.**

PRESENT: Mrs. M. Cole (in the Chair)  
Mr. D. Bennett, Mr. G. Croughton, Mrs. S. Dickinson, Mr. P. Eaton, Mr. R. Lang,  
Mrs. M. Robarts, Mrs. W. Ross, Dr. P. Walker, Mrs. R. Wedderburn

IN ATTENDANCE: 3 Members of the Public  
Mrs. Y. Tredoux (Clerk)  
District Councillor Mr. M. Butler [arrived at 8.20 p.m. – left at 8.30 p.m.]

APOLOGIES: Councillors Mr. B. Buttifant & Mr. J. Jermain

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

**1. MINUTES**

Mrs. Cole proposed:

"That the minutes of the meeting held on 16 November 2011, Ref KPC/11/11, be approved."

*CARRIED* unanimously

Mrs. Cole proposed:

"That the minutes of the meeting held on 11 January 2012, Ref KPC/01/12, be approved."

*CARRIED* unanimously

**2. MATTERS ARISING FROM THE MINUTES**

(a) Kemsing Village Car park (Minute 2(a) KPC/11/11)

Correspondence dated 14 November 2011 received from Sevenoaks District Council was noted. A reply in response to the Parish Council's offer is awaited and progress is being made with obtaining borrowing approval from Kent Association of Local Councils and valuations for the land.

(b) Noah's Ark Residents' Association (NARA) – Christmas tree (Minute 2(c) KPC/11/11)

A letter of appreciation from NARA in response to the Parish Council's donation was received.

(c) Queen's Diamond Jubilee Beacons and Celebrations 2012 (Minute 2(d) KPC/11/11)

There was no report on a beacon which the Parish Council was considering, as Mr. Dawes was absent from this meeting. A letter received from a resident dated 11 November 2011 enquiring whether the Parish Council has any plans to celebrating this historic event, was noted.

A letter dated 17 January 2012 received from the Kemsing Heritage Centre (KHC) was tabled at the meeting. KHC requested permission from the Parish Council to act as a co-ordinator to arrange a 'village picnic' on the Common Field on Tuesday, 5<sup>th</sup> June 2012, which would involve inviting various village organisations to run stalls with refreshments, provide entertainment or organising some games for children.

*RESOLVED: That the Parish Council notifies the KHC that it has no objection to this event being held on the Common Field. The Parish Council's Insurance Company would be notified accordingly. The Clerk would inform the resident to contact the Heritage Centre for details.*

(d) Sewer in School Alley (Minute 2(e) KPC/11/11)

The work had been carried out during December 2011.

- (e) Car park at Doctor's Surgery, Kemsing (Minute 4 KPC/11/11)  
The Parish Council is grateful for the permission given by the Otford Medical Practice for the use of their car park to residents who attended the Oaks Christmas Dinner on 26 November 2011.

*RESOLVED: That a letter of appreciation be sent to the Otford Medical Practice.*

- (f) Quality of school buses (Minute 5 KPC/11/11)  
Kemsing Parish Council had informed Seal Parish Council that it supports Seal Parish Council in pursuing this matter. Mr. Croughton had recently noticed a school bus which was in a poor state of repair.

*RESOLVED: That the Parish Council writes to the School Transport Team at Kent County Council (with a copy to County Councillor Mr. N. Chard), expressing concern regarding the quality of school buses.*

- (g) Kemsing Open Door (Minute 10(b) KPC/11/11)  
A note of appreciation for the Parish Council's financial contribution was noted.

- (h) Kent Fire and Rescue Service Consultation (Minute 6 KPC/11/11)  
The online consultation was completed and the Parish Council's comments were forwarded to the Chief Executive at Kent Fire & Rescue Services.

*RESOLVED: That the Parish Council writes to Kent Fire Rescue Services to object specifically to the closure of the Seal Fire Station. To request Mr. Butler to obtain a copy of the official report on the fire at Wheatsheaf Public House in June.*

8.20 p.m. The meeting was adjourned and Mr. Butler was invited to speak.

District Councillor Mr. Butler reported that he had attended a meeting of the Sevenoaks District Council's Environment Select Committee of which he is a member, where representatives from Kent County Council and the 3 major bus operators warned that provision of bus services is likely to be subject to a 20% reduction in funding. The reduction may adversely affect services to and from Kemsing. Mr. Croughton (Public Transport Officer for Kemsing) insisted that it is vital that the current weekday services should be retained and suggested that should reductions be inevitable, consideration should be given to reduce the current Saturday service (30 minutes) to an hourly service as this would probably cause the minimum inconvenience to users. Mr. Butler would take these suggestions back to Sevenoaks District Council.

Mr. Butler informed the Parish Councillors that he had received feedback from residents who had attended the Extra-ordinary Parish Council meeting on 11 January 2011 to consider further action regarding the car park, which included statements that the Parish Council had not done sufficient research and that there had been an element of secrecy in answering questions. Mrs. Cole had explained at the outset of that meeting, that due to the confidential nature of the business which would be discussed at the closed meeting, it may have been perceived that way. However the final resolutions will be available the next day from the Clerk. Parish Councillors considered that these comments were not a true reflection of the meeting.

8.30 p.m. The meeting was re-convened and Mr. Butler left.

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

Questions and comments were taken elsewhere during the meeting.

### 4. **COMMITTEE AND OFFICER REPORTS**

#### (a) Planning Committee

Mr. Croughton proposed and Mrs. Cole seconded:

*"That the minutes of the meeting held on 14 November 2011, Ref No P/19/2011, be approved."*

*CARRIED* unanimously

Mr. Croughton proposed and Mrs. Cole seconded:

*"That the minutes of the meeting held on 28 November 2011, Ref No P/20/2011, be approved."*  
CARRIED unanimously

Mr. Croughton proposed and Mrs. Cole seconded:

*"That the minutes of the meeting held on 12 December 2011, Ref No P/21/2011, be approved."*  
CARRIED unanimously

Mr. Croughton proposed and Mrs. Roberts seconded:

*"That the minutes of the meeting held on 28 December 2011, Ref No P/22/2011, be approved."*  
CARRIED unanimously

Mr. Croughton proposed and Mrs. Roberts seconded:

*"That the minutes of the meeting held on 9 January 2012, Ref No P/01/2012, be approved."*  
CARRIED unanimously

(b) Finance Committee

Mr. Eaton proposed and Mr. Croughton seconded:

*"To accept the Minutes of the meeting held on 7 December 2011, Ref No F/124/11, subject to the following amendment:-*

*Page 2, Item 5 – Code 48 should be headed separately under Cost Centre 8 – Recreation Grounds."*

Attention is drawn to Item 6 – Precept:-

The Council is asked to consider the following recommendation:-

*"That a precept of £79,000 be recommended to full Council for the financial year 2012/13."*

CARRIED unanimously

Referring to Item 6 – Precept, Mr. Eaton proposed and Mr. Bennett seconded:-

*"That the Parish Council increases the precept requirement of £79,000 with another £6,000 making provision for a loan repayment for the possible purchase of the village car park. Therefore the precept requirement for the financial year 2012/13 will be £85,000."*

CARRIED unanimously

(c) Recreation Grounds Committee

Mrs. Ross proposed and Mrs. Cole seconded:

*"That the Parish Council notes the Minutes of the meeting held on 23 November, Ref No RG/06/2011, tabled at the meeting."*

CARRIED unanimously

Mr. Bennett drew attention to Item 2(b) and said that any proposals to install lighting at the play areas would be subject to approval by the full Council.

(d) Downland Management Committee

Mr. Bennett proposed and Mrs. Cole seconded:

*"That the Parish Council accepts the report of the meeting held on 30 November 2011, Ref No DM/04/11, tabled at the meeting, subject to the following minor amendment:-*

*Item 3(b), 3<sup>rd</sup> line 'meter' should read 'metre'."*

CARRIED unanimously

(e) Report from Chairman

The Kemsing Festival Committee asked the Parish Council to formally acknowledge receipt of the balance of £173 (reference KPC/10/11, Minute 12) when the Parish Council accepted the Festival Committee's offer to re-imburse the Parish Council. It is therefore recorded that an amount totalling £173 was received from the Kemsing Festival Committee, which represents the loan given to assist with the printing of the Festival programme.

The Parish Council formally records its appreciation to Mr. Tony Cole, who has, for the past four years, supervised the installation and removal of the Christmas tree at The Well area.

The Parish Council also records its appreciation to Mr. John Elliot who donated new lights and provided an electricity supply for the regular monitoring of the Christmas tree.

*RESOLVED: That a letter of thanks be sent to Mr. Elliot.*

(f) Reports from Councillors

Mr. Bennett reported that the Kent Wildlife Trust had extended sheep grazing onto Otford Manor through the Living Landscape project, which is welcomed. As part of the Otford Manor grazing project, the Parish Council's water supply would be used for providing water for their sheep. Mr. Bennett said that an agreement for the water use would be drafted, but the financial implication is minimal.

5. **DONATIONS & SUBSCRIPTIONS**

(a) Play Place – Youth Club provision in Kemsing

A progress report was noted. There was a considerable reduction in the number of attendees after the summer break. This is as a result of a number of young people who are now attending higher education or are in full time employment. The staff team delivered some detached sessions in October and November 2011 to speak to young people and advertise the youth club, when 10 new young people were registered. The Parish Council considered a request for financial assistance for the 2012/13 financial year, however, Members requested an up to date statement of income and expenditure for the club.

*RESOLVED: To defer this decision pending receipt of the income and expenditure statement.*

(b) Sevenoaks Volunteer Transport Group

The Parish Council was asked to consider a request to provide financial assistance toward the running costs of this charity, which provides a low cost local transport scheme catering for the needs of the elderly, infirm and disabled in the Sevenoaks District.

Dr. Walker proposed and Mrs. Roberts seconded:-

*“That the Parish Council makes a financial contribution of £100 to the Sevenoaks Volunteer Transport Group.”*

*CARRIED 7 in favour, 3 abstaining*

(c) The London Green Belt Council

Mrs. Cole proposed:

*“That the annual subscription of £10 be renewed.”*

*CARRIED unanimously*

(d) Sustainable Communities Act

The National Co-ordinator for the Local Works is asking the Parish Council to consider making a financial contribution in order to support the campaign to protect the Act.

*RESOLVED: That this request for a financial contribution is rejected.*

6. **ANNUAL PARISH MEETING**

The Annual Parish Meeting will be held on Wednesday, **28 March 2012**. The Annual Parish Meeting's statutory notice will be advertised, as usual, in the local paper, notice boards and Parish Council's website. A newsletter containing the formal agenda would be prepared by the Clerk and circulated to Councillors for their comments prior to the next Parish Council Meeting.

7. **LOCALISM ACT 2011**

The briefing document dated 17 November 2011 produced by the National Association of Local Councils was noted. The Act received royal assent on 15 November 2011 and is aimed to increase powers of, and give greater recognition, to the first tier of local government, in terms of new freedoms, new rights as well as more involvement in the planning process.

Different parts of the Act will come into force at different times, as Government still needs to determine specific rules and regulations on how the community rights should work. Further briefings will be issued in due course.

Kent Association of Local Councils is holding a Localism Conference at Lenham on Saturday, 28 January 2012 at a cost of £72 per delegate.

*RESOLVED: The Chairman is authorised to attend the Localism Conference on 28 January 2012.*

8. **KENT COUNTY COUNCIL COMMUNITY EMERGENCY PLANNING**

The Kent County Council's Emergency Planning Team is supporting Parish and Town Councils in drafting their own Emergency Plans, and as part of this project, they are offering a Community Emergency Plan Template and Guidance document to local councils which could be tailored to the needs of the individual communities. The Clerk had obtained electronic copies of the two documents.

*RESOLVED: That the information is noted.*

9. **ANNUAL CIVIC SERVICE AT ROCHESTER CATHEDRAL**

The Lord Lieutenant of Kent, Viscount De L'Isle MBE will be holding his annual Civic Service at the Rochester Cathedral on Tuesday, 6<sup>th</sup> March 2012.

10. **CONSULTATION ON THE KENT COUNTY COUNCIL HOUSEHOLD WASTE RECYCLING CENTRE SERVICE**

There is currently a review of this service to identify the right level of Household Waste Recycling Centre service for Kent residents at the right cost. The Parish Council was invited to comment on the consultation paper, which can be viewed online at [www.kent.gov.uk/hwrcconsultation](http://www.kent.gov.uk/hwrcconsultation). One of the proposed operation policy changes is to prohibit the deposit of tyres, gas bottles and asbestos, which could potentially lead to increased fly tipping. Councillors expressed concern as this proposal may result in an increase in flytipping.

*RESOLVED: That the Clerk be authorised to complete the consultation paper on behalf of the Parish Council and to write an accompanying letter to enforce the Parish Council's concerns.*

11. **AMENDMENT TO PAVILION TRUST DEED**

In a letter dated 24 November 2011, the Kemsing Pavilion Trust advised that it is necessary to amend the Kemsing Pavilion Trust Deed, set up in February 1986, to reflect the ending of the Kemsing Sports Association.

*RESOLVED: That the Parish Council support the proposed amendment, although not within the Parish Council's jurisdiction. The Kemsing Pavilion Trust should notify the Charity Commission of the amendment.*

12. **DRAFT VISION FOR KENT**

The proposed final version would be considered for adoption by the Council Leaders on 8 February 2012. The three countrywide ambitions that form the Vision for Kent are to grow the economy, tackle disadvantage and to put citizens in control. The document can be viewed online at [www.kentforum.org.uk/visionforkent/consultation](http://www.kentforum.org.uk/visionforkent/consultation).

13. **CHURCH LANE – DELIVERIES TO 'CLEVES'**

A local resident from Church Lane is receiving numerous incorrect deliveries for items destined for 'The Cleves', Church Lane. Some of these deliveries are late at night and are becoming a nuisance. The confusion arises from the fact that there are insufficient directional signs to the new development at 'The Cleves', Church Lane.

*RESOLVED: (i) That the Parish Council writes to the residents at all the properties at 'The Cleves', asking that they provide the correct address for their deliveries. Using the numbers "1 to 7 The Cleves, via Church Lane", is recommended.*

*(ii) That the Parish Council writes to Kent Highway Services requesting installation of appropriate directional signs to the new development at 'The Cleves'. It is recommended that the signage should include "leading to numbers 1 to 7 'The Cleves'".*

14. **CONSIDERATION TO OPEN A SEPARATE BANK ACCOUNT FOR KEMSING DOWNS NATURE RESERVE**

Mr. Bennett reported that the Finance Committee had briefly discussed the possibility of opening a separate bank account to identify separately the funds relating to the Kemsing Downs Nature Reserve activities, which would simplify the keeping of the accounting records.

*RESOLVED: That a separate bank account with the Co-operative Bank is opened for the Kemsing Downs Nature Reserve.*

15. **POLICE COMMUNITY SUPPORT OFFICER**

The Parish Council learned that PCSO Sue Harwood is to be transferred to another area in March 2012, following a re-evaluation of PCSO placements across the District. Councillors expressed their disappointment that Kent Police have omitted to officially inform the Parish Council of this decision. The Parish Council was presented with a petition (arranged by the Dynes Road Post-Office) and signed by 189 residents who are urging Kent Police to reconsider the transfer of PCSO Harwood.

PCSO Harwood's efforts and conscientiousness are highly regarded by the Parish Council and Kemsing residents. She has made a positive difference to improve the quality of life in our neighbourhood and has gained a great deal of local knowledge.

Councillors agreed that the Parish Council should strongly, but respectfully, urge Kent Police to reconsider and keep PCSO Harwood in Kemsing.

*RESOLVED: That the Parish Council writes to the Chief Inspector, together with the petition papers, to urge Kent Police to reconsider their decision and to keep PCSO Harwood in Kemsing.*

*Due to the confidential nature of the business to be transacted, the Public and Press were excluded.*

16. **STAFF REVIEW**

The discussion is contained in a confidential paper.

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

17. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed and Dr. Walker seconded:

*"That the Parish Council approves the list of payments (Vouchers 170 – 219) and to note the list of receipts (Vouchers 19 -22)."*

*CARRIED* unanimously

18. **INFORMATION REPORT**

The information report was noted.

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

Mr. Bennett suggested that the Parish Council formulate a development plan that would set out the Parish Council's preference in terms of any future development on the Wheatsheaf Pub site.

It was recommended that the Planning Committee prepare a recommendation for consideration by the full Council.

20. **DATE OF NEXT MEETING**

15 February 2012

The meeting closed at 9.40 p.m.