

KEMSING PARISH COUNCIL

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**Minutes of a meeting held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 20 February 2013 at 7.30 p.m.**

PRESENT: Mr. G. Croughton (Chair from 7.30 p.m.) & Mrs. M. Cole (Chair - arrived 7.40 p.m.)
Mr. D. Bennett, Mrs. S. Dickinson, Mr. P. Eaton, Mr. R. Lang, Mrs. M. Robarts,
Mr. R. Wedderburn

IN ATTENDANCE: 1 Member of the Public
Mrs. Y. Tredoux (Clerk)

APOLOGIES: Mr. B. Buttifant, Mr. R. Dawes, Mrs. W. Ross

1. **MINUTES**

Mr. Croughton proposed from the Chair:

"That the minutes of the meeting held on 16 January 2013, Ref KPC/01/2013, be approved and signed."

CARRIED unanimously

2. **MATTERS ARISING FROM THE MINUTES**

(a) Speeding along Childsbridge Lane (Minute 2(a) KPC/01/2013)

Kent County Council Highways and Transportation's Traffic Engineer was unable to meet the Parish Council before the next Sevenoaks Joint Transportation Board (SJTB) meeting on 13 March 2013 to discuss possible improvements to the "village gateway".

7.40 p.m. [Mrs. Cole arrived to the meeting and took the Chair.]

Mr. Buttifant had asked that the Parish Council reiterates its previous concerns to the SJTB regarding the speed reduction and 'one way' system proposals. Mr. Buttifant also suggested that the Parish Council informs the SJTB of its unsuccessful attempt to secure a meeting with the Highways Engineer to discuss potential signage improvements at the "village gateway" to warn motorists when enter the 30 mph zone.

This was AGREED and the Clerk was instructed to write to the SJTB with the Parish Council's comments.

The Speed Watch Group in Seal is hoping to conduct their first speed check in March, but this very much depend on the availability of the volunteers and the equipment, which has to be borrowed on a booking system from Sevenoaks District Council.

(b) Village car park – Community Right to Bid (Minute 2(b) KPC/01/2013)

The relevant guidance documents and application paper have now been received from Sevenoaks District Council.

Mrs. Cole proposed:

"That the Clerk completes the relevant forms, circulate it to Councillors for their comments, before the final application is made to Sevenoaks District Council."

CARRIED unanimously

(c) Library Services (Minute 2(c) KPC/01/2013)

The public meeting will take place on Tuesday, 26th February 2013 at 7.30 p.m. in the Small Hall, St. Edith Hall.

(d) Bus shelter at Greenlands Road (Minute 2(d) KPC/01/2013)

Revised quotations had been requested, but not received in time for the meeting.

(e) Councillors' Disclosable Pecuniary Interests (Minute 2(e) KPC/01/2013)

The Council was asked to consider a Dispensation request from Dr. Walker relating to budget and precept setting and any other financial decisions for the period from 20 February 2013 to 16 May 2015. Mrs. Cole proposed:

"That the Parish Council grants the request for dispensation from the Dr. Walker to enable him to set the precept, set the budget and make any other financial decisions, for the period from 20 February 2013 to 16 May 2015."

CARRIED unanimously

A letter from MP Brandon Lewis from the Department for Communities and Local Government regarding possible removal of the requirement for Councillors to ask for dispensation for setting the precept, was noted. [Note : the law has not changed yet, however, it is understood that the Department for Communities and Local Government's 'practical guide' for Councillors will be updated in due course to reflect this view.]

(f) Councillor Casual Vacancy (Minute 10 KPC/01/2013)

Sevenoaks District Council confirmed that no request for an election was received. The Parish Council is now able to fill the vacancy by co-option. A notice would be included in the Annual Parish Meeting agenda.

(g) Annual Parish Meeting (Minute 11 KPC/01/2013)

The draft agenda, as circulated to Councillors prior to the meeting, was approved.

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

There were no questions from the public or press.

7.50 p.m. The meeting was adjourned to allow for Public participation and Mr. P. Burfield (Chairman of the St. Edith Hall Management Committee), was invited to speak.

4. **ST. EDITH HALL – PROVISION OF TOILET FOR THE DISABLED AND ALTERATIONS FOR THE LADIES TOILET**

Mrs. Cole and Mrs. Roberts expressed non-pecuniary interests as being members of the St. Edith Hall Management Committee (SEHMC).

Mr. Burfield reported on the SEHMC's project to provide toilet for the disabled and renovating the ladies toilet in the St. Edith Hall. The Committee had been successful in securing a grant to the value of £12,000 from the Ibstock Cory Environmental Trust (ICET) which is funded through the Landfill Tax Credit Scheme. Although the grant is £12,000 in total, ICET will only provide 90% of the total grant and one of the conditions is that the applicant should acquire a "sponsor" to cover the shortfall of 10% of the total grant, i.e. £1,200. The first step in the process forward for the SEHMC is to secure cover for the 10% shortfall. The second step is to apply for planning permission and approval under the Building Regulations. The SEHMC has approached an Architect who is willing to provide assistance for (a) the planning application, (b) completing the Building Regulations and (c) act as Project Manager for the project on behalf of the SEHMC. The Parish Council is asked to provide financial assistance for steps 1 and 2 above, to start the planning application process .

8.07 p.m. The meeting was reconvened.

There is provision in the Parish Council's budget for Structural Grant Aid to the St. Edith Hall to assist with any work relating to structural issues. Mr. Eaton proposed and Mr. Croughton seconded: *"That the Parish Council agrees:-*

- *Making a donation to the SEHMC to cover the 10% shortfall (payment directly to ICET) of £1,200 (payable from the existing Structural Grant Fund),*
- *To pay for the Building Regulation application and associated costs up to a value of £2,000 (payable from the existing Structural Grant Fund)."*

CARRIED unanimously

Mr. Burfield was thanked for his hard work in securing the grant from ICET.

5. **FAMILY FUN DAYS**

Sevenoaks District Council, in partnership with Voluntary Action Within Kent, can provide Family Fun Day Sessions to Parish Councils in the Easter Half Term, Summer Holidays and Autumn Half Term. As in previous years, these sessions are free and Parish Councils are only asked to provide the venues.

Mrs. Cole proposed:

“That the Parish Council makes available the Common Field for the Family Fun Days and consults the Sir Mark Collet Pavilion for possible provision of toilet facilities.”

CARRIED unanimously

6. **YOUTH CLUB - PLAY PLACE**

Correspondence from Mr. Hennis dated 24 January 2013 was noted. Play Place Innox8 CIC have started formal discussions with a view to merge with the Croydon Youth Development Trust. The Board of Trustees and Directors of both organisations are looking into a full merger to combine the skills and visions of both organisations, which they believe would enhance efficiency and sustainability, with both organisations keeping their unique identities. Investigations are now underway to look at the organisational structure and staffing. A full statement will be issued soon.

7. **CONSULTATIONS**

(a) **Sustainable Communities Act**

The aim of the Act is to enable local communities to get involved in making proposals to help improve the sustainability of their local communities. All the County Associations of Local Councils are pressing the Government to extend the right to submit proposals to Town and Parish Councils. The National Association of Local Councils is asking Parish Councils to comment on this proposal. Kent Association of Local Councils have urged Parish and Town Councils to comment on the proposals.

Mr. Bennett proposed and Mr. Eaton seconded:

“That the Parish Council takes no action.”

2 in favour, 5 against, 1 abstention

The proposal FELL

Mr. Croughton proposed and Mrs. Dickinson seconded:

- *“That the Parish Council respond to the questions asked by the House of Commons and Communities and the Local Government Committee (No comment on questions 1,2 and 4 and Yes to question 3, and to comment that the Sevenoaks District Council had not engaged with the Parish Council in this matter;*
 - *That the Parish Council support Kent Association of Local Council’s stance on the matter.*
 - *A copy of the response should be forwarded to the National Association of Local Councils.”*
- CARRIED 6 in favour, 1 against.*

(b) **Public Rights of Way – Changes to the management**

Correspondence dated 30th January 2013 received from the Public Rights of Way Area Officer (Sevenoaks) advising of changes the County Council had made to the management of Public Rights of Way, which would come into effect very shortly, was noted.

(c) **Community Infrastructure Levy and Neighbourhood Plans**

Information received from Kent Association of Local Councils regarding the announcement made by the Department for Communities and Local Government in respect of funding allocations for Parish Councils with existing Neighbourhood Plans, was noted.

(d) **Kent Minerals and Waste Local Plan : Proposed Mineral Safeguarding Areas**

The purpose of safeguarding designations is to ensure that economic mineral resources are adequately and effectively considered in land-use planning decisions. The full document is available to view on the Kent County Council’s website.

AGREED: No comment from the Parish Council.

(e) **Local Air Quality Management**

Sevenoaks District Council and Dartford Borough Council both work in partnership to designate Air Quality Management Areas (AQMA). Sevenoaks District Council had designated several AQMA's along the A25 at Riverhead, Westerham, Bat & Ball and Seal. The Councils are currently proposing to revoke the existing AQMA's along the A25 and replace them with a single AQMA's running the length of the district, due to the increase of nitrogen dioxide levels.

AGREED : No comment from the Parish Council.

8. **COMMITTEE AND OFFICER REPORTS**

(a) **Planning Committee**

Mr. Croughton proposed:

"That the Parish Council accepts the minutes of the meeting held on 4 February 2013, Ref No. P/01/2012."

CARRIED unanimously

(b) **Recreation Grounds Committee**

Mrs. Cole proposed:

"That the Parish Council accepts the minutes of the meeting held on 9 January 2013, Ref. No. RG/01/2013."

CARRIED unanimously

Mr. Bennett asked if the Committee would consider improving the condition of the footpath at which leads from the Recreation Ground, across Pilgrims Way and into the field gate at the bottom of Green Hill. The footpath is badly churned up and Mr. Bennett suggested the Committee look into putting bark or gravel down to alleviate the problem.

(c) **Report from Chairman**

Invitation to attend the conference "A Global Airport for Kent" which is being arranged by the Kent Federation of Amenity Societies to be held at County Hall, Maidstone on Friday, 22nd March 2013 at a cost £15 was noted.

Speeding vehicles in Noah's Ark – An email from NARA regarding speeding and a car transporter parking on the road was received and tabled at the meeting. The matter had been raised with the Police and the Clerk would contact PCSO Harwood again.

Road Closures - Cotmans Ash Lane will be closed on 12th March for 4 days between Clarkes Green Road and Pilgrims Way (pre-patching works and a second time for the actual surface treatment works (surface dressing or micro surfacing) later in the year.

(d) **Reports from Councillors**

Road Closure (Pilgrims Way) – Mr. Bennett reported that the section between Park Hill Road and The Chase was closed today without prior notification. It is believed that this was an emergency road closure which did not allow time for prior notice to be given to residents.

9. **DONATIONS & SUBSCRIPTIONS**

(a) **Society of Local Council Clerks**

Mrs. Cole proposed

"That the Parish Council renews the annual subscription of £162."

CARRIED unanimously

10. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed and Mrs. Cole seconded:

"That the Parish Council approves the payment list (Vouchers 230 to 252), approves the transfer of list of receipts from Bank 1 to Bank 2 (as per schedule tabled at the meeting) and notes the receipts list (Vouchers 30 to 33)."

CARRIED unanimously

11. **INFORMATION REPORT**

The following information was noted:-

- (a) *Kent Association of Local Councils* – Parish News January 2013.
- (b) *Department for Communities and Local Government* - Neighbourhood Planning Bulletin Editions 2 and 3.
- (c) *Kent Police* – News in Kent newsletter Edition 1.
- (d) *Kent Fire & Rescue Service* – Fire Hydrant inspection (letter dated 23 January 2013).
- (e) *National Association of Local Councils* – Direct Information Service – Issue 800 & 801.
- (f) *Clerks & Councils Direct* – January 2013 edition.
- (g) *Society of Local Council Clerks* – The Clerk magazine – January 2013 edition.
- (h) *Society of Local Council Clerks* – Advice note : Localising Council Tax Support.
- (i) *Sevenoaks Volunteer Transport Group* – Thank you letter received.

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

Speeding at Noah's Ark.

13. **DATE OF NEXT MEETING**

20 March 2013 at 7.30 p.m.

The meeting closed at 8.47 p.m.

Signed by Chairman : Date: