

KEMSING PARISH COUNCIL

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 16 March 2011 at 8.00 p.m.**

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. I. Rungay, Dr. P. Walker, Mr. A. Waters,
Mrs. R. Wedderburn

IN ATTENDANCE: 5 Members of the Public
Mrs. Y. Tredoux (Clerk)

APOLOGIES: None

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

1. MINUTES

Mrs. Cole proposed:

"To approve the Minutes of the Meeting held on 16 February 2011, Reference KPC/02/11, previously circulated, subject to the following amendment:

Include 'prospective' Conservative candidate in the Chairman's welcome."

CARRIED unanimously

2. MATTERS ARISING FROM THE MINUTES

(a) Capital projects (Minute 2(a) KPC/02/11)

St. Edith Hall – No update available.

Play Areas - Recreation Grounds Committee is progressing with obtaining proposals.

Public car park - Response from landowner is still awaited.

(b) West End – safety issues on footpath (Minute 2(b) KPC/02/11)

The survey results were circulated at the Meeting. Kent Highway Services advised that the information gained did not clearly indicate the time of day and day of week when parking problems arise and further information is needed to determine exactly what type of parking controls to apply. This information would be obtained through carrying out ad hoc vehicle counts at particular times of the day and days of the week and it is hoped that this exercise would be completed within the next two weeks. A full report will be given at the next Parish Council Meeting.

(c) Road surface in Childsbridge Lane, Seal (Minute 2(d) KPC/02/11)

Some repair work had been carried out, however, the road surface remains in a very poor condition.

(d) Wooden post and rail fence along West End, Kemsing (Minute 2(e) KPC/02/11)

No further update available.

RESOLVED: To remove this item from the Agenda for the time being.

(e) Public conveniences - village car park (Minute 2(f) KPC/02/11)

The Chairman referred to a television report where she learnt about the British Toilet Association.

The following letters of support for the continuation of the public conveniences were noted:

- Copy of letter dated 16 February from Kemsing Primary School to Sevenoaks District Council (SDC)
- Letter dated 4 March from the Kemsing Open Door
- Letter dated 7 March from Mrs. B. Watson

Members noted the reply dated 25 February 2011 received from SDC, indicating their provisional acceptance of the Parish Council's 12 month trial offer to take over the operation costs of the public conveniences. An agreement would be made between the Parish Council and SDC as they would remain as lessee. SDC will invoice the Parish Council for actual costs for water, sewerage and non domestic rates. The Parish Council will be responsible for cleaning costs and maintenance costs.

Two quotations for cleaning costs and the frequency of cleaning services were considered.

Mr. Burfield pointed out that there was no provision made for supplementary emergency calls and that this should be discussed with the successful contractor.

Mrs. Cole proposed:

"To accept the quotation from Gold Service Cleaning Company for a 3 day a week cleaning service for a trial period of 12 months, to be reviewed after 6 months.

To place a maximum cost for the public conveniences at £10,000 per year to cover contingencies and emergency repair work."

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

(f) Salt bin survey (Minute 2(g) KPC/02/11)

A further three requests from residents for salt bins were considered.

RESOLVED: That the Council include the following requests on the salt bin request :

Park Lane at the junction with Rushy Mead, turning area at the South end of Greenlands Road and at the junction with Castle Drive and Cleves Road.

(g) Standing Orders (Minute 2(h) KPC/02/11)

Mr. Bennett was thanked for reviewing the Standing Orders. Mr. Bennett extended his appreciation to Mr. Croughton for his contribution.

Mr. Bennett proposed and Mr. Croughton seconded:

"That the Council adopts the draft February 2011 Standing Orders."

CARRIED unanimously

(h) Annual Parish Meeting (Minute 2(i) KPC/02/11)

No specific proposals have been received so far.

(i) Summer Activity Workshops (Minute 7 KPC/02/11)

Mrs. Ross considered the workshop held on Thursday, 3 March 2011 to be very informative. Many interesting ideas for the provision of activities for young children were discussed. In terms of arranging activities for this Summer, Mrs. Ross felt that the Parish Council will not be in a position to do so as there is a great deal of preparation work required. Mrs. Ross was keen for the Council to provide local activities for next year. Meanwhile, Mrs. Ross has information of scheduled activities and venues for this Summer which will be hosted by West Kent Extra. Although these activities will not be held in Kemsing Mrs. Ross felt that they should be advertised within the village as some neighbouring villages will host fun days and activities.

RESOLVED: Mrs. Ross and the Clerk to investigate advertisement opportunities to include the Parish Council notice boards, Parish Council website and The Well magazine.

(j) Office equipment - photocopier (Minute 8 KPC/02/11)

The existing photocopier was recently serviced and alternative quotations are being sought.

(k) Proposed closure of local Post-Offices (Minute 13 KPC/02/11)

The National Federation of Sub Postmasters are campaigning for an amendment to the Postal Services Bill, which would bring changes to the universal postal service and may result in the closure of many rural Post-Offices. The decision from the House of Lords is now awaiting.

In response to question regarding Item 13 of the previous Minutes, the Chairman advised that this would be dealt with under Planning.

3. COMMITTEE AND OFFICER REPORTS

(a) Planning Committee

Mr. Dawes proposed and Mr. Waters seconded:

“To approve the Minutes of the Meeting held on 21 February 2011, Reference No P/03/2011, previously circulated.”

CARRIED unanimously

Mr. Bob Banister referred to Item 13 of the previous Minutes and asked for details relating to the West End Convenience Store's opening and closing times. Mr. Dawes explained that it was thought at the time of construction of the new development, that the previous store's opening and closing times would apply, but due to a technicality this was not the case and the owner had to re-apply for the opening and closing hours.

Dr. Walker declared a personal interest.

Mr. Dawes proposed and Mr. Croughton seconded:

“To approve the Minutes of the Meeting held on 7 March 2011, Reference No P/04/2011, previously circulated.”

CARRIED unanimously

(b) Downland Management Committee

Mr. Bennett proposed and Dr. Walker seconded:

“To receive the Minutes of the Meeting held on 23 February 2011, Reference No DM/01/11, previously circulated.”

CARRIED unanimously

(c) Recreation Grounds Committee

Mr. Rumgay proposed and Mrs. Wedderburn seconded:

“To approve the Minutes of the Meeting held on 9 March 2011, Reference RG/02/2011, previously circulated and to note the Report of the site Meeting held on 2 March 2011, previously circulated, excluding Item 2 (e) which will be dealt with under Item 8 of this Meeting.”

CARRIED unanimously

Drawing attention to Item 4, Mr. Rumgay said that the present Wardens have been in their posts for a number of years and that the Committee had offered them a respite and invited others to volunteer. Mrs. Wedderburn volunteered for the post as Warden for the Common Field.

Mrs. Ross said that she would be happy to continue in her post as Warden for Nightingale Road Recreation Ground and Barnfield Crescent, if there are no other volunteers.

(d) Report from Chairman

Noah's Ark Land – Mrs. J. Donegan informed the Parish Council of the proposed sale by auction of land adjacent to No 46 Noah's Ark. Mrs. Donegan would like to make it clear that this land does not belong to her.

(e) Reports from Councillors

Mr. Buttifant had the following reports:

Temporary road closure (Watery Lane) : Essential repairs to the railway bridge would result in a 6 week closure (section between the bridge and the junction with Honey Pot Lane). There was concern about the proposed diversion (Honey Pot Lane, Noah's Ark, St. Edith Road, High Street, Heaverham Road), which would cause traffic chaos in the centre of the village. Concern was also raised by two businesses at the Chaucer Business Estate.

The Clerk was in discussion with Network Rail's contractor and Kent Highway Services to explore alternatives.

Footpath at the bottom of Dynes Road : There is an increase in the volume of fly-tipping on Oxenhill Shaw land adjacent to the footpath. Mr. Buttifant will ask Sevenoaks District Council to circulate a letter to residents with adjoining properties, asking them to report any suspicious behaviour.

North Downs Way Officer – The County Council is discontinuing the post of National Trail Officer. It is believed that this will be the first national trail without a responsible officer. Mr. Buttifant wrote to County Councillor, Mr. N. Chard, expressing his concern and confirming that this trail should be maintained to a national standard.

Shorehill wood – fallen tree. Mr. Buttifant had cleared much of the smaller branches from a fallen tree which is thought to have been damaged by the snow. Mr. Ray Froud (District Council's Ranger) would remove the rest of the larger branches and trunk.

Sevenoaks Cycling Strategy : The Parish Council is invited to put forward any comments.

Oxenhill Shaw – fire : On 28 February the fire brigade was called to attend to a fire in Oxenhill Shaw. There is evidence that was an arson attack and was reported to the Police.

Wooden fingerpost at top of Childsbridge Lane – The Wrotham indicator was broken and is held in the Clerk's Office.

Mr. Bennett reported that Kent Wildlife Trust would host a public moth evening at the Kemsing Downs Nature Reserve on 25 and 26 June as part of the Living Landscape project. This will be advertised on the notice boards.

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

Questions from the public were taken elsewhere.

5. **DONATIONS & SUBSCRIPTIONS**

(a) Action with Communities in Rural Kent

Mr. Croughton proposed and Mrs. Cole seconded:

"To join membership at an annual subscription of £35."

CARRIED unanimously

6. **NOAH'S ARK RESIDENTS' ASSOCIATION (NARA) - SIGN**

NARA has successfully obtained planning permission for their sign to be erected in Noah's Ark and asked the Parish Council (correspondence dated 1 March 2011) if the sign could be included with the Parish Council's Public Liability Insurance and also offered to meet any additional insurance premium. In view of the sign not being owned by the Parish Council or erected on land owned by the Parish Council, the Parish Council's Insurance Company advised that it was unable to insure the sign as the Parish Council does not have any insurable interest.

Members discussed alternative ways in which to assist NARA and one suggestion was for NARA to consider giving the sign to the Parish Council as a gift, but there was uncertainty regarding ownership of the land as the landowner would be responsible for insuring the sign for public liability.

RESOLVED: That a decision could not be made at this Meeting in the absence of the required information. The Clerk would contact NARA accordingly.

7. **LEISURE PLOTS**

A letter dated 5 March 2011 asking information regarding the sale of four leisure plots (numbers 27, 28, 94 & 95) was noted. Mr. Bennett reminded Councillors of the Parish Council's policy to purchase these plots as and when they become available. Mr. Burfield was of the view that the Parish Council had altered this policy a few years ago and as it now owns the access routes to the field, there is no need for the Parish Council to purchase any additional plots. In view of the conflicting statements, it was suggested that the policy in question is investigated and the matter deferred to the next Meeting.

Mr. Dawes felt that every request should be considered on merit regardless of the policy. Some Members were of the opinion that the Parish Council should endeavour to purchase all plots that become available, but at a reasonable price.

Mr. Croughton proposed and Mr. Waters seconded:

"That the Parish Council offers to purchase the four plots at £100 each and that the seller would have to meet the legal costs."

CARRIED 9 in favour, 2 against, 1 abstention

Mrs. Cole proposed:

"That the Public and Press be excluded for the duration of Item 8 due to its confidential nature."

CARRIED

8. **CASUAL GARDENER**

The discussion is contained in a confidential report.

The Meeting was re-opened for the Press and Public.

9. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mr. Waters seconded:

"To approve the list of payments (Vouchers 306-308, and 310-327) and to note receipt (Voucher 309)."

CARRIED unanimously

10. **INFORMATION REPORT**

The Information Report was noted.

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

Mr. Bennett asked the Council to carry out the Clerk's salary review.

12. **DATE OF NEXT MEETING**

20 April 2011.

The Meeting closed at 9.42 p.m.