

KEMSING PARISH COUNCIL

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 20 April 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. P. Eaton,
Mrs. W. Ross, Mr. I. Rungay, Dr. P. Walker, Mrs. R. Wedderburn

IN ATTENDANCE: Mr. J. Jermain
Mrs. Y. Tredoux (Clerk)

APOLOGIES: Ms. K. Hawker, Mr. A. Waters

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 March 2011, Ref KPC/03/11."

CARRIED unanimously

2. MATTERS ARISING FROM THE MINUTES

(a) Capital projects (Minute 2(a) KPC/03/11)

St. Edith Hall - No progress to report.

Play Areas - Arrangements had been made to obtain a fifth proposal.

Public car park - Members considered Sevenoaks District Council's offer for the Parish Council to take an assignment of the current car park lease.

RESOLVED: *To take no action until a response from the landowner has been received.*

(b) West End – safety issues on footpath (Minute 2(b) KPC/03/11)

Kent Highways had indicated that the draft proposal and plan, including the conclusive traffic and parking data, would be shared with the Parish Council in May 2011.

(c) Road surface in Childsbridge Lane, Seal (Minute 2(c) KPC/03/11)

County Councillor Mr. Chard had allocated his Members' Fund for repairing this stretch of road.

Mr. Buttifant reported that Kent Highway Services plan to start the remedial work on 31 May, which would result in a road closure for 6 days, between Castle Drive, Kemsing and The Sheilings, Seal, from 9.30 a.m. to 3 p.m. Possible resurfacing work is also scheduled for July but details are not available at this stage.

(d) Public conveniences - village car park (Minute 2(e) KPC/03/11)

Mrs. Cole and the Clerk met a representative from Sevenoaks District Council for the formal 'hand-over' when details for the electricity and water supply was also discussed. The timer for the opening and closure of the automatic doors is currently set to from 8 a.m. to 6 p.m. *The Clerk was asked to find out if the locks can be altered to extend the opening time to 8 p.m. in the evening during the summer months.*

Mrs. Cole reported that the new contractors had started cleaning on 1 April and she was pleased with their work.

Mrs. Cole proposed:

"To authorise the Clerk to sign the terms and conditions dated 2 April (which is subject to contract) with Sevenoaks District Council."

CARRIED unanimously

(e) Salt bin survey (Minute 2(h) KPC/03/11)
The Clerk reported that all salt bin requests will be assessed and scored in the summer. Those which meet the criteria and have achieved funding will be placed during October.

(f) Annual Parish Meeting (Minute 2(h) KPC/03/11)
The draft Minutes were noted.

The following matters raised by residents were discussed:- (Item 6)

(i) Letter from Mrs. J. Cook regarding speeding of delivery vehicles in Church Lane:
Mrs. Cook, on behalf of the Church Lane Sheltered Housing, expressed residents' fears over the speeding of delivery lorries on the private track from Church Lane to Cleves, which they feel presents a danger to disabled people and also the young children leaving the recreation ground. Mrs. Cole reported that, following the Annual Parish Meeting, no further reports had been received. Mr. Rungay noted that there is a noticeable increase in the number of vehicles using the track as a result of the redevelopment of the youth hostel. Mr. Bennett proposed and Mr. Rungay seconded:-
"That the Parish Council writes to the owner of the track (Cleves) to ask them to consider erecting a 'slow down' sign at the top of the private road."
CARRIED unanimously

(ii) Letter from Mr. K. Wilson regarding proposed building of a house on Church field:
Mr. Wilson, who is of the opinion that the majority of Kemsing residents are not aware of the proposal, asked the Parish Council's assistance to establish public opinion on this matter by arranging a public survey. Dr. Walker reminded Councillors that the project is a proposal by the Diocese of Rochester and not St. Mary's Church.
RESOLVED: It is the Parish Council's policy not to have discussions with developers or the public before formal Planning Applications are received. Therefore, the Parish Council will not take any action until a Planning Application has been submitted to Sevenoaks District Council by the developer, i.e. the Diocese of Rochester.

(iii) Correspondence from Mr. & Mrs. G. Philpott regarding parking issues along Childsbridge Lane and heavy goods vehicles in Pilgrims Way:
Various highway related issues were noted. Mr. Croughton reminded the Council that a few years ago Kent Highway Services advised that they were trying to contact the satellite navigation providers in order to identify roads unsuitable for heavy goods vehicles, in an attempt to reduce the number of lorries using Pilgrims Way. Mr. Croughton thought this might be an appropriate time to ask Kent Highway Services for a progress report.
RESOLVED: Mr. Buttifant and the Clerk to take up these issues with Kent Highway Services.

(g) Office equipment - photocopier (Minute 2(j) KPC/03/11)
Two further quotations were obtained. Full details of pricing will be distributed to Members for a decision at the next Parish Council Meeting.

(h) Noah's Ark Residents' Association (NARA) - sign (Minute 6 KPC/03/11)
NARA had not replied to the Parish Council's response.

(i) Leisure Plots (Minute 7 KPC/03/11)
The Parish Council's leisure plot policy was clarified. Members were reminded that there was no change in the existing policy, i.e. to purchase plots when they become available.
(Reference Minute 5 KPC/03/07.)

3. COMMITTEE AND OFFICER REPORTS

(a) Planning Committee

Mr. Croughton proposed and Mrs. Cole seconded:
"To approve the Minutes of the Meeting held on 21 March 2011, Reference No P/05/2011."
CARRIED unanimously

Mr. Croughton proposed and Mrs. Cole seconded:

"To approve the Minutes of the Meeting held on 4 April 2011, Reference No P/06/2011."

CARRIED unanimously

(b) Report from Chairman

Noah's Ark Land (KPC/03/11 Minute 3(d)) : Mrs. Donegan had purchased the land, which would be used for grazing.

Car park lighting : The existing 2 year fixed term contract with British Gas, renewable on 7 May 2011, expires in August 2011.

Mrs. Cole proposed:

"To renew the contract with British Gas for 1 year. An increased rate of 16.920 p/wk unit charge and 22.420 p/day standing charge apply."

CARRIED unanimously

(c) Reports from Councillors

Castle Drive : Mr. Buttifant had noticed that a large number of potholes in Castle Drive had been marked and would hopefully be repaired soon.

Public Rights of Way : Mr Buttifant reported that due to financial constraints, the Countryside Access Service must find significant savings throughout the next 3 financial years and to achieve this, there will be a 50% reduction in the overall amount of vegetation clearance undertaken by them. Parish Councils were provided with schedules of paths which will be included for vegetation clearance and asked Parish Councils to highlight any well used paths that may have been omitted. Furthermore, Parish Councils were asked to consider contributing financially in order to secure a more extensive programme to clear paths in their respective parishes.

Mr. Buttifant proposed and Dr. Walker seconded:

"That the Parish Council does not make a contribution to the Countryside Access Service for vegetation clearance."

CARRIED unanimously

30 mph flashing speed sign in Childsbridge Lane : Mr. Rungay reported that the sign were defective. The Clerk had reported this to Kent Highway Services who advised that a number of signs which had been installed at the same time, was defective. Kent Highway Services is currently negotiating with the manufacturer to replace the signs.

West End parking on the pavement : Mr. Rungay is concerned about the danger posed by parked construction vehicles on the pavement. This had been reported to PCSO Harwood.

Parking at the junction with The Landway and Pilgrims Way : Dr. Walker reported that construction vehicles parking at this junction are obscuring motorists' views.

RESOLVED: Clerk to report to PCSO Harwood.

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

There were no questions from Members of the Public or Press.

5. **DONATIONS & SUBSRIPTIONS**

(a) Play Place

Mrs. Cole reminded Councillors of a request for financial assistance as per Item 5(a) KPC/02/11.

Mr. Burfield proposed and Mr. Croughton seconded:

"That the Council makes a financial contribution of £2,500 to support the youth club for the period April 2011 until end of March 2012."

CARRIED unanimously

- (b) Christmas Dinner - Oaks Christmas Dinner Steering Group
The Council was asked to consider making a financial contribution towards the Christmas Dinner.
Mrs. Cole proposed:
"To make a donation of £350 to Kemsing Primary School for the Christmas Dinner."
CARRIED unanimously
- (c) Community Transport - Voluntary Action Within Kent
The Voluntary Action Within Kent Charity approached the Parish Council for financial assistance to provide community transport service. Although the District Council had gifted buses to the Charity, they are looking to secure funds towards the running costs for providing the service. The charity supports around 6 members of the Kemsing Over 60's club with transport to the club's meetings. Members preferred to provide financial assistance directly to the village organisation to enable them to make transport arrangements for their members.
RESOLVED: To arrange a meeting with the Chairman of the club to discuss the level of financial requirements in terms of their transport needs. The request from Voluntary Action Within Kent for financial assistance was rejected.
- (d) Direct Information Service - National Association of Local Councils
Mrs. Cole proposed:
"To renew the annual subscription of £105."
CARRIED unanimously
- (e) Kent Association of Local Councils
Mrs. Cole proposed:
"To renew the annual subscription of £1040-00 plus VAT £208-00 {total : £1,248-00}."
CARRIED 7 in favour, 3 abstentions

6. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mr. Croughton seconded:
"To approve the list of payments (Vouchers 328 - 352) and (Cheque numbers 20417 to 204223) and to note the list of receipts (Voucher 346)."
CARRIED unanimously

7. **INFORMATION REPORT**

The Information Report was noted.

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

8. **STAFF APPRAISAL**

The discussion is contained in a confidential paper.

9.20 p.m. *The Chairman re-opened the Meeting for the Press and Public.*

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

Staff appraisal

Members retiring from the Council:

Mr. Burfield and Mr. Waters will not be standing as Councillors for the next term. On behalf of the Council, Mrs. Cole recorded the Parish Council's appreciation to Mr. Burfield and Mr. Waters (in his absence) for their valued contributions over the years.

10. **DATE OF NEXT MEETING**

18 May 2011 - Annual General Meeting of the Council

The Meeting closed at 9.35 p.m.