

KEMSING PARISH COUNCIL

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Minutes of a meeting of the Parish Council held in the Small Hall, St. Edith Hall, Kemsing, on Wednesday, 15th June 2016 at 7.30 p.m.

PRESENT : Mrs. M. Cole (in the Chair)
Mr. A. Andrews, Mr. D. Bennett, Mr. P. Burfield, Mr. B. Buttifant,
Mr. G. Croughton, Mr. P. Eaton, Mrs. M. Robarts, Dr. P. Walker

IN ATTENDANCE: 4 Members of the Public
Mrs. Y. Tredoux (Clerk)

Mrs. Cole welcomed everyone to the meeting.

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mr. Dawes, Mr. Lang and Mrs. Wedderburn-Day.

2. **DECLARATIONS OF INTERESTS**

Mr. Bennett declared a non-pecuniary interest relating to Item 9(a) as being a member of the Kent Wildlife Trust.

7.32 p.m. *The meeting was adjourned to allow for public participation.*

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

(a) Proposed new scout hut on the Common Field Recreation Ground

Mr. Anthony Hitchens, a Sevenoaks 6th (Kemsing) Scout Group representative briefly described the proposal to replace the old scout hut. Members had received a briefing note dated 12th May 2016 detailing proposal prior to the meeting. The widow of the late Mr. Eric Jones (who had been a Venture Scout leader for many years in Kemsing), asked that both the memorial seat installed and the memorial tree planted in her husband's memory should be protected to prevent accidental damage during the building work. Mrs. Jones, present at the meeting, was assured by Mr. Hitchens that care would be taken. There are many mature trees surrounding the hut for which professional advice would have to be obtained before any work commenced.

7.45 p.m. *The meeting was reconvened.*

4. **DISTRICT COUNCILLORS REPORTS**

There were no reports from the District Councillors.

5. **MINUTES**

Mrs. Cole proposed:

"That the Parish Council approves the minutes of the meeting held on 18th May 2016, Ref KPC/05/2016."

CARRIED unanimously

6. **MATTERS ARISING FROM THE PREVIOUS MINUTES**

(a) Village car park (Minute 13 (a) KPC/05/2016)

The repairs were still awaited.

Members' attention was drawn to the Car Park Working Group meeting report of the meeting held on 29th January 2016 when it was suggested that the possibility of installing a "disclaimer notice" in the village car park should be considered. During a conversation Mrs. Cole had had with a representative from the District Council's Parking and Amenities department, it would appear that disclaimer notices were not enforceable.

- **RESOLVED:** *It was AGREED unanimously that the Parish Council would not install a "disclaimer" notice in the village car park.*

Members considered a request to extend the Car Park Working Group's delegated powers so that the Group could deal with all aspects arising from the ownership of the car park on behalf of the Parish Council.

As the landowner, it is the Parish Council's responsibility to deal with issues relating to the car park on a day to day basis. Extending the Group's remit would enable the Group to manage issues in the short term without the necessity for referral to the full Parish Council. The vagueness of the proposal was questioned.

Mr. Andrews, seconded by Mr. Eaton, proposed:

"That the Group's remit remains as is with no change."

CARRIED unanimously

(b) Bank account signatories – update (Minute 13 (b) KPC/05/2016)

The forms would be available for signature after the meeting.

(c) Emergency Services equipment (Minute 13 (c) KPC/05/2016)

Ongoing – nothing to report.

(d) Parish Councillor Vacancy (Minute 13 (d) KPC/05/2016)

Mrs. Sylvia Jarrett, who was the only applicant, was welcomed to the meeting and gave a short presentation on her interest in becoming a Parish Councillor. Mrs. Jarrett briefly left the meeting and a vote was taken by ballot.

Mrs. Cole proposed:

"That Mrs. Jarrett be co-opted as a Parish Councillor."

CARRIED unanimously

After signing the declaration of acceptance of office, Mrs. Jarrett joined the Councillors at the table.

Mr. Bennett asked the Parish Council to consider excluding the public and press during the discussion of the next item which he deemed was of a confidential nature.

Mr. Bennett proposed, seconded by Mr. Croughton:

"That the Parish Council resolves to exclude the public and press during the consideration of the next item of business as it is deemed confidential."

1 in favour (Mr. Bennett) and 8 against

The proposal FELL.

(e) Lane Nature Reserve Area & Fairfield Close Area (Minute 13 (e) KPC/05/2016)

The report of the Working Group's meeting on held on 23rd May 2016, circulated prior to the meeting, including the Group's recommendations, were noted.

Mr. Andrews proposed, seconded by Mrs. Cole:

"That the Parish Council writes to the residents at 33-39 Park Lane explaining the Parish Council's intention to create an alternative access through the existing fence (subject to discussion with Moat Housing Association who is responsible for the fence);

That a time limit is imposed of 6 months ending on 31st December 2016 before the access will be created thus allowing an opportunity for the residents to secure their properties."

CARRIED 9 in favour, 1 abstention (Mr. Bennett)

Mr. Andrews proposed, seconded by Dr. Walker:

"That the Parish Council obtains a quotation to address the issues with the two birch trees adjacent to the car park (area between Fairfield Close and Park Lane) in the short-term;

That the Parish Council writes to Moat Housing with regards to the fly-tipping on the Parish Council's land."

CARRIED unanimously

A comprehensive discussion ensued over the Group's recommendation to sell the grassed area at the entrance to Fairfield Close and for obtaining outline planning permission with conditions on access. An approval for outline planning permission may be more attractive to a potential buyer. Views opposing and views in favour of the recommendation were voiced. On one hand the Parish Council should protect the village against further development, but on the other, the Parish Council should utilise its assets for the benefit of the community. Kemsing has a need for smaller units such as starter homes for young people and this site may be suitable for such a development. Moat Housing Association may be interested to develop the land. The Parish Council is incurring costs to maintain the area in its current, open space state. Proceeds from the sale of land would generate an income to carry out much needed maintenance work to, for example, the trees on the stretch of land adjacent to the M26 boundary.

Mr. Burfield proposed, seconded by Mrs. Robarts:

"That the Parish Council asks the Moat Housing Association if it is interested in developing the grass area to the East at the entrance to Fairfield Close."

CARRIED 9 in favour, 1 against (Mr. Bennett)

(f) Coppicing work adjacent to Church Lane track and Common Field Recreation Ground (Minute 6 (a) KPC/04/2016

A letter dated 10th May 2016 from Omnicroft (on behalf of The Cleves Management Limited) was noted. It is claimed *"that the use of heavy plant on the driveway during the tree works caused the material of the driveway to be carried away, resulting in large potholes and a generally uneven surface with a large amount of loose material. The condition of the drive has subsequently caused damage to a number of vehicles in the form of punctures and scratches to the body work."*

The Parish Council was asked to repair the alleged damage but no actual evidence thereof had been provided. Three Councillors who had attended the site recently could find no evidence of any potholes. A suggestion that the Parish Council notifies its Insurers of a potential claim was not supported by the other Members. Members recognised that the Parish Council probably did have a responsibility to re-instate the boundary posts and this would be pursued.

- *RESOLVED: It was unanimously AGREED to reply as follows:
"That the re-instatement of the boundary posts work was in hand.
That the Parish Council requires photographic evidence of the alleged damage to the drive and vehicles."*

7. **TRAINING POLICY**

KALC's suggestion for all Parish Councils to implement a Training policy was noted.

8. **GLOBAL ADVENTURE CHALLENGES**

On Wednesday, 8th June 2016 this organisation set up a registration area in the village car park for a cycling event. A third of the car parking spaces were used where gazebos and tables had been erected. No prior permission was sought and occupying that many car parking spaces resulted in chaos and traffic congestion during the school drop off rush hour. It was the second incident of this kind in the past 12 months. The event organiser was approached by a Councillor who was told that consent had been obtained, however, no evidence could be produced. Requesting permission to use the car park during school holidays would probably be looked upon favourably by the Parish Council but not during school term time, and, more specially, not during the morning drop off and afternoon collection times. A suggestion to impose a charge for any future unauthorised use was considered.

- *RESOLVED: The Clerk was instructed to:-
(i) convey the Parish Council's dissatisfaction over unauthorised use of its facilities and its concern of the adverse effect resulting in traffic congestion during the school drop off rush hour;
(ii) advise the organisation that any future unauthorised use of the car park would be liable to charges being imposed on the organisation.*

9. **DONATIONS & SUBSCRIPTIONS**

(a) Kent Wildlife Trust

Mr. Buttifant proposed, seconded by Mrs. Cole:

“That the Parish Council renews the annual subscription of £49.”

CARRIED unanimously

10. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed, seconded by Dr. Walker:

“That the Parish Council approves the list of payments (Vouchers 33 to 50) and to note the receipt (Voucher 7).”

CARRIED unanimously

11. **PARISH COUNCIL WEBSITE**

Kent County Council advised that they were no longer able to provide the website service free of charge as a result of further budget cuts. Parish Councils using this facility would be subject to a monthly charge of £20 as of 1st October 2016 which would include a new upgrade of the site.

The Clerk, who is responsible for updating the website on a regular basis, advised that the Parish Council had been very fortunate to have had benefitted from this free service for more than 10 years. The site was very user-friendly and was fit for purpose. A number of Parish Councils use the facility which is supported by a dedicated service team to assist with all administrative and technical issues.

➤ *It was AGREED to defer this item until the next meeting.*

12. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Andrews proposed, seconded by Mr. Croughton:

“That the Parish Council receives the minutes of the meeting held on 23rd May 2016, Reference P/08/2016.”

CARRIED unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mr. Burfield:

“That the Parish Council receives the minutes of the meeting held on 25th May 2016, Reference RG/03/2016.”

The Parish Council accepted the following recommendation:-

Minute 2(b) – Coppicing and boundary line on land between the Church Lane track and Common Field Recreation Ground:

“That the re-instatement of the boundary line posts be referred to the full Parish Council after having considered The Cleves Management Company’s comments.”

The Parish Council ratified the following recommendation:

Minute 5 – Kemsing Cricket Club

“The Committee agreed to recommend to the full Parish Council to consider renewing the existing agreement for the period May to September 2016.”

CARRIED unanimously

(c) Finance Committee

Mr. Eaton proposed, seconded by Mrs. Cole:

“That the Parish Council receives the minutes of the meeting held on 1st June 2016, Reference F/137/16.”

The Parish Council also approved the following recommendation:

“That the Finance Committee recommends to full Council to rescind its previous decision to investigate options with a view to opening a second bank account, but that the matter would be kept under review.”

CARRIED unanimously

13. **CONSULTATIONS**

There were no consultations.

14. **INFORMATION REPORTS**

(a) Chairman's Report

Park Lane footpath repairs – In response to a resident's request to repair the footpaths in Park Lane to, Kent County Council advised that they did not have any available funds and that they had been directed to only raise KCC intervention level work orders at the moment.

Overgrown vegetation – A number of overgrown hedges had been observed and the Clerk was asked to write to the properties asking residents to check and cut back the vegetation.

(b) Reports from Councillors

Tamarind Fine Indian Dining Restaurant, Dynes Road – Mrs. Robarts had received information confirming that the restaurant had been trading on Sundays, which was against the agreed terms of trading. Mrs. Robarts would refer this to the Planning Committee at its next meeting.

(c) Publications for information

Society of Local Council Clerks – Clerk's magazine (May 2016)

(d) St. Edith Hall Management Committee – End of year accounts

The accounts for the financial year ending 31st March 2016 were noted.

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

16. **DATE OF NEXT MEETING**

Wednesday, 20th July 2016

The meeting closed at 9 p.m.

Signed by Chairman : Date: