

KEMSING PARISH COUNCIL

Clerk's Office, St. Edith Hall, Kemsing, Sevenoaks, Kent, TN15 6NA
Tel & Fax: 01732 762841 E-mail: kemsingpc@tiscali.co.uk

**Minutes of a Meeting of the Parish Council held in the Small Hall,
St. Edith Hall, Kemsing, on Wednesday, 21 July 2010 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, Mrs. W. Ross, Mr. I. Rumgay, Mr. A. Waters,
Mrs. R. Wedderburn

IN ATTENDANCE: 2 Members of the Public
Mrs. Y. Tredoux (Clerk)

APOLOGIES: Mr. P. Eaton, Dr. P. Walker

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

Messrs. Buttifant and Waters declared personal interests relating to Item 2 (e).

1. **MINUTES**

Mrs. Cole proposed from the Chair:

"That the Council approves the Minutes of the Meeting held on 16 June 2010, Reference KPC/06/10, subject to one minor amendment."

CARRIED unanimously

2. **MATTERS ARISING FROM THE MINUTES**

(a) Request from PACT meeting to install speed indicator devices - safer roads (Minute 2(a) KPC/06/10)

In response to the Clerk's request for an update on 7 July 2010, Kent Highway Services replied that the Transportation Team had included funding for an inter-active speed sign in Childsbridge Lane in the 2010/11 budget. Details of the scheme were not yet available.

(b) Parish Council land to the rear of 33,35,37,39 Park Lane (Minute 2(b) KPC/06/10)

Mr. Burfield and the Clerk attended a site meeting with Mr. & Mrs. Willmore and Mr. & Mrs. Hobson on 21st July 2010 to identify the exact position of the boundary of the land currently covered under their personal licences. Both parties agreed on the boundary being a diagonal line between two specific posts and although both licensees did not feel it was necessary to install boundary marker posts, the Council asked Mr. Burfield to install 6 small wooden posts to clearly mark the boundary line between the two plots.

The northern side of the Nature Reserve (currently unlicensed), would have to be maintained by the Council in the same way as the land south of Fairfield Close

RESOLVED: Mr. Burfield to install 6 small wooden posts to clearly mark the boundary line.

(c) BT's proposal for the Council's adoption of red telephone kiosk (Minute 2(c) KPC/06/10)

The completion notice was awaited. Noah's Ark Residents' Association thanked the Parish Council for pursuing the purchase of the telephone kiosk.

(d) Refurbishment of notice board in West End (Minute 8 KPC/06/2010)

Arrangements were being made for the refurbishment work.

(e) Archive Store KHCA (Minute 9(a) KPC/05/10)

The Council noted a letter dated 16th July 2010 from Mr. Banister (Kemsing Heritage Centre Association) regarding the Parish Council's financing of the construction of the archive store.

Mrs. Cole pointed out that the Council had originally agreed "to donate up to £30,000 for the construction of the archive store, provided the KHCA matched this amount." The question of whether the project management fees were included as part of the construction costs was raised and debated.

Mr. Burfield said that the purpose of the original proposal was to assist the KHCA to be in a position to apply for external funding, however, the KHCA did not apply for external funding as originally indicated.

Mr. Banister, (invited to speak by the Chairman), thanked the Council on behalf of the KHCA for the Parish Council's financial contributions towards the construction of the store. Referring to the original proposal by the Council as stated above by Mrs. Cole, Mr. Banister reported that the KHCA had actually raised more than the £30,000 and had made provision to fit out the interior of the store, which would cost around £15,000.

On a separate issue Mr. Banister commented that the KHCA was leasing the land for the archive store from the St. Edith Hall Management Committee and had noticed that a fence had been erected on this land, without prior consultation with the KHCA. Mrs. Cole reported that the St. Edith Hall Management Committee was communicating with the St. Edith Club to remove the fence.

The KHCA Members' efforts in raising funds for the construction of the store were commended by the Parish Council.

Mr. Burfield proposed and Mr. Croughton seconded:

"That the Parish Council includes the architect fees and project management fees with the construction costs, thus enacting the cap of £30,000 as agreed at the Meeting in November 2008."

CARRIED 8 in favour, 2 abstentions [*Messrs. Buttifant & Waters*]

Mr. Burfield was thanked for his involvement with this project.

The Council's Solicitor was reminded that the signed lease had not been returned to the Parish Council. The Solicitor advised that the lease was still with the KHCA's Solicitor who was concluding the transaction. The signed lease would be forwarded to the Parish Council for safekeeping.

3. **COMMITTEE AND OFFICER REPORTS**

(a) Planning Committee

Mr. Dawes proposed and Mrs. Cole seconded:

"That the Council approves the Minutes of the Meeting held on 14 June 2010, Reference P/09/2010."

CARRIED unanimously

Mr. Dawes proposed and Mrs. Cole seconded:

"That the Council approves the Minutes of the Meeting held on 28 June 2010, Reference P/10/2010."

CARRIED unanimously

Mr. Dawes proposed and Mr. Waters seconded:

“That the Council approves the Minutes of the Meeting held on 12 July 2010, Reference P/11/2010.”

CARRIED unanimously

(b) Finance Committee

Mr. Burfield proposed and Mr. Bennett seconded:

“That the Council approves the Minutes of the Meeting held on 28 June 2010, Reference F/118/2010.”

CARRIED unanimously

With reference to Item 10 Mr. Burfield proposed and Mrs. Cole seconded:

“That the Council re-approves the Annual Return with the amended Asset Register figure and that Mrs. Cole and the Clerk be authorised to sign the amended Annual Return.”

CARRIED unanimously

Parish Council Investments

Members considered the Parish Council's Financial Advisor's recommendation (contained in an email dated 14th July 2010) to sell the Gilts currently held with City Asset Management.

With reference to Item 8 of F/118/2010 Mr. Burfield proposed and Mr. Bennett seconded:

“That the Council sell the Gilts and place the money in the Council's higher interest banking accounts and that the Council considers potential projects for which these funds could be used.”

CARRIED unanimously

Mrs. Ross suggested that the Council consider updating both play areas.

Mr. Burfield proposed and Mrs. Cole seconded:

“That the Council determines an amount of money which it proposes to be allocated for the upgrading of the play areas and that the Recreation Grounds Committee is asked to produce plans at the next Parish Council meeting on how they propose to spend the funds.”

After some debate, it was agreed that Councillors would be asked to put forward any other ideas for projects to be considered at the next Parish Council Meeting.

Mr. Burfield withdrew the proposal.

RESOLVED: The Clerk to invite Councillors to put forward suggestions for potential projects, to be considered at the next Parish Council Meeting.

(c) Downland Management Committee

Mr. Bennett proposed and Mr. Burfield seconded:

“That the Council approves the Minutes of the Meeting held on 30 June 2010, Reference DM/02/10, and that the appointment of Mr. Bennett as Downland Management Officer be approved.”

CARRIED unanimously

(d) Report from Chairman

Kent Fire & Rescue Service : The Service Performance Plan 2010.2011 is available at www.kent.fire-uk.org.

Action with Communities in Rural Kent : Councillors are invited to attend a Meeting on 27th July 2010 to discuss the Rural Kent Strategic Plan 2011-2016.

Safer Kent Awards : Unfortunately PCSO Harwood had not been selected for an award this year.

Affordable Housing : National Association of Local Councils explained in the Direct Information Service that plans to make it easier for communities to deliver affordable housing developments without requiring planning permission, will be contained in the forthcoming Decentralisation and Localism Bill.

PACT Meetings : Mrs. Cole understood at the preliminary meeting with SDC that the administrative costs to run the PACT Meetings would be absorbed by SDC. Mrs. Cole reported that this was not the case and that the Council was actually bearing the costs.

The Clerk's time spent at taking Minutes at the PACT meetings was done on a voluntary basis, which the Clerk had accepted.

RESOLVED: That the Council formally agrees to pay the costs relating to administrative tasks for PACT Meetings and that the Clerk is authorised to attend these non Parish Council Meetings as part of her normal duties.

Mr. Burfield asked the Clerk to provide the Council with details of time and administrative costs spend on tasks for the PACT meetings and that these should be itemised within the Council's accounting system.

Sustainable Communities Act : Mr. Michael Fallon MP replied that he did not sign Early Day Motions, but did confirm that he was a strong supporter of the Act.

The Zone summer programme : The Youth Development Co-ordinator at Sevenoaks District Council invited Councillors to visit the activities in their villages to see how the events are undertaken.

(e) Reports from Councillors

Church Hall : Mr Waters reported that the existing plan expected from the Diocese of Rochester was for the existing vicarage to be sold, social housing units to be put in the vicarage garden and for a new vicarage to be built in the field by the Church Hall. This plan appeared to be in jeopardy by the new government's antipathy to back-garden developments, and the fact that the Church had received a substantial legacy that might permit the Parochial Church Council to build a new Church Hall.

Wooden post and rail fence opposite Kemsing Library : Mr. Buttifant reported that Kent Highway Services had accepted responsibility for the fence and a site meeting was being arranged with representatives from Kent Highway Services and the Parish Council.

Safety crash barriers at crossroad (West End/Dynes Road/Childsbridge Lane junction) : Mr. Buttifant said that more and more banners and advertisements are being placed on these railings and that it was very dangerous as it obstructed motorist's vision. Mrs. Cole had investigated this before and understood that the fly-posting should be reported directly to KHS who have a 'Hit-Squad' dealing with the immediate removal of such items. Mrs. Cole asked if a note could be included in The Well magazine, informing residents that it is unlawful to attach banners, etc. on these railings.

Footpath SR 567 : Mr. Croughton reported that the footpath had been resurfaced and that Kent County Council should be commended for the splendid job. Mr. Croughton asked if arrangements could be made for the footpath to be cleared from fallen leaves each Autumn to minimise risks of damage to the new surface.

RESOLVED: The Clerk would make arrangements with a Contractor to sweep the path annually, in the Autumn.

Church Lane : Mr. Rumgay reported that he had contacted Sevenoaks District Council regarding planning condition 15 of the consent granted for the development at the old Youth Hostel site.

The developer had only resurfaced a small part of the unadopted track (limited to the driveway of the new development), leaving the remaining stretch of the track untreated. The track had also suffered tremendous damage from the construction vehicles using the track to and from the development site. Unfortunately Mr. Rumgay had not received a reply from SDC and asked if the Parish Council could provide assistance in progressing the matter.

RESOLVED: The Council to write to SDC, asking them to investigate the possible breach of the planning conditions.

Church Lane (wooded strip adjacent to Common Field) : Mr. Rumgay had noticed that the builders had been digging up the wooded strip (land in ownership of the Council). It is understood that the developer is levelling the area for landscaping, but the digging is affecting the tree roots.

RESOLVED: The Council to write to the developer, informing them that they do not have permission to enter the Council's land.

Fly-posting on traffic signs : Mr. Dawes noted that the developer at the youth hostel site had attached notices on various street signs, giving directions to the site.

RESOLVED: The Council to ask KHS whether permission had been given for this.

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

Bob Banister (School Governor at Kemsing Primary School) asked the Parish Council's support for the school's pupils.

Kemsing Primary School is formally appealing against the admissions policies of Judd, Skinners and Tunbridge Well Boys Grammar Schools, who seem to "cherry pick" pupils in offering placements to their schools. For the past 10 years, some Kemsing pupils who had passed the 11+ exam, had not been offered a Grammar School place, which caused considerable emotional distress for the families involved. Out of area (Kent) from Sussex, Surrey and London pupils are offered places based on their academic abilities.

Mr. Banister said that Mr. Michael Fallon MP and KCC had also made appeals against the admissions policies of these schools which do not disadvantage out of area pupils, but result in Kemsing children being more disadvantaged and the admissions policies should be challenged.

Mr. Waters proposed and Mrs. Cole seconded:

"That the Parish Council supports Kemsing Primary School's appeal to the above schools' adjudicators to amend their admissions policies from 2011/2012 onwards to enable pupils from the Sevenoaks South Partnership Schools (of which Kemsing Primary is part), to be given priority for placements at these schools."

CARRIED 9 in favour, 1 abstention [Mr. Burfield]

5. **DONATIONS & SUBSCRIPTIONS**

(a) Kent Tree Warden Scheme

Members were asked to consider making a financial contribution towards the running costs of this scheme.

RESOLVED: That the request be declined.

6. **REMOVAL OF SAFETY BOLLARD - WEST END**

Members noted comments contained in a letter dated 27 June from a concerned resident regarding the recent removal of the bollard. Mr. Buttifant reported that the matter had been reported to KHS, who are currently in the process of arranging a site visit with the appropriate Highway Inspector to assess the situation.

Mrs. Cole also mentioned that a copy of a letter from the Head Teacher at Kemsing Primary School (Mrs. Eileen Mumford) to PCSO Harwood, had been received. Mrs. Mumford expressed concern regarding school children using the footpath along West End, and in particular the stretch of road in front of the shops, where vehicles are known to mount the pavement to make way for oncoming traffic, which poses a significant danger to people using the footway.

Mr. Buttifant proposed and Mrs. Cole seconded:

"That the two issues above are combined and that a site meeting be arranged with KHS, County Councillor, Mr. N. Chard, Kemsing Primary School, Parish Council and the Police, in an attempt to find a solution to this problem."

CARRIED 7 in favour, 3 abstentions

7. **6th KEMSING FESTIVAL**

The Festival Committee asked the Parish Council to extend its public liability insurance to cover 3 events which are being arranged by the Festival Committee. It was noted that these events (2 Quiz nights and a talk by Mr. Monty Parkin) would be held either in the village hall, church hall or the Pavilion and that all these venues have their own public liability insurance cover for hirers. It was therefore not possible to include these events on the Council's public liability insurance. It was noted that any events planned to take place on Parish Council owned land, should be notified to the Parish Council's insurers.

8. **RURAL ROAD SPEED LIMIT REDUCTION**

A Traffic Management Forum for Parishes in the Ashford Borough was established in April this year to enable parish representatives to come together to talk about how traffic management could be tackled by Parish Councils. A motion would be proposed at the Kent Association of Local Council's Area Sub Committee Meeting on 21 July and the Parish Council is asked to support this by signing the template letter, to be submitted to the KALC's Annual General Meeting in September.

Mrs. Cole proposed from the Chair:

"That the Council does not support the above motion."

CARRIED 9 in favour, 1 against

9. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mrs. Cole seconded:

"That the Parish Council approves the payment list (Vouchers 79, 81-104, 108, 109, 111, 112) and to note the receipt list (Vouchers 78, 80, 105-107, 110)."

CARRIED unanimously

9.32 p.m. Mr. Dawes briefly left the Meeting.

Mr. Burfield reported that the current account balance was running low and proposed, seconded by Mrs. Cole:

"That a transfer of £25,000 is made from the Council's Reserve Fund to the Co-operative Account to cover various projects over the next few months."

CARRIED unanimously

9.35 p.m. Mr. Dawes returned to the Meeting.

10. **INFORMATION REPORT**
The Information Report was noted.
11. **MATTERS TO BE RAISED AT THE NEXT MEETING & GOOD NEWS**
Capital projects.
12. **DATE OF NEXT MEETING**
Wednesday, 18 August 2010.

The Meeting closed at 9.50 p.m.