

KEMSING PARISH COUNCIL

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Minutes of a meeting held in the Small Hall, St. Edith Hall, Kemsing, on Wednesday, 21st October 2015 at 7.30 p.m.

PRESENT: Mrs. M. Cole (in the Chair)
Mr. D. Bennett, Mr. P. Burfield, Mr. G. Croughton, Mr. R. Dawes, Mr. P. Eaton,
Mrs. M. Robarts, Dr. P. Walker, Mr. R. Lang, Mrs. R. Wedderburn-Day

IN ATTENDANCE: 5 Members of the Public [2 people arrived at 8.00 p.m.]
District Councillor Mr. S. Reay
Mrs. Y. Tredoux (Clerk)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr. A. Andrews and Mr. B. Buttifant.

2. **DECLARATIONS OF INTERESTS**

There were no declarations of interest received.

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

There were no questions from the public.

4. **DISTRICT COUNCILLORS REPORTS**

(a) **5 St. Edith Road – (Minute 12 (d) KPC/08/2015**

Mr. Reay had passed the query to the Sevenoaks District Council's Legal Team for further investigation.

Responding to a question whether Mr. Reay had received further information about the recent fatal accident in Pilgrims Way East, Mr. Reay said that he was working with District Councillor Miss L. Stack and County Councillor Mr. N. Chard to improve pedestrian safety along that road. Mr. Reay said that he would welcome the Parish Council's participation in these discussions.

Mr. Reay was thanked for his report and he left the meeting at 7.34 p.m.

5. **MINUTES**

Mrs. Cole proposed:

"That the Parish Council approves the minutes of the meeting held on 16th September 2015, Ref KPC/08/2015."

CARRIED unanimously

It was RESOLVED to defer Items 6(a) to 6(c) and move to Item 6 (d) until after Item 13.

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

Under the Public Bodies (Admission to meetings) Act 1960, the public and representatives of the press were excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

(a) **Old Childsbridge Lane Woodland (Minute 5 (c) KPC/08/2015)**
Please see Minutes after Item 13.

(b) Saturday bus service for Kemsing (Minute 5 (a) KPC/08/2015)
Please see Minutes after Item 13.

(c) Village car park (Minute 5 (b) KPC/08/2015)
Please see Minutes after Item 13.

The meeting was reconvened and opened to the Public and Press.

(d) Village Gateway – Childsbridge Lane (Minute 5 (d) KPC/08/2015)
Mr. Chard's reply was awaited.

(e) Parish Councillor vacancy (Minute 5 (e) KPC/08/2015)
The relevant notices had been displayed on the Parish Council's notice boards and so far three persons have made enquiries.

(f) Footpath between the Memorial Garden and the Green Area (Minute 7 KPC/08/2015)
One quotation had been obtained and another two were being sought.
Mrs. Cole proposed:
"That the Parish Council authorises the Clerk to accept the best value quotation so that the work can be completed."
CARRIED unanimously

(g) Public conveniences (Minute 12 (c) KPC/08/2015)
Mrs. Cole, the Clerk and the cleaner had discussed the new extended opening hours and concerns were raised over previous anti-social behaviour and vandalism incidents. Extending the opening hours would increase the potential risk of similar incidents occurring. Mrs. Cole explained that it was the cleaner, the Clerk and to some extent herself who had to deal with anti-social behaviour and vandalism incidents. The Parish Council was therefore asked to bring forward the closing time to 6 p.m. in the summer.
➤ *RESOLVED: The public conveniences to close at 4 p.m. during the winter and 6 p.m. in the summer. The changes to take effect at the time when the clocks are adjusted in March and October. The Clerk to arrange for a sign to be fitted to the outside of the building displaying the opening and closing times.*

7.40 p.m. *It was RESOLVED to suspend the meeting to allow for public participation.*

A resident commented on the recent accident in Pilgrims Way East and urged Members to formulate a plan to improve safety for pedestrians and also to address the speeding issues along the Pilgrims Way, in particular the stretch between The Chase and Childsbridge Lane where the road widens. Reducing the speed limit or introduction of 'chicanes' was suggested as possible solutions. The resident was thanked and Mrs. Cole reminded Members that the Parish Council had, in the past, been successful in resolving road safety issues with the support of Mr. Chard; for example the installation of the pedestrian crossing at Childsbridge Lane.

7.44 p.m. *The meeting was re-convened.*

7. **ACCIDENT IN PILGRIMS WAY EAST**

Several copies of letters from residents expressing their concern for the safety of pedestrians using this road were noted. It was understood that County Councillor Mr. Chard had already taken up this issue with Kent County Council's (KCC) Highways and Transportation Division but it seemed unlikely that KCC would be able to assist due to the current budget constraints. Members were slightly more optimistic by the interest shown by District Councillor Mr. Reay.

A number of suggestions were made during the discussion such as creating a footpath if property owners would be prepared to give up a small section of land, the introduction of traffic calming measures for example the creation of 'chicanes' which would reduce speeding and improving signage such as : "Slow down – concealed drive ways". The last two suggestions would be appropriate for the stretch of road between the Chase and Childsbridge Lane where the road widens. Chicanes might also help reduce speeding at the village gateway in Childsbridge Lane; however, it may be that traffic calming measure may be subject to the installation of street lights. The Parish Council should consider putting forward comments to the District Council when the Local Transport Plan 2016 was being reviewed. Increased visible Police presence might be helpful to deter speeding but this was unlikely in light of the recent proposed spending cuts.

Members agreed to explore options with a view to finding a suitable solution to the concerns raised. A joint approach by Kemsing Parish Council, Otford Parish Council, District Councillors, County Councillor and KCC was suggested.

- *RESOLVED: That the Clerk organises a meeting and invite the County Councillor, District Councillors, representatives from Otford Parish Council and Kent County Council's Highway Services and Transportation Department in order to explore available options to address the concerns regarding speeding and safety of pedestrians along this road.*

7.55 p.m. The resident left the meeting.

8. CAR PARK LIGHTS AT TENNIS COURT CAR PARK

The sodium lights needed to be replaced and a quotation of £425 for replacing them was accepted.

9. KEMSING WAR MEMORIAL

Historic England informed the Parish Council that they were assessing whether or not to include the Kemsing War Memorial on the List of Buildings of Special Architectural or Historic Interest. The Parish Council was asked to comment on the consultation paper, which unfortunately could not be accessed due to damaged data cables at the Historic England's offices. The deadline for comments was subsequently extended to Friday, 20th November 2015.

- *RESOLVED : This item is deferred to the next meeting.*

10. BUS SUBSIDY

Comments dated 26th September 2015 received from a resident were noted. The Parish Council was asked to comment on the fact that, although the Government had extended the compulsory school attendance by another two years, this had not been extended to cover bus passes to those students. A copy of the comments was also sent to MP Mr. M. Fallon. Although KCC indicated that freedom passes could be used also at weekends, there were no bus services after Saturday afternoons to and from Kemsing until Monday morning.

- *RESOLVED: That the comments were noted. The Clerk to clarify with the local service provider whether freedom passes may be used on the Saturday journeys, i.e. outside of school hours.*

11. APPLICATION OFFERING UNFORESEEN BENEFITS AT THE CROWN PUB, HIGH STREET, SEAL

The Parish Council had no comments to an application for a pharmacy at this location.

12. FLY A FLAG FOR THE COMMONWEALTH – 14 MARCH 2016

Parish and Town Councils are encouraged to take part in this annual occasion by purchasing and raising the Commonwealth flag.

Mr. Eaton proposed, seconded by Mr. Dawes:

“That the Parish Council purchases a Commonwealth flag.”

3 in favour, 5 against, 2 abstentions – *The proposal was NOT carried*

Mrs. Cole proposed

“That the Parish Council raises the Union flag for the Commonwealth on 14th March 2016.”

CARRIED unanimously

13. **SALT BAGS FOR WINTER 2015/2016**

Kent County Council offered Parishes to receive 1 tonne salt bags, which would be delivered and unloaded by a crane. The Parish Council agreed not to take up this offer as there are no suitable storage facilities available and it would also produce difficulties with the distribution of the salt which would have to be supervised by the Clerk. Kent Highway Services, in accordance with their Winter Maintenance policy, would continue to fill the yellow road side salt bins during the winter season.

8.05 p.m. *The Parish Council RESOLVED to close the meeting for the public and press*
[See Item 6(a) – 6 (c)]

Under the Public Bodies (Admission to meetings) Act 1960, the public and representatives of the press were excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business transacted.

Three Members of the Old Childsbridge Lane Woodland Limited were invited to speak to the Parish Council relating to Item 6(a) only. After the statements were received, the members were thanked and left the meeting at 8.23 p.m.

(a) Old Childsbridge Lane Woodland (Minute 5 (c) KPC/08/2015)

The details of the Parish Council's discussion are contained in a separate confidential document.

(b) Saturday bus service for Kemsing (Minute 5 (a) KPC/08/2015)

There was no further information available.

(c) Village car park (Minute 5 (b) KPC/08/2015)

The details of the discussion are contained in a separate confidential document. Negotiations to purchase the car park were still being pursued by the Parish Council.

8.44 p.m. *The meeting was re-opened to the public and press.*

14. **ANNUAL EXTERNAL AUDIT FOR THE YEAR ENDED 31ST MARCH 2015**

The audit was completed and the External Auditor had confirmed that the information contained in the annual return was in accordance with proper practices and that no matters had come to their attention which gave cause for concern that relevant legislation and regulatory requirements had not been met.

- *The conclusion notice of the audit and the right to inspect the annual return would be displayed on the Parish Council's notice boards.*

15. **CONSULTATIONS**

(a) Business rates on public conveniences managed by Parish Councils

The National Association of Local Councils was pressing the Government to exempt Parish Councils from paying business rates on public conveniences. Parish Councils were asked to write to their local MPs and Prime Minister to consider lifting this levy. The Clerk provided the Parish Councillors with a draft letter for consideration.

- *RESOLVED : That the Parish Council approves the Clerk's draft letter to Local MP Mr. M. Fallon, subject to one minor alternation.*

(b) Home Office Consultation – Reforming the powers of Police Staff and Volunteers

The consultation proposed a number of changes to powers held by police staff and volunteers.

- *RESOLVED: The Parish Council noted the above consultation and had no comments.*

(c) National Association of Local Councils – National Improvement Strategy

The aim of the strategy was to ensure local councils had the support and tools to make the most of current and future opportunities and that local communities were supported by strong, resilient and effective councils at all tiers of local government.

- *RESOLVED: The Parish Council noted the above consultation and had no comments.*

(d) Kent County Council (KCC) – Street lighting

KCC is considering converting all its street lights to Light Emitting Diode (LED) technology.

- *RESOLVED: The Parish Council noted the above consultation and had no comments.*

(e) Electoral review of Kent : Further limited consultation for Sevenoaks by the Local Government Boundary Commission

It was proposed to make alterations to the draft recommendations in Sevenoaks following the support for a significantly different division pattern in Sevenoaks, mainly the support for proposals for Swanley division.

- *RESOLVED: The Parish Council noted the above consultation and had no objection to the amendments.*

16. **DONATIONS & SUBSCRIPTIONS**

(a) Victim Support

A letter of appreciation thanking the Parish Council for its financial contribution was noted.

(b) Remembrance Day

The parade was scheduled to take place on Sunday, 8th November 2015 between 10.45 a.m. and 11.45 a.m. The Parish Council was asked to consider a donation towards the wreath.

Mrs. Cole proposed:

“That the Parish Council makes a contribution of £60 to the Kemsing Royal British Legion for the wreath.”

CARRIED unanimously

(c) Noah's Ark Residents' Association

The Parish Council considered a request for a financial contribution towards the running costs for the Christmas event. It was noted that, historically, the Parish Council's contribution was always applied towards the insurance for the event, and *members asked NARA's assurance that the appropriate insurance cover for the event would be acquired.*

- *RESOLVED: that the Parish Council makes financial contribution of £75 towards NARA's insurance for the event.*

(d) Kemsing Over 60's Club

The Club has asked the Parish Council for its annual financial grant.

Mrs. Cole proposed:

“That the Parish Council makes a financial contribution of £200 towards the Kemsing Over 60's Club.”

CARRIED unanimously

17. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed, seconded by Dr. Walker:

“That the Parish Council approves the payment list (Vouchers 146 – 172), including two bank transfers from Bank 1 to Bank 2 for £132-00 and £1139-82 respectively and to note the receipt list (Vouchers 12 to 14).”

CARRIED unanimously

18. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Dawes proposed, seconded by Mr. Croughton:

“That the Parish Council receives the minutes of the meeting held on 14th September 2015, Reference P/14/2015.”

CARRIED unanimously

Mr. Dawes proposed, seconded by Mrs. Cole:

“That the Parish Council receives the minutes of the meeting held on 28th September, Reference P/15/2015.”

CARRIED unanimously

Mr. Dawes proposed, seconded by Mrs. Cole:

“That the Parish Council receives the minutes of the meeting held on 12th October 2015, Reference P/16/2015, and approves the Committee’s recommendation (Item 9(a)) to authorise the Clerk to sign the Sevenoaks District Council’s CIL agreement.”

Mr. Dawes gave a brief summary of the CIL agreement and a discussion took place during which a suggestion was made to ensure that the Parish Council separately identify any CIL funds.

CARRIED unanimously

(b) Downland Management Committee

Mr. Bennett proposed, seconded by Mr. Burfield:

“That the Parish Council receives the minutes of the meeting held on 9th September 2015, Reference DM/03/2015.”

CARRIED unanimously

(c) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mrs. Cole:

“That the Parish Council receives the minutes of the meeting held on 23rd September 2015, Reference RG/05/2015.”

CARRIED unanimously

19. **INFORMATION REPORTS** - *The following information was noted:-*

(a) Kent Association of Local Councils : The Annual General Meeting will take place on Saturday, 21st November 2015.

(b) Chairman’s Report

* *Road Closures* – Pilgrims Way East, Otford would be closed for carriageway patching repair work on 26th October for 5 days between 9.30 am and 4. 30 p.m.

(c) Reports from Councillors

There were no reports received.

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

There were no matters raised.

21. **DATE OF NEXT MEETING**

Wednesday, 18th November 2015

The meeting closed at 9.13 p.m.

Signed by Chairman : Date: