

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, 17 November 2010 at 8.00 p.m.**

PRESENT: Mrs. M. Cole (in the Chair)
Mr. D. Bennett, Mr. P. Burfield, Mr. R. Dawes, Mr. G. Croughton,
Mr. P. Eaton, Mrs. W. Ross, Mr. I Rumgay, Dr. P. Walker,
Mr. A. Waters, Mrs. R. Wedderburn

IN ATTENDANCE: 1 Member of the Public
Mrs. Y. Tredoux (Clerk)

APOLOGIES: Mr. B. Buttifant

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

1. **MINUTES**

Mrs. Cole proposed:

"To approve the Minutes of the Meeting held on 20 October 2010, Reference KPC/10/10."

CARRIED unanimously

2. **MATTERS ARISING FROM THE MINUTES**

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

The inter-active speed sign had been installed and is operative.

(b) The Council's adoption of red telephone kiosk (Minute 2(b) KPC/10/10)

The draft agreement prepared by NARA (Noah's Ark Residents' Association) was approved.

RESOLVED: Clerk was instructed to proceed with the signing of the contract with NARA.

(c) Capital projects (Minute 2(c) KPC/10/10)

St. Edith Hall - Detailed costings were awaited.

Play Areas - Recreation Grounds Committee is in the process of preparing a detailed proposal with costing to be considered at the Parish Council Meeting in January 2010.

Public car park – A response from landowner had not yet been received.

(d) West End – safety issues on footpath (Minute 2(d) KPC/10/10)

The draft parking questionnaire prepared by Kent Highway Services (KHS) for residents in West End to find out the on-street parking requirement was endorsed.

The Clerk would assist KHS with the distribution and collection of the questionnaire.

(e) Joint Kemsing Downs Nature Reserve Management Committee (JMC) - termination of Agreement (Minute 2(e) KPC/10/10)

A response dated 1 November 2010 received from Sevenoaks District Council apologising for the oversight was noted. [See also Item 3(c).]

(f) Request for possible installation of a roundabout at the junction with Dynes Road and Knavewood Road (Minute 2 (g) KPC/10/10)

KHS proposed to introduce 'no waiting at anytime' restrictions to prevent parking near the junction, thus improving the safety for vehicles to turn. Councillors were of the opinion that parked vehicles were not creating a problem and there appeared to be a misunderstanding on KHS's part.

The Clerk reported that she had explained the problem in detail to the Senior Transportation Engineer following the receipt of the proposal for 'no waiting at anytime' restrictions. KHS advised that they would investigate alternative solutions, bearing in mind the site constraints and the limited highway land available.

- (g) Noah's Ark Residents' Association (NARA) - Christmas Tree Event (Minute 6 KPC/10/10)
Members noted the Clerk's report. The Parish Council's Insurance Company agreed to cover the event under the Parish Council's Public Liability Insurance, provided the tree is erected by a competent person and the electrical devices are connected by a qualified electrician who would have their own Public Liability Insurance cover of not less than £5,000,000.
RESOLVED: To inform NARA accordingly. A copy of the electrician's Public Liability Insurance cover to be provided to the Parish Council.

- (h) Kemsing Festival 2011 (Minute 7 KPC/10/10)
A letter from the PCC dated 4 November confirming that the PCC's Public Liability Insurance would cover the proposed service on Nightingale Road Recreation Ground was noted.
Mr. Rumgay proposed and Mrs. Cole seconded:
"That the PCC's request to erect a marquee on the Nightingale Road Recreation Ground on the final Sunday of the Festival fortnight be approved."
CARRIED unanimously

Members noted a letter dated 15 November from the Kemsing Festival Committee confirming that the Committee was hoping to arrange its own insurance for the two events organised by them.

3. **COMMITTEE AND OFFICER REPORTS**

(a) Planning Committee

Mr. Dawes proposed and Mr. Waters seconded:

"To approve the Minutes of the Meeting held on 18 October 2010 Reference P/16/2010."
CARRIED unanimously

Mr. Dawes proposed and Mr. Waters seconded:

"To approve the Minutes of the Meeting held on 1 November 2010 Reference P/17/2010."
CARRIED unanimously

(b) Recreation Ground Committee

Mr. Rumgay proposed and Mrs. Ross seconded:

"To approve the Minutes of the Meeting held on 2 November 2010, Reference RG/04/2010."
CARRIED unanimously

Referring to Item 2 (c), Mrs. Ross said that the basic cost of equipment had been investigated, but it proved difficult to obtain details of removal fees for old equipment, installation fees for new equipment, surfacing, etc. as these require surveys to be carried out. At present the Committee is looking into modernising both play areas with new equipment at an estimated cost of approximately £100,000. The Committee is proposing to ask the Council to consider making available 50% of this cost from the Capital Projects Fund, and to 'borrow' the other 50% from the Reserve Fund, with an agreement to repay this from the precept over 5 years.

A meeting to explore proposals in more detail had been arranged with a Company who design play areas. The aim is to prepare a brief which would then be used to approach various Companies for quotations. It is intended to arrange a presentation at a public meeting when the formal proposals have been drafted.

Mr. Rumgay proposed and Mrs. Ross seconded:

"To revise the Committee's Terms of Reference so that it can meet at least 6 times a year in order to progress issues sooner."
CARRIED unanimously

(c) Downland Management Committee

Mr. Bennett proposed and Dr. Walker seconded;

"To approve the Minutes of the Meeting held on 10 November 2010, Reference DM/04/2010."

Mr. Bennett drew attention to Item 3 (e) – Shrubs and proposed, seconded by Mrs. Cole:

"To remove the two shrubs abutting the hedge near the road junction which obstruct motorists' view."

Mrs. Cole referred to Item 3 (c) and said that the Council should arrange for the wall to be inspected. Mrs. Cole had recently collected several tiles which had come loose from the wall and it is likely that water will now penetrate the wall which could potentially damage the wall structure. This could result in the Council incurring significant costs in the future to repair the wall.

RESOLVED: That a qualified person be asked to inspect the wall to ascertain whether remedial work would be required at this stage and if so, to obtain a quotation for consideration.

Referring to Item 11(a) Mr. Waters pointed out that he regularly collects rubbish in the Haffenden Field area and that a litter bin is needed.

RESOLVED: There is no significant litter problem and therefore a bin would not be installed.

Item 8 (c) - Termination of JMC Agreement : Mr. Bennett proposed, seconded by Mrs. Cole:
"That the Chairman of the Downland Management Committee and the Clerk draft terms of reference for a Kemsing Downs Nature Reserve Advisory Group to take over the functions of the JMC as from 1st April 2011 and to amend the Parish Council's Standing Orders accordingly."

CARRIED unanimously

(d) Report from Chairman

Kemsing Heritage Centre Association (Lease for Archive Store) : The amendments to the lease have now been signed by the Association's signatories.

Kent County Council's "Bold Steps for Kent – Medium Term Consultation" document is available for comment.

Kent County Council's Annual Performance report - Available on the KCC website.

A local resident recently started an osteopathic consultation at Dynes Road Parade and asked if she could make a presentation at a Parish Council Meeting to tell Councillors about her business. Councillors noted this information, but felt that it would not be appropriate for a presentation to Parish Councillors.

(e) Reports from Councillors

Road surface in Childsbridge Lane, Seal - Mr. Bennett asked to report the very poor condition of the road surface in Childsbridge Lane south of the railway bridge.

The Clerk would make a report to KHS.

Pothole in road between Noah's Ark and Seal – Mr. Bennett asked if this could be reported to KHS. *The Clerk would make the report.*

Kent Association of Local Councils(KALC) – Mr. Burfield had attended the Sevenoaks KALC branch meeting where the Leader of Sevenoaks District Council (Mr. P. Flemming) had talked about the financial constraints the District Council currently has to manage. Mr. Burfield had also recently attended the KALC Annual General Meeting where an informative talk was held by Mr. G. Clarke (Minister for Local Communities). It would appear that plans are being drawn up to empower Parish Councils through funding directly from Government.

Tree down on Common Field Recreation Ground – Mr. Rumgay reported that a small tree had been uprooted. Arrangements have been made to remove the tree. Following this incident Mr. Rumgay asked the Council to consider obtaining a tree survey on all Parish Council owned land. A tree survey had been carried out on the Reserve two years ago and it was noted that the rest of Council owned land were being looked after by the Recreation Grounds Committee. The cost for a tree survey would probably be significant and Mr. Rumgay felt that this was not in the remit of the Recreation Ground Committee, however, it was pointed out that the Committee does have a 'tree budget' for such a purpose.

RESOLVED: To obtain details of a tree surveyor to be considered at the next Recreation Grounds Committee Meeting.

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

Hospice in the Weald

Mrs. J. Course had written to the Council inviting the Council to consider financial support to the Hospice in the Weald which is celebrating its 30th Anniversary this year. It was noted that the Parish Council had made donations to Hospice in the Weald in previous years.

RESOLVED: That this request be considered at the Parish Council Meeting in January 2011.

5. **DONATIONS & SUBSCRIPTIONS**

(a) Kemsing Over 60's Club

Dr. Walker proposed and Mr. Waters seconded:

"That the Parish Council makes a donation of £200."

CARRIED unanimously

(b) Sevenoaks & Swanley Citizens Advice Bureau

Mr. Croughton proposed and Dr. Walker seconded:

"That the Parish Council makes a financial contribution of £600."

CARRIED 9 in favour, 2 abstentions {Mr. Bennett & Mr. Burfield}

(c) Demelza (Hospice care for children)

A request for financial assistance was declined.

6. **PUBLIC CONVENIENCES - VILLAGE CAR PARK**

Sevenoaks District Council advised the Parish Council that they are proposing to cease expenditure on all the remaining Council owned public conveniences. Cabinet would make a final decision on 16 December 2010. The Parish Council was asked to consider taking over responsibility and/or ownership of the public conveniences in Kemsing. Members felt that the District Council should honour their 3 year agreement with the Parish Council which commenced in April 2010.

Mrs. Cole understood from District Councillor Miss Stack, who had spoken with Mr. R. Wilson, Head of Environmental and Operational Services, that the agreement with the Parish Council would terminate on 31 March 2011.

RESOLVED: That the Council takes no action until a decision had been made at the Cabinet Meeting on 16 December.

9.12 p.m. *Mr. Rumgay left the Meeting.*

7. **SUSTAINABLE COMMUNITIES ACT**

Correspondence dated 4 November from the National Co-ordinator for 'Local Works' was noted.

RESOLVED: No action.

8. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Dr. Walker seconded:

"That the Council approves the payment list (Vouchers 197,200,201,201-226) and to note receipt list (vouchers 198,199,202,203,215)."

CARRIED unanimously

9. **INFORMATION REPORT**

The Information Report was noted.

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

Revise Standing Orders – *Action required by Mr. Bennett and the Clerk.*

11. **DATE OF NEXT MEETING**

Wednesday, 19 January 2011

The Meeting closed at 9.15 p.m.