

KEMSING PARISH COUNCIL

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Minutes of a meeting held in the Small Hall, St. Edith Hall, Kemsing, on Wednesday, 20 November 2013 at 7.30 p.m.

PRESENT: Mrs. M. Cole (in the Chair)
Mr. D. Bennett, Mr. B. Buttifant, Mr. G. Croughton, Mr. R. Dawes,
Mrs. S. Dickinson, Mr. P. Eaton, Mr. R. Lang, Mrs. M. Robarts,
Mrs. R. Wedderburn

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

APOLOGIES: Mr. A. Andrews & Dr. P. Walker

1. MINUTES

Mrs. Cole proposed: *"That the Parish Council approves the minutes of the meeting held on 16 October 2013, Ref KPC/11/2013"*.

CARRIED unanimously

2. MATTERS ARISING FROM THE MINUTES

(a) Bus shelter at Greenlands Road (Minute 2(a) KPC/11/2013)

A decision from Kent County Council (KCC) was awaited.

(b) Recycling units in village car park (Minute 2(c) KPC/11/2013)

A reply from Sevenoaks District Council (SDC) was awaited.

RESOLVED: That this item be removed from the agenda.

(c) Sevenoaks District Seniors Action Forum (SDSAF)– Public Access Defibrillator (Minute 2(d) KPC/11/2013)

A demonstration meeting took place on Wednesday, 6th November 2013 led by Dr. Steve Plater and Mr. Geoff Parsons from the SDSAF. The best suitable location for the defibrillator offered to Kemsing by SDSAF would be on the West external wall of the Small Hall, St. Edith Hall. The Parish Council, through the Clerk, would take the responsibility for the maintenance thereof.

Mrs. Cole would ask the St. Edith Hall Management Committee to consider giving permission for this.

Consideration to purchase a second defibrillator to be installed at the Western end of the village would be given at a later date. It was suggested to appoint a Parish Councillor to lead a group of volunteers to raise funds for this project. An advertisement inviting residents to put their names forward to form part of such a group would be placed in a future edition of The Well magazine.

(d) Dog fouling on the Common Field Recreation Ground (Minute 7 KPC/11/2013)

The sessions had started some four weeks ago and resulted in a reduction in the number of dog fouling incidents on the Common Field Recreation Ground. The volunteers, Mr. Andrews, Mr. Banister, Mrs. Dickinson and Mrs. Wedderburn were thanked for their efforts. Mrs. Wedderburn said that the sessions would continue until the end of the year. She had also visited Haffenden Field and other areas of the village where leaflets had been handed out to many Parishioners.

Mr. Croughton referred to the "Dog Law" paper prepared by the Local Councils Advisory Service which sets out advice for landowners who experience problems with dog related offences.

Mr. Croughton suggested that the Parish Council considers taking steps against "professional dog walkers" who, on most occasions, take more than 2 dogs onto the land at a time, particularly in view of previous reports received that some of these dogs could not be controlled by the dog walkers due to there being no restriction on the number of dogs that can be taken onto the land at a time.

Mr. Croughton specifically referred to the Dog Control Orders, which can limit the number of dogs which a person may take out.

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

There were no questions from the public and press.

4. **COMMITTEE AND OFFICER REPORTS**

(a) Planning Committee

Mr. Dawes proposed and Mr. Croughton seconded:

"That the Parish Council accepts the minutes of the meeting held on 28 October 2013, Ref No P/14/2013."

CARRIED unanimously

Mr. Dawes proposed and Mr. Croughton seconded:

"That the Parish Council accepts the minutes of the meeting held on 11th November 2013, Ref No P/15/2013."

CARRIED unanimously

(b) Finance Committee

Mr. Eaton proposed and Mr. Bennett seconded:

"That the Parish Council accepts the minutes of the meeting held on 23 October 2013, Ref F/129/2013, and that the Parish Council approves the following recommendation:-

'That the Finance Committee recommends to full Council to grant the request from the SEHMC to transfer a total of £1,500 (Endowment £1,498-94 plus £1-06 interest accrued)."

CARRIED unanimously

(c) Downland Management Committee

Mr. Bennett proposed and Mr. Buttifant seconded:

"That the Parish Council accepts the minutes of the meeting held on 6 November 2013, Ref No DM/04/2013)."

CARRIED unanimously

(d) Report from Chairman

➤ *Parochial Church Council (PCC) request :-*

The PCC was in the process of applying for a temporary road closure order on Christmas Eve, 24th December 2013, from 4 to 5 p.m. for the section of the High Street between the car park entrance going West to the junction with St. Edith Road. The PCC asked permission from the Parish Council to borrow the road closure signs which is used for the Remembrance Parade.

RESOLVED: The Parish Council has no objection to the PCC using the signs. The Clerk to liaise with the PCC for the placement and removal of the signs.

➤ *Childsbridge Lane, Seal – pedestrian improvements :-*

County Councillor Mr. Nick Chard forwarded a map which includes a scheme for improving the facilities for pedestrians to cross over the railway bridge in Seal. The map was noted and there were no comments.

➤ *Certificate of appreciation for Mr. Roy Willmore :-*

The Parish Council agreed to produce a certificate of appreciation to Mr. Willmore in recognition for his hard work and dedication to Kemsing village for the past 33 years. Mr. Willmore was always a willing volunteer in particular with sport such as the cricket and football clubs. Mrs. Cole would present Mr. Willmore with the gift.

(e) Reports from Parish Councillors

➤ *Allotments :-*

Mr. Buttifant was sad to report that there had been a spate of burglaries to sheds at the allotments. The Police had been informed.

(f) Reports from District Councillors

There were no reports received from the District Councillors.

5. **DONATIONS & SUBSCRIPTIONS**

(a) Kemsing Over 60's Club

Mrs. Cole proposed:

"That the Parish Council donates £200 to the Kemsing Over 60's Club for this financial year."

CARRIED unanimously

(b) Kemsing Open Door

Mr. Croughton declared a personal interest as his spouse is the Treasurer of the Kemsing Open Door Committee.

Mr. Buttifant declared a personal interest as being a member of the Open Door Committee.

Mrs. Cole proposed:

"That the Parish Council donates £200 to the Kemsing Open Door for this financial year."

CARRIED 8 in favour, 2 abstentions (Mr. Buttifant & Mr. Croughton).

(c) Christmas tree – Noah's Ark Residents' Association (NARA)

NARA was planning to hold their annual Christmas event this year and asked the Parish Council to consider providing a financial contribution towards their public liability insurance costs.

Mrs. Dickinson declared a personal interest as being a member of NARA.

Mr. Eaton proposed and Mr. Croughton seconded:

"That the Parish Council donates £75 to NARA for this year's Christmas event."

CARRIED 9 in favour, 1 abstention (Mrs. Dickinson)

6. **CONSULTATIONS**

(a) KCC – "Facing the Challenge" Consultation

KCC was considering a major transformation programme as a result of the financial difficulties as well as improving the services they offer. It included a change to top tier management posts and their Directorate structures.

RESOLVED: *The Parish Council noted the papers and has no comment.*

(b) KCC Budget Consultation

KCC needed to find savings of another £273m over the next 3 years if they do not increase Council Tax. They were consulting on their savings of £81m and raising £10m of income through a Council Tax increase of 1.9%.

RESOLVED: *The Parish Council noted the papers and has no comment.*

7. **RISK ASSESSMENT**

The general risk assessment was updated and approved with the following amendment under Recreation Grounds (Page 3):-

"Any damaged play equipment items will be put out of service or removed as soon as practicable."

8. **PUBLIC CONVENIENCES**

The public and press were excluded from this discussion due to the confidential nature of the business to be transacted.

(a) Cleaning and maintenance services

The current cleaning contract expires on 23rd December 2013. Councillors considered a draft Contract of Employment which had been circulated prior to the meeting.

Mr. Croughton proposed and Mrs. Cole seconded:

"That the draft employment contract and remuneration scheme for Mr. Libretto be approved as amended. Mr. Libretto to commence work on 23 December 2013."

CARRIED unanimously

- (b) Proposed replacement of electric water heater
The Parish Council was asked to consider installing a replacement water heater (cost £686-80 excluding VAT).
Mrs. Cole proposed:
“That the Parish Council accepts the quotation as above for the replacement water heater, funds to be paid from the Parish Council’s General Contingency Fund.”
CARRIED unanimously

9. **SUSTAINABLE COMMUNITIES ACT 2007: INVITATION TO TOWN AND PARISH COUNCILS**
The Department for Communities and Local Government (DCLG) asked Parish and Town Councils to submit proposals under the Act.

10. **ACCOUNTS FOR PAYMENT**
Mr. Eaton proposed and Mrs. Wedderburn seconded:
“That the Parish Council approves the list of payments (Vouchers 175-202) and notes the list of receipts (Vouchers 16-21).”
CARRIED unanimously

11. **INFORMATION REPORT – The following information was noted:**
- (a) National Association of Local Councils – Direct Information Service – Issue 820 & 821
 - (b) Kent Association of Local Councils – Parish News – October 2013
 - (c) Campaign to Protect Rural Kent – Kent Voice newsletter – Autumn/Winter 2013
 - (d) Campaign to Protect Rural Kent – Notice of Annual General Meeting – 20 November 2013
 - (e) Clerks & Councils Direct – November 2013 issue {*Attention was drawn to legal matters relating to ‘Dog Law’ which sets out guidelines for dog owners in respect of controlling their dogs in public places.*}
 - (f) Rural Matters – Kent Police newsletter – Autumn 2013
 - (g) Flooding (School Alley) – Copy of letter from a resident to Thames Water regarding flooded sewer in School Alley.
 - (h) Kent Association of Local Councils – copy of letter received from Brandon Lewis (MP) which sets out the Government’s position on referendum principles.
 - (i) Campaign to Protect Rural England – Field work magazine – Winter 2013
 - (j) Campaign to Protect Rural England – Countryside Voice – Winter 2013
 - (k) 6th Sevenoaks Scouts – Letter of appreciation to the Parish Council for approving their request to camp on the Common Field.
 - (l) Society of Local Council Clerks – The Clerk Magazine – November 2013
 - (m) Sevenoaks District Community Safety Partnership – Community Safety Newsletter November
 - (n) Department for Communities and Local Government – Legislative Reform Order was raised to abolish the 2 signature rule that prevents Local Councils from using electronic payment methods.
 - (o) Anne Barns (Kent Police & Crime Commissioner) - Invitation to attend 'Saving Visible Community Policing' conference – Friday, 6th December 2013.

12. **MATTERS TO BE RAISED AT THE NEXT MEETING & GOOD NEWS**
There were no matters discussed.

13. **DATE OF NEXT MEETING**
15th January 2014.

The meeting closed at 8.30 p.m.

Signed : Chairman

Date :