

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 held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 21 January 2009 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 [arrived 8.25 p.m.], Mr. I. Rungay,
Mr. S. Smith, Mr. A. Waters

IN ATTENDANCE: Mrs. Y. Tredoux (Clerk)

APOLOGIES: Dr. P. Walker
District Councillor Miss L. Stack

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

The Chairman opened the Meeting and wished everyone a Happy New year.

1. MINUTES

Mrs. Cole proposed:

"That the Parish Council approves the Minutes of the Meeting held on 19 November 2008, Reference KPC/11/08, previously circulated."

CARRIED unanimously

2. MATTERS ARISING FROM THE MINUTES

- (a) Barnfield Crescent – Retained Housing Estate Land (Minute 2 (a) KPC/11/08)
Sevenoaks District Council (SDC) advised that the transfer had been completed on 21 November 2008. The Parish Council was asked to consider including this open space in the Parish Council's Public Liability Insurance. Mrs. Cole proposed:
"That the Parish Council's Insurance Company be asked to supply a quote for the additional land to be included under the Parish Council's Public Liability Insurance."
CARRIED unanimously
- (b) Pedestrian Crossing - Junction Childsbridge Lane, Dynes Road & West End (Minute 2 (b) KPC/11/08)
County Councillor Mr. N. Chard advised that funding was in place and that construction was likely to take place within the next 6 months. *The Clerk was asked to obtain details of the proposed scheme.*
- (c) Leisure plots 184 & 185 (Minute 2(d) KPC/10/08)
A copy of the Land Registry plan showing the positions of the two plots had been received. Members noted letters dated 5 and 16 January 2009 from Knocker & Foskett Solicitors. *It was agreed that payment of £200 be forwarded to the Solicitors in respect of the purchase monies.*
- (d) Review of the Kemsing Play Areas (Minute 2(d) KPC/11/08)
Mr. Rungay suggested some changes to the questionnaire.
RESOLVED that Mr. Burfield would amend the questionnaire in time for the Clerk to distribute copies on Friday, 23 January 2009 to the following locations: Kemsing Primary School, both Post-Offices, Kemsing Library, Kemsing Newsagent, Sir Mark Collet Pavilion, St. Mary's Church Hall, St. Edith Hall and the Parish Council's

website. Mr. Rumgay would distribute copies to visitors to the Common Field Playground.

(e) Archive Store KHC (Minute 2(e) KPC/11/08)

The application for Building Regulations had been deposited with Sevenoaks District Council and tender documents had been sent out. Mr. Burfield reported that, as Chairman of the St. Edith Hall Management Committee, he had been involved in drawing up a draft lease between the Parish Council and the Kemsing Heritage Centre Association (KHCA), which met the approval of the KHCA.

Mr. Burfield proposed and Mr. Bennett seconded:

"That the Parish Council gives permission for the draft lease to be forwarded to the Parish Council's Solicitors."

CARRIED unanimously

A letter from Mrs. E. Cole dated January 2009 thanking the Parish Council for their financial support, had been noted.

(f) Paragliding from Green Hill (Minute 2(f) KPC/11/08)

The Parish Council's Insurers confirmed that, provided the Parish Council had proof of the Public Liability cover of the Hang Gliding Club, they would insure the Parish Council for Public Liability, subject to the terms, conditions and exclusions of the Policy and the Limit of Indemnity. The Clerk reported that the Club's Insurance document had expired at the end of December 2008. A valid document had been requested.

(g) 6th Sevenoaks Scout Hut - Common Field (Minute 2(e) KPC/11/08)

Mr. C. Arnold advised the Clerk in writing that he had been in discussions with an architect to obtain drawings and more details which would be referred to the Recreation Grounds Committee, probably in March 2009.

(h) Application for Pharmacy in the vicinity of Dynes Road (Item 7 KPC/11/08)

Matrix Primary Healthcare Limited had withdrawn their appeal.

(i) Request to improve safety for pedestrians crossing Childsbridge Lane at Childsbridge Lane Farm (Item 9 KPC/11/08)

Kent Highway Services replied that the informal pedestrian facility (dropped kerb to cross Childsbridge Lane at the entrance of the development) and the clear visibility for motorists in both directions, provided a safe crossing means for pedestrians using the built footway. The Clerk reported that Seal Parish Council had referred this request to the Operations Manager at Kent Highway Services, who advised that this request would be considered after completion of the pedestrian crossing scheme in Childsbridge Lane.

Mr. Bennett proposed and Mr. Waters seconded:

"That the Parish Council takes no further action."

CARRIED 9 in favour, 1 abstention

3. **COMMITTEE AND OFFICER REPORTS**

(a) Planning Committee

Mr. Dawes proposed and Mr. Waters seconded:

"That the Parish Council approves the Minutes of the Meeting held on 1 December 2008, Reference P/18/2008, previously circulated."

CARRIED unanimously

Mr. Dawes briefly outlined a recent Licensing application received for a business in Chaucer Business Estate, which had been discussed at the Planning Committee Meeting on 12 January 2009.

Mr. Dawes drew Members' attention to an unauthorised vehicle "cross-over" noticed in Castle Drive.

(b) Finance Committee

Mr. Burfield proposed and Mr. Croughton seconded:

"That the Minutes of the Meeting held on 10 December 2008, Reference F/113/08, previously circulated, be approved."

CARRIED unanimously

Precept (Item 6)

Mr. Burfield proposed and Mr. Croughton seconded:

"That the recommendation from the Finance Committee for a precept of £70,000 for the year 2009/10 be adopted."

CARRIED unanimously

(c) Report from Chairman

Resignation: Mrs. Cole advised Members that Mrs. K. Kelly resigned from the Parish Council due to a change in personal circumstances. Councillors expressed their appreciation for Mrs. Kelly's involvement with the Parish Council, and in particular with the Playground Sub-Committee. Mrs. Kelly indicated that she would like to continue to be involved with this Committee. *The Clerk to convey the Parish Council's appreciation and good wishes for the future.*

Senior Christmas Dinner: The Oaks Christmas Steering Group thanked the Parish Council for the donation last year towards the Senior Christmas Dinner event.

Off-Street Parking Places: SDC advised that there would be an amendment No.1 to Order 2009, which would affect the public car park in Kemsing. The Clerk was advised that this was not to introduce any charges, but that the car park would now be included in the Order to give SDC the ability to take legal action and take control over, for example, unauthorised vehicles, such as caravans, and to control camping, etc.

Tree Preservation Order Notice: Formal notice was received (Tree Preservation Order No.3, 2009) which applied to a Birch tree in 17 Orchard Way, Kemsing.

Proposed closure of public conveniences in Kemsing car park: SDC asked the Parish Council to consider the transfer of the convenience to the Parish Council, following a decision made by the Cabinet Meeting in December 2008 to close several of the Council owned public conveniences in the District. The Parish Council was very concerned about the proposed closure and the effect it would have on people using the facility, such as school children visiting Kemsing on field trips, walkers, tourist visitors to the village, children and parents using the playground, people attending the Church for funerals and weddings and of course Kemsing residents.

The Clerk was asked to convey this concern to SDC. It was also agreed that a statement would be sent to the Sevenoaks Chronicle. Statements from both District Councillors were noted.

RESOLVED: That this item be put on the 18 February Agenda to consider further.

Christmas tree: Members thanked and complimented Mrs. Cole for arranging the Christmas tree. *The Clerk was asked to write to Mr. & Mrs. Elliot, thanking them for providing the electricity supply for the Christmas tree lights.*

SDC Young Volunteer Award: SDC was asking for nominations for young people who made a difference in the community. Application forms would be available in the Clerk's Office.

(d) Reports from Councillors

Mr. Buttifant reported that St. Clere Estate staff had asked for a salt/grit bin to be installed. Several accidents had occurred on the road at St. Clere Estate recently. The Clerk advised that Kent Highway Services had confirmed that the Parish Council should be providing the bin. The Clerk pointed out that the Parish Council did not have a specified power to spend funds on salt bins, and that it was the responsibility of KHS to provide and maintain salt/grit bins as categorically stated on their website. The Clerk also sought advice from Kent Association of Local Councils, which was noted at the Meeting.

Mr. Bennett proposed and Mrs. Cole seconded:

"That the Parish Council declines this request."

CARRIED 8 in favour, 2 abstentions

4. **REQUESTS FOR DONATIONS & SUBSCRIPTIONS**

(a) Byway & Bridleway

Mrs. Cole proposed:

"That the Parish Council renews the annual subscription of £35."

CARRIED unanimously

(b) Kent Men of Trees

The Parish Council was asked to consider renewal of the annual subscription of £25, but this was declined.

(c) Campaign to Protect Rural England

[Mr. Bennett declared a personal interest.]

Mrs. Cole proposed:

"That the Parish Council renews the annual subscription of £29."

CARRIED 9 in favour, 1 abstention

(d) Rural Services Network

Members considered membership of the non-profit making organisation, established to argue the case on behalf of rural services and the financial provision to them, network and seek to establish and promote best practice.

Mr. Bennett proposed and Mrs. Cole seconded:

"That the Parish Council declines this request."

DEFEATED 3 in favour, 5 against, 2 abstentions

Mr. Croughton proposed and Mr. Burfield seconded:

"That the Parish Council subscribes to the Rural Services Network at an annual subscription fee of £60 for one year, to be reviewed thereafter."

CARRIED 5 in favour, 3 against, 2 abstentions

5. **CONSULTATION - COMMUNITIES IN CONTROL : REAL PEOPLE, REAL POWER: CODE OF RECOMMENDED PRACTICE ON LOCAL AUTHORITY PUBLICITY**

The Department of Communities and Local Government invites comments on the content of the Code of recommended practice on local authority publicity. *Members approved Mr. Bennett's draft response, previously circulated.*

6. **FREEDOM OF INFORMATION ACT - PUBLICATION SCHEME**

The Information Commissioner's Office advised that the existing publication scheme expired on 31 December 2008 and that it is the duty of every public authority to adopt and maintain a publication scheme. Publication schemes facilitate the proactive

release of information. *It was agreed that the model scheme be adopted and that the Clerk would complete the guide to information.*

7. SUSTAINABLE COMMUNITIES ACT - UPDATE

The Local Works advised that the Sustainable Communities Act could not be used unless principal authorities (District, Borough and County Council) choose to use it too. Mr. Dawes proposed and Mr. Croughton seconded:

"That SDC be asked to pass a resolution to use the Sustainable Communities Act."
CARRIED 9 in favour, 1 abstention

8. TRADING STANDARDS - ALERT MESSAGES

Members considered a letter dated 22 December 2008 from Kent County Council Trading Standards advising that the Trading Standards maintained the "TS alerts email messaging system", with the main purpose to warn residents of the activities of doorstep criminals who operate in Kent and to raise awareness of current scams.

The Parish Council was asked to contribute to this network and display these messages on public notice boards, which was agreed.

Mr. Burfield suggested that copies of these messages be passed to the Over 60's Club members.

9. REQUEST TO PLANT A TREE IN THE WAR MEMORIAL GARDEN (Item 3 (d) KPC/10/08)

The Clerk had written to Mr. Stuart-Williams' daughter (Mrs. C. Blackman) in response to the request to plant a tree in The Well area in memory of her parents, Jean and Patrick Stuart-Williams. In response to the Clerk's letter, Mrs. Blackman wrote back asking the Parish Council to consider giving permission for a tree to be planted in the War Memorial garden, east of The Well area (adjacent to The Bell Public House).

It was agreed that the Parish Council did not wish for more trees to be planted in the Well area at this time. If the situation changes Mrs. Blackman would be contacted.

10. ROYAL BRITISH LEGION- REMEMBRANCE DAY PARADE 8 NOVEMBER 2009

The Hon. Secretary of the RBL Kemsing branch advised that The Act of Remembrance and the Parade should be covered by the local Council's Public Liability Insurance.

The Clerk sought advice from Kent Association of Local Councils which was presented at the Meeting.

Mr. Croughton proposed and Mrs. Cole seconded:

"That the Parish Council gives an annual grant to the Kemsing Royal British Legion to assist with the cost of public liability insurance for the Remembrance Day Parade."

CARRIED unanimously

11. POLICING KENT 2009/10 SURVEY

Kent Police Authority had invited comments on the questionnaire setting out the options for increases in the police precept. Two options were available. Option 1 (Increase by 2.5%) would not allow for any growth or further service improvements, and if maintained at this level of increase in subsequent years, would almost certainly require significant reductions in policing numbers, and Option 2 (Increase by 5%), which would allow for further progressive service improvements over the next three years. *It was agreed that the Parish Council would not reply.*

12. BUSINESS REQUIRED BY STATUTE

12.1 Annual Return

The Audit Commission approved the Annual Return for the financial year ending 31st March 2008, and public notices had been displayed.

12.2 Annual Parish Meeting

The Annual Parish Meeting would be held on Wednesday, 18th March 2008.

The Clerk had produced a draft notice, which would be completed and circulated in time for consideration at the February Parish Council Meeting.

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

There were no questions from Members of the Public or Press.

14. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mrs. Cole seconded:

"That the Parish Council approves the payment list (Vouchers 249 to 303) and note the receipt list (Vouchers 250, 251, 252, 255, 268, 279)."

CARRIED unanimously

15. **INFORMATION REPORT**

The Information Report was noted and the papers referred to, were laid on the table.

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

(a) Downland Management Committee Minutes of Meeting held on 26 November 2008 to be approved.

(b) Proposed closure of public conveniences at Kemsing car park.

17. **DATE OF NEXT MEETING**

18 February 2009

The Meeting closed at 9.40 p.m.