

**KEMSING PARISH COUNCIL**

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,  
on Wednesday, 15 July 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, Mr. I. Rumgay,  
Dr. P. Walker, Mr. A. Waters

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

APOLOGIES: Mr. P. Eaton

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

1. **MINUTES**

Mrs. Cole proposed:

*"That the Minutes of the Meeting held on 17 June 2009, Reference KPC/06/09, previously circulated, be approved."*

*CARRIED* 8 in favour, 2 abstentions

2. **MATTERS ARISING FROM THE MINUTES**

(a) Pedestrian Crossing (Minute 2(a) KPC/06/09)

The installation of the beacons and approach signs had commenced.

*Kent Highway Services (KHS) would be reminded that EDF had not yet connected the electricity and the shields had not been placed on beacons.*

(b) Archive Store KHC (Minute 2(b) KPC/06/09)

*Mr. Waters and Mr. Buttifant declared personal interests.*

Mr. Burfield reported that both the Parish Council and the Kemsing Heritage Centre had received the final draft land lease and that he had discussed it with Mr. Banister (KHC representative). The St. Edith Hall Management Committee (SEHMC) had also noted the contents of the draft lease and had no objections. The annual rent is calculated at 1% of the open market rent (current commercial value approximately £2,000 per annum), i.e. £20 per year. The contractual term of this lease will be 50 years and at the end of the term the property shall be returned to the Landlord (Parish Council). The issue of insurance cover for the property was raised and Mr. Burfield explained that, should the Parish Council consider it impossible to reinstate the property following damage or destruction, the Parish Council may terminate the lease. In this case the proceeds from the insurance settlement would be paid as to 1/50<sup>th</sup> for each whole year of the term remaining unexpired lease to the KHC and as to the balance by the Landlord.

*8.10 p.m. The Meeting was suspended and Mr. Banister was invited to speak.*

Mr. Banister said that the KHC's Solicitor had not had a response to previous correspondence sent to the Parish Council's Solicitor and pointed out the KHC's concern with regard to the Insurance. Mrs. Cole had contacted the St. Edith Hall's Insurance Agent, (*Swinton Commercial formerly Lawrence Insurance group*) who confirmed that the new building would be covered in the same way as the St. Edith Club and The Cottage. Written confirmation from the Insurance Agent is awaited.

*8.15 p.m. The Meeting was re-convened.*

Mr. Burfield proposed and Mr. Croughton seconded:

*"That the Parish Council approves the draft lease and that Mrs. Cole, Mr. Burfield and Mr. Croughton be appointed as signatories to the lease on behalf of the Parish Council."*

*CARRIED 8 in favour, 2 abstentions (Mr. Waters and Mr. Buttifant)*

Confirmation was received from the National Association of Local Councils supporting the initial stance by the Parish Council, i.e. that a loan could not be made to the KHC.

(c) Proposed closure of public conveniences in Kemsing car park (Minute 2(c) KPC/06/09)

Mrs. Cole received several comments from Parishioners to ask the Parish Council to do everything it can to keep this service open.

Mr. Burfield stated that the Finance Committee had discussed this in detail and that the Committee Members felt that the Council should reject Sevenoaks District Council's request for the Parish Council to take over the operating costs of the public conveniences.

Mr. Burfield proposed and Mrs. Cole seconded:

*"That Sevenoaks District Council (SDC) be informed that the Parish Council cannot enter into an agreement, committing to a variable figure in relation to operating costs, however, the only option for the Parish Council is to offer a fixed annual figure (sum to be confirmed at a later Meeting) and that KCC be asked to part-fund this service."*

(d) Park Lane Play Area (Minute 2(d) KPC/06/09)

A letter was sent to one of the owners of the land and a reply was awaited.

(e) Village sign (Minute 2(e) KPC/06/09)

The refurbished village sign was installed on the new post.

*Members wished to record their appreciation to Mr. McIntyre for refurbishing the sign.*

(f) Request from PACT meeting to install speed indicator devices - safer roads (Minute 2 (f) KPC/06/09)

A response from Kent Highway Services was awaited.

(g) SDC CCTV in Village Car Park (Minute 2(g) KPC/06/09)

Sevenoaks District Council advised that, after considering the Parish Council's request to join the District Council's CCTV scheme, the conclusion was made that they did not have existing fibre in the area to transmit any signals from Kemsing to the CCTV control room in Sevenoaks.

Mr. Waters proposed and Mr. Rumgay seconded:

*“That the Council informs Sevenoaks District Council that it is interested in taking the matter forward given the importance of the village car park and the fact that the car park is leased by Sevenoaks District Council.”*

*CARRIED 8 in favour, 2 against*

(h) Parish Council land to the rear of 33,35,37,39 Park Lane (Minute 2(h) KPC/06/09)

A site meeting was carried out by Tyrrells Fencing on 7 July and an estimate of £770 for the fence work was noted. Mrs. Cole said that for the line of the fence to follow the agreed boundary on the Plan, it would be necessary for overgrown sections to be cleared.

In June 1966 the Parish Council gave a personal Licence to the owners of the above properties to occupy Council owned land ancillary to their properties for the purpose of a garden. At the November 2007 Parish Council Meeting, in an attempt to secure the Parish Council's land, the Council agreed to withdraw these licences by giving notice of termination to the occupiers of No's 33, 35 and 37, and to provide a new licence (covering the land ancillary to all the above properties) to the owner of No.39 following a planning application submitted by Kentmere Homes, which included the Parish Council's land. The owner of No. 37 wrote to the Parish Council on 19 June 2009 asking for an explanation as to why their licence had been withdrawn and why one resident was given preferential treatment by the Parish Council.

*8.35 p.m. The Meeting was closed and the public was invited to speak.*

Mrs. F. Hobson said that she had previously used the land in the same way as the other resident and asked the Council to consider the points raised in her letter.

*8.45 p.m. The Meeting was re-convened.*

Although the Council had sympathy with Mrs. Hobson, the Parish Council could not expose its land to risk, following the approved proposals to develop the adjacent site. (No's. 31, 33, 35 & 37 Park Lane).

Mrs. Cole proposed:

*“That the Parish Council does not make any changes to the existing licence to Mr. Willmore and that the Parish Council accepts the estimate of £770 for the fencing work to proceed.*

*3 in favour, 5 against, 2 abstentions*

*The proposal FELL*

*It was agreed that a site meeting would be arranged with the residents concerned. Mr. Dawes and Dr. Walker were appointed to represent the Council at this Meeting and report back the full details to the Council at its next meeting.*

(i) M26 Resurfacing (Minute 5(a) KPC/06/09)

In response to the Council's letter, Mr. Michael Fallon MP would continue to press the Highways Agency for an earlier programme of works.

(j) Parking at the junction of West End and St. Edith Road (Minute 5(b) KPC/06/09)

Members noted the Clerk's Report dated 1 July. Following discussions with KHS the Clerk advised that KHS did not consider installing double yellow lines, but that motorists should be educated not to park within 10 metres of a junction. PCSO Harwood had informed the Head Teacher at Kemsing Primary School to notify parents accordingly.

A suggestion was made to install a “dog bone” or “pull-in-space” in front of the driveway of the property ‘Castle Bank’, which might alleviate the problem slightly. KHS advised that requests for “dog bones” should be directed to Lorna Day, Parking Manager at KCC for consideration. It was very likely that the Parish Council would have to fund the installation of the “dog bone”.

Dr. Walker proposed and Mr. Waters seconded:

*“That permission be sought from KCC to install the “dog bone”.*

*CARRIED 8 in favour, 2 abstentions*

### 3. **COMMITTEE AND OFFICER REPORTS**

#### (a) Planning Committee

Mr. Dawes proposed and Mrs. Cole seconded:

*“That the Parish Council approves the Minutes of the Meeting held on 15 June 2009, Reference P/08/2009, previously circulated, and that Mr. Dawes be appointed as Chairman and Mr. Waters be appointed as Vice-Chairman of the Committee.”*

*CARRIED unanimously*

Mr. Dawes proposed and Mr. Waters seconded:

*“That the Parish Council approves the Minutes of the Meeting held on 29 June 2009, Reference P/09/2009, previously circulated.”*

*CARRIED unanimously*

#### (b) Finance Committee

Mr. Burfield proposed and Mr. Croughton seconded:

*“That the Parish Council approves the Minutes of the Meeting held on 24 June 2009, Reference F/115/09, previously circulated.”*

*CARRIED unanimously*

*Mr. Burfield reported on to the following recommendations:-*

#### **Item 8**

*“To transfer £50,000 from the Alliance & Leicester account to the Standard Life Investment Account.”*

*CARRIED unanimously*

#### **Item 9**

*“That the Finance Committee proposes that £2,500 is available for a contribution towards the Youth Worker’s salary and that the Youth Worker be invited to the next Parish Council Meeting to give a presentation of the activities over the past year and his plans for the future.”*

*CARRIED unanimously*

#### **Item 10**

Mr. Bennett advised that the grazing project would be funded by grants from Kent Wildlife Trust and Natural England. The Parish Council was asked to commit a contribution of £3,000 towards the shortfall between the estimated cost and the expected grants. Mr. Burfield warned that grant monies might only be paid out after completion of the project.

Mr. Burfield proposed and Mr. Bennett seconded:

*“That the Council agrees to commit up to £3,000 from the Reserve Fund as its contribution for the capital work on Whiteleaf Down, subject to written assurances from the other parties to confirm the grant funding to the Parish Council.”*

*CARRIED 9 in favour, 1 against*

**Item 11**

*“That the Finance Committee is of the opinion that an expenditure of £3,440, if put forward this year, is likely to see an increase in Precept next year of up to £5,000 to prevent a significant reduction in the Council’s Reserves, and that resurfacing of the Tennis Court car park may be carried out under this condition.”*

CARRIED unanimously.

*It was agreed that £10,000 would be transferred from the Alliance & Leicester account to the Co-op Account.*

(d) Report from Chairman

**Mr. Simon Smith had resigned from the Council.** The Council wished to record its appreciation for his contribution. *The Monitoring Officer at Sevenoaks District Council would be advised accordingly.* Following Mr. Smith’s resignation, a vacancy occurred for a Parish Council representative on the Pavilion Committee. *Mr. Burfield offered to take up this position.*

Kemsing Primary School had awarded the John Allen Shield to Callum King and it was presented to him by Mrs. Cole together with an individual shield from the Chairman.

**A thank you card from the Year 5 students (Kemsing Primary School)** in response to the Parish Council’s donation for the French trip, was seen by members.

Sevenoaks District Council has made trees available for individuals, schools and community groups across Sevenoaks as part of the **Kent Free Trees Scheme**.

Kent Downs Area of Outstanding Natural Beauty Unit offers a **Countryside Day at Godmersham Park on Friday 31 July**.

An email from Sevenoaks District Council regarding availability of **grant schemes managed through KCC’s Sevenoaks Local Board**, was noted.

**Action with Communities in Rural Kent** Parish Plan take-up survey results were noted.

Members were invited to attend the **Sustainable Community Plan 2010-2013 Workshop** at Sevenoaks District Council Offices on Tuesday 28 July.

(e) Reports from Councillors

Highways Officer, Mr. Buttifant made the following report.

New signage for the **North Downs Way National Trail** will commence before March 2011. The aim is to replace the existing plastic fingers on wooden posts with new carved oak fingerposts.

A copy of a letter from KHS to a resident who wrote to KHS **regarding the surface of Pilgrims Way East**, was noted. KHS advised that, at this stage, Pilgrims Way East does not appear in the scheme lists for 2009/10 and 2010/11, however safety inspections are carried out every 6 months.

A formal complaint was sent to KHS with regard to the **poor service in relation to the replacement of various road signs in Kemsing**, following a report from KHS that the Signs and Lines Team was 9 months behind schedule. KHS apologised for the delay in replacing the signs. The KHS implementation of their New Ways of Working was taking a long time, but they are dealing with the requests as quickly as possible.

4. **DONATIONS & SUBSRIPTIONS**

5. **YOUTH SHELTERS**

Members noted the Clerk's report dated 6 July in response to reports from residents regarding the bad behaviour of young people using the shelters. Mr. Rumgay said that the anti-social behaviour incidents occurred almost every weekend and suggested that the Police concentrate on doing spot-checks on Saturday evenings. These incidents had been reported to PCSO Harwood and Mr. Chris Hennis (Play Place), who are taking the matter very seriously. A meeting is being arranged with Mrs. Ross, Mr. Hennis, PCSO Harwood, the Rev. James Oakley and 5 young people, to discuss how the young people's behaviour is affecting other people and to try to resolve the issues.

6. **DRAFT STATEMENT OF LICENSING POLICY FOR THE GAMBLING ACT 2005 - REQUEST FOR COMMENTS**

The Parish Council had no comment on the draft document.

7. **REQUEST FOR SALT BIN IN DYNES ROAD OPPOSITE SHOPS (Refer Minute 10 KPC/06/09)**

Kent Highway Services advised that they were undertaking a review of the Winter Service Policy, which included the provision of additional salt bins. It was hoped that the review would be completed within the next two months. Until completion of this review, any requests for salt bins would be declined.

8. **WOODEN POST AND RAIL FENCING ALONG WEST END OPPOSITE LIBRARY**

A revised quote had been requested and details were awaited.

9. **HEAVERHAM ROAD - REQUEST FOR TRAFFIC CALMING**

Correspondence from the Bumble Bees Day Nursery expressing concern regarding the safety of toddlers and their parents using the pathway between the public car park and the Sir Mark Collett Pavilion, was noted. The Nursery requested the Parish Council's support for speed calming on Heaverham Road, beyond the tennis court car park and the move the 30 mph speed limit on Heaverham Road further out of the village to a point beyond the tennis court car park entrance.

Generally, Members supported the request, although some Members felt that moving the 30 mph speed sign would not effectively resolve the problem of speeding and that enforcing the speed limit would be very difficult.

The Tennis Club had been asked to cut back their hedge alongside the footpath. *The Common Field boundary hedge at the eastern side of the car park, is the responsibility of the Parish Council and would be trimmed back to improve the sight line for drivers.*

Mrs. Cole proposed:

*"That the Parish Council support the request to move the 30 mph speed sign back to the property named 'Chart Stud Farm'."*

**CARRIED 7** in favour, 3 against

10. **OLD CHAPEL SITE – ST. EDITH ROAD**

Members noted that the property was very overgrown and an eyesore in the Conservation Area.

*It was agreed that a letter would be sent to the landowner seeking co-operation in the improvement of the appearance of this piece of land in keeping with its prominent position in a Conservation Area.*

11. **BUSINESS REQUIRED BY STATUTE**

None.

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

Questions from Members of the Public were taken elsewhere during the Meeting.

13. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mr. Croughton seconded:

*"That the Council approves the payment list (Vouchers 79 to 101)."*

*CARRIED* unanimously

14. **INFORMATION REPORT**

The Information Report was noted.

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

Mr. Croughton was pleased to announce that a new 2 hourly (day and evening) coach service from Sevenoaks to Gatwick Airport, had been introduced. *It was agreed to publicise this service on the Parish Council's website, Kemsing Library and the Well Magazine. Mr. Croughton offered to send a report to Highland Printers to be included in the Local Advertiser.*

16. **DATE OF NEXT MEETING**

19<sup>th</sup> August 2009.

The Meeting closed at 9.55 p.m.