

**KEMSING PARISH COUNCIL**

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,  
on Wednesday, 17<sup>th</sup> October 2007 at 8.00 p.m.**

PRESENT: Mrs. M. Cole (in the Chair)  
Mr. D. Bennett, Mr. R. Dawes, Mr. G. Croughton, Ms. K Hawker,  
Mrs. K. Kelly, Mrs. W. Ross, Mr. I. Rungay, Dr. P. Walker,  
Mr. A. Waters

IN ATTENDANCE: Mrs. Y. Tredoux (Clerk)

APOLOGIES: Mr. P. Burfield, Mr. B. Buttifant

*Mrs. Cole welcomed everybody to the Meeting.*

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

*Mr. Waters declared an interest in Item 2 (c).*

1. **MINUTES**

Mrs. Cole proposed from the Chair:-

*"That the Council approves the Minutes of the Meeting held on 19<sup>th</sup> September 2007, Reference KPC/09/07, having been previously circulated, subject to the following amendments:-"*

Page 1, Item 2 (c): Last line – to read

*"clarify the St. Edith Hall Management Committee's position on a number of items."*

Page 5, Item 8: First line – Change **Mr.** Walker to **Dr.** Walker.

*CARRIED* unanimously

2. **MATTERS ARISING FROM THE MINUTES**

(a) PCSO – Police Community Support Officer (See Minute 2 (a) KPC/09/07)

It was agreed that a Meeting would be arranged with Seal Parish Council, Kent Police and their Solicitors, in order to clarify some of the concerns raised regarding the Agreement. Mr. Bennett and Mr. Dawes offered to represent Kemsing Parish Council.

(b) WI Seat (See Minute 2 (b) KPC/09/07)

No further information was available.

(c) Long term storage of village archives (See Minute 2 (c) KPC/09/07)

Councillors noted a report prepared by Mr. Burfield who attended a site meeting on 26<sup>th</sup> September with an Architect to discuss the viability of the construction of an archive storage facility for the village records.

Mr. Croughton proposed and Mr. Dawes seconded:

*"That the Parish Council agrees make available up to £2,000 to obtain planning permission and have detailed drawings and a costing produced for the construction of the archive storage building to permit the group to obtain funding for its construction."*

*CARRIED 9 in favour, 1 abstention.*

- (d) Land in West End (opposite the Library) (See Minute 2 (d) KPC/09/07)  
Mr. Buttifant and the Clerk met with JPS Contractors and Mr. Tony Ham (Kent Highway Services), to clarify the exact location of the proposed post and rail fence, when it was apparent there was a difference in the understanding for the work quoted for in June. JPS Contractors will be asked to submit a new quotation for replacing the existing fence and a separate quotation for the continuation of the fence from that fence to the next property in West End (towards Childsbridge Lane).
- (e) Kemsing Parish Council Website (See Minute 2 (e) KPC/09/07)  
Mr. Dawes, Ms. Hawker, Mr. Rungay, Mr. Waters and the Clerk will attend a Meeting scheduled for Wednesday, 24<sup>th</sup> October.
- (f) Amendments to Standing Orders (See Minute 2(f) KPC/09/07)  
Copies of the amended Standing Orders were given to Mr. Bennett, Mr. Croughton and Mr. Dawes and a meeting will be arranged to discuss the final draft.
- (g) Village Sign (See Minute 2 (h) KPC/09/07)  
Mr. Waters hoped to report further at the next meeting.
- (h) Bus service from Kemsing (See Minute 2 (i) KPC/09/07)  
Two letters (dated 5<sup>th</sup> October 2007 and 10<sup>th</sup> October 2007) from residents complaining about the limited bus service in Kemsing, were noted.

Mr. Croughton was very disappointed to advise that he had been unsuccessful in his attempts to contact the Commercial Manager at Arriva despite leaving several telephone messages over the last two months. Mr. Croughton subsequently asked the Clerk to try and make contact via email. Arriva advised that they were unable to find solutions to some of the concerns raised by the Parish Council and referred the Clerk back to Kent County Council for assistance.

It was agreed that a further meeting will be arranged with Kent County Council to seek their advice in how to progress the matter further. It was also agreed that a reply would be sent to Arriva, expressing the Parish Council's disappointment that no progress had been made and also to advise Arriva of the correspondence received from residents complaining about the limited bus service in Kemsing.

- (i) Barnfield Crescent – Retained Housing Estate Land (See Minute 2 (k) KPC/09/07)  
Sevenoaks District Council advised that the proposed contracts were being reviewed by their Legal Department.

Mrs. Cole advised that vehicles were being parked on the grass and it was agreed that the Clerk would prepare and send letters to residents in Barnfield Crescent, advising that vehicles are not allowed to be parked on the grass. PCSO Harwood will also be asked to monitor the situation.

- (j) Alder Tree - The Well Area (See Minute 3 (l) KPC/09/07)  
The Clerk had written to the Structural Engineer on 3<sup>rd</sup> October 2007 to receive an update. A response was awaited.

- (k) Petition - Junction Childsbridge Lane, Dynes Road & West End (See Minute 2(m) KPC/09/07)  
Kent Highway Services (KHS) advised on 26<sup>th</sup> September that County Councillor Mr. N. Chard fully supported the scheme, which would be discussed at the next Sevenoaks Joint Transportation Board Meeting (JTB) to be held on 12<sup>th</sup> December. Various surveys would be carried out soon which will be reported to the JTB. Mrs. Ross presented the Council with the results of a survey recently conducted by Kemsing Primary School. Most parents supported the proposal of a crossing and felt that it would benefit the village as a whole.

It was agreed that a similar questionnaire would be prepared and made available at the Dynes Post Office, Kemsing Library and given to Members of the WI, Open Door, Over 60's Club. A note would also be included in the "Kemsing Column" in the Sevenoaks Chronicle to seek the views of residents.

KHS had indicated that they would carry out the necessary surveys regarding Secondary School children.

- (l) CCTV (See Minute 4 KPC/09/07)  
A provisional date for a site meeting had been arranged for Tuesday, 30<sup>th</sup> October 2007 when Mr. Buttifant, Mrs. Cole and Mr. Waters would meet the Sevenoaks District Council's CCTV Manager and their maintenance contractor.
- (m) NHS-Preliminary consent application to open a Pharmacy in Kemsing (See Minute 5 KPC/09/07)  
A letter dated 8<sup>th</sup> October from the Kent Primary Care Agency NHS Trust, informing that no appeals had been received against the decision made by the Pharmaceutical Regulations Committee regarding the rurality of the area, was noted.
- (n) Proposed closure of village Post Offices (See Minute 5 KPC/09/07)  
A letter dated 3<sup>rd</sup> October 2007 received from Kent County Council informing Parish Councils of the Post Office Ltd. Consultation Network Change Programme in Kent, was noted. The six week consultation closes on 12<sup>th</sup> November, proposing to close 58 Post Offices in Kent. Kemsing Post Offices were not on this list, however, Seal Post Office was.

### 3. COMMITTEE AND OFFICER REPORTS

- (a) Planning Committee  
Mr. Dawes proposed and Mr. Croughton seconded:  
*"That the Council approves the Minutes of the Meeting held on 10<sup>th</sup> September 2007, Reference P/13/2007."*  
  
CARRIED unanimously
- (b) Planning Committee  
Mr. Dawes proposed and Mr. Waters seconded:  
*"That the Council approves the Minutes of the Meeting held on 24<sup>th</sup> September 2007, Reference P/14/2007."*  
  
CARRIED unanimously
- (c) Finance Committee  
Mr. Croughton proposed and Mr. Bennett seconded:  
*"That the Council approves the Minutes of the Meeting held on 3<sup>rd</sup> October 2007, Reference F/109/07."*  
  
CARRIED unanimously
- (d) Report from Chairman
  - (i) Noah's Ark Residents' Association asked whether the Parish Council would consider covering their Christmas tree event under its public liability insurance as had been done in the past, and Members agreed.
  - (ii) Members were invited to attend the Annual General Meeting of the Kent Association of Parish Councils to be held on 10<sup>th</sup> November.
  - (iii) Members noted an invitation to the Volunteer Centre Sevenoaks' lunch on 22<sup>nd</sup> November.

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- (iv) Mrs. Cole read a letter from Mr. Tony Andrews, thanking the Parish Council for the gift and certificate, documenting his thirty years of service.
- (v) Mrs. Cole read a letter from Ms. D. Quinn, complimenting and thanking Village Tidiness Officer, Mr. Fred Lomas and his wife, for all their hard work in clearing the Nightingale Recreation Ground.
- (vi) A letter of thanks was received from the Open Door Committee for the Parish Council's donation.
- (vii) Councillors were invited for tea at the Senior Christmas Dinner to be held on 1<sup>st</sup> December 2007 at Kemsing Primary School.
- (viii) Mrs. Cole asked Members for their opinion regarding a Christmas "Social Evening" and no objections were received. The Clerk will make the necessary arrangements.
- (ix) Members noted a letter dated 14<sup>th</sup> October received from Mr. & Mrs. Day, who felt that that they had been unfairly reported by Mrs. Cole to the Sevenoaks District Council's Environment Officer, about their dog causing a nuisance when they were not at home.

(e) Reports from Councillors

- (i) Mr. Smith had attended the Gardening for Wildlife Celebration Evening where he presented the Parish Council's prize to the overall winner for Kemsing, Mr. & Mrs. Storey. Mr. Smith was thanked by Members for representing the Parish Council at this event.
- (ii) Mr. Bennett said that he was advised by Sevenoaks District Countryside Ranger that three trees in Shorehill Lane had been identified as being hazardous and that these would be removed as soon as possible.
- (iii) Mrs. Ross said that she had been informed by PCSO Harwood that vandalism and anti-social behaviour had occurred recently.
- (iv) Ms. Hawker asked why Kent Highway Services had not replaced the "white horse" on the road sign in Pilgrims Way. It was agreed that this would be raised at the next Highway Meeting.
- (v) Mr. Waters reported noticing damage in the Churchyard.

*[9.09 pm Mr. Dawes left the Meeting]*

4. **STAFF TRAINING**

Councillors noted a detailed list of training days for the Clerk and Mrs. Cole proposed: *"That the Council approve the list of training days for the Clerk to the value of £215."*

*CARRIED* unanimously

*[9.14 pm Mr Dawes returned to the Meeting.]*

5. **ST. EDITH HALL MANAGEMENT COMMITTEE**

Mrs. Cole and Mr. Rungay declared an interest in this item.

Following a condition survey initiated in February 2006, the Committee had obtained two quotations for the recommended repairs to the oak timbers of the St. Edith Club porch. Due to the specialist nature of the work it had proved very difficult to obtain a third quotation.

The Committee requested the Parish Council to authorise acceptance of the lower quotation for payment from the Structural Grant Fund (Code 82).

Mr. Croughton proposed and Mr. Smith seconded:

*"That the Parish Council accepts the quotation of £5,320 (plus VAT) from Kent Conservation & Restoration Limited for the repairs to the oak timbers of the St. Edith Club porch."*

*CARRIED* unanimously

6. **AIR QUALITY MANGEMENT AREA (AQMA)**  
A letter from Sevenoaks District Council (SDC), advising that, as a result of reviews in 2002/5/6, they designated 10 AQMAs including M26, which includes Kemsing. The full 55 page "Detailed Assessment Document" is available from SDC Website and the Parish Council was asked to submit any comments by Friday, 2<sup>nd</sup> November 2007. It was agreed that no comments would be made at this stage.
7. **REMEMBRANCE DAY – Sunday 11<sup>th</sup> November 2007**  
Councillors were invited to attend the service at the War Memorial, which would commence at 10.45 am. The road between the High Street and Church Road would be temporary closed between 10.45 and 11.15 am. It was agreed that a contribution of £60 would be donated to the Royal British Legion.
8. **BUSINESS REQUIRED BY STATUTE**  
Mrs. Kelly's appointment as a Member of the Downland Management Committee and Recreation Ground Committee was confirmed.
9. **QUESTIONS FROM THE PUBLIC & PRESS**  
There were no questions from Members of the public and press.
10. **ACCOUNTS FOR PAYMENT**  
Mr. Croughton proposed and Dr. Walker seconded:  
*"That the Council approves the payment list (Vouchers 199 to 221) and to note the receipt list (Voucher 213)."*  
  
*CARRIED* unanimously
11. **INFORMATION REPORT**  
The Information Report was noted and the papers referred to were laid on the table.
12. **MATTERS TO BE RAISED AT THE NEXT MEETING & GOOD NEWS**  
Review Churchyard Maintenance Agreement
13. **DATES OF NEXT MEETINGS:**  
22<sup>nd</sup> October 2007 : Planning  
31<sup>st</sup> October 2007 : Recreation Ground  
5<sup>th</sup> November 2007 : Planning  
7<sup>th</sup> November 2007 : Emergency Services  
14<sup>th</sup> November 2007 : Highways  
19<sup>th</sup> November 2007 : Planning  
21<sup>st</sup> November 2007 : Downland Management  
28<sup>th</sup> November 2007 : Parish Council  
3<sup>rd</sup> December 2007 : Planning  
5<sup>th</sup> December 2007 : Finance  
17<sup>th</sup> December 2007 : Planning

*The Chairman closed the meeting at 9.33 p.m.*