

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, 22 October 2008 at 8.00 p.m.**

- PRESENT: Mrs. M. Cole (in the Chair)
Mr. D. Bennett, Mr. P. Burfield, Mr. B. Buttifant, Mr. R. Dawes,
Mr. G. Croughton, Mrs. K. Kelly, Mrs. W. Ross, Mr. S. Smith,
Dr. P. Walker, Mr. A. Waters
- IN ATTENDANCE: District Councillor Mrs. E. Moore
1 Member of the Public
Mrs. Y. Tredoux (Clerk)
- APOLOGIES: Ms. K. Hawker, Mr. I. Rumgay
District Councillor, Miss L. Stack

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

1. **MINUTES**

Mrs. Cole thanked Mr. Burfield for chairing the September Parish Council Meeting.

Mr. Burfield proposed and Mr. Croughton seconded:

*"That the Minutes of the Meeting held on 17 September 2008, Reference KPC/09/08, previously circulated, be approved, subject to the following amendment:-
Page 5, Item 11, 2nd line should read - "access to a proposed new vicarage via Mary Burrows Garden." Delete "**and Church Hall**".*

CARRIED 6 in favour, 5 abstentions

2. **MATTERS ARISING FROM THE MINUTES**

- (a) Wooden post and rail fence along West End (See Minute 2 (a) KPC/09/08)
Another meeting was being arranged between a representative from Kent Highways and the Contractor. Mrs. Cole proposed:
"That this item be removed from the Agenda until after the post and rail fence had been installed."
CARRIED unanimously
- (b) Barnfield Crescent – Retained Housing Estate Land (See Minute 2 (b) KPC/09/08)
No progress was reported.
- (c) Pedestrian Crossing - Junction Childsbridge Lane, Dynes Road & West End (See Minute 2 (c) KPC/09/08)
This was ongoing.
- (d) Leisure plots 184 & 185 (See Minute 2(d) KPC/09/08)
No progress was reported.

Mrs. Cole proposed to bring forward item 2 (i) and that District Councillor Mrs. Moore be invited to speak. This was agreed.

(i) Provision of clear recycling sacks to outlets within the village (See Minute (k) KPC/09/08)

District Councillor Moore reported that she had received an email from the Clerk, informing her of the difficulties with providing clear recycling sacks in Kemsing. In order to find a solution to the problem, Mrs. Moore had discussed the situation with Sevenoaks District Council (SDC). It was understood that SDC was already subsidising the sacks and a third party would not be allowed to make a profit by selling them. Mrs. Moore and District Councillor Miss L. Stack shared the stance taken by SDC and could therefore not support the Parish Council's view. Some Members thought that this approach taken by SDC was unreasonable.

Mr. Croughton proposed and Mr. Burfield seconded:

"That the Parish Council could not have a future role in the provision of clear recycling sacks to the two outlets and that the sacks would no longer be available in Kemsing through the Parish Council. It was up to the two outlets to decide whether they were prepared to sell the bags without making a profit."

CARRIED 10 in favour, 1 abstention

Mrs. Moore was thanked for her contribution and accepted an invitation to attend the Remembrance Day ceremony.

[Mrs. Moore left the Meeting.]

(e) Review of the Kemsing Play Areas (See Minute 2(e) KPC/09/08)

Mr. Burfield reported that a productive meeting had taken place with a representative from KOMPAN on Thursday, 16 October when a presentation was given on ideas for play equipment. A further meeting had been arranged for 4 November when the Working Group would hopefully be in a position to agree on a detailed proposal to present to Parish Council.

(f) Archive Store KHC (See Minute 2(f) KPC/09/08)

The planning application had been granted and the Architect was waiting for the Parish Council's instruction to proceed to the next stage, which was to apply for building regulations. A representative from the Kemsing Heritage Centre Association informed Mr. Burfield that, after investigation, it was understood that the Group would be unlikely to be successful in applying for funding as Heritage and Archive Groups were not looked upon very favourably at the current time. Mr. Burfield, who had attended a meeting with representatives from the Kemsing Heritage Centre Association and a representative from the group ACRE (Action for Communities in Rural England), said that ACRE could potentially assist with guidance to obtain funding, however, the Parish Council would have to co-ordinate the acquisition of funding. The Clerk would meet with a representative from ACRE to discuss available funding options. Mr. Burfield proposed and Mr. Bennett seconded:

"That the Parish Council does not proceed with applying for building regulations approval at this stage."

CARRIED unanimously

(g) Replacement of War Memorial gates (See Minute 2(g) KPC/09/08)

The gates had been installed.

(h) Paragliding from Green Hill (See Minute 2(h) KPC/09/08)

The Clerk had drafted a risk assessment and Mrs. Kelly had considered no amendments were necessary. Public Liability evidence was required.

(j) 6th Sevenoaks Scout Hut - Common Field (See Minute 5 KPC/09/08)

The Parish Council was waiting for more details from the Scouts.

- (k) Partnerships & Communities Together (PACT) (See KPC/09/08 Minute 5)
Members noted a report dated 7 October 2008 of a Meeting when the Chairman and Clerk had met Ms. Webb (Sevenoaks District Council), Ms. Bowls and District Chief Inspector Ellis (Kent Police) on Tuesday, 7 October to discuss replies to the two questionnaires distributed to 1,700 households.

SDC would draw up a summary of the responses which would be distributed to residents. Councillors felt that they would not be able to hand deliver the summary and that SDC would have to find another way of feeding the responses back. It was suggested the summary be made available through the Sevenoaks Chronicle and the Parish Council's website, Kemsing Library and the Post Offices.

Mrs. Ross volunteered to represent the Parish Council at the first PACT Meeting on 12 November, in the Main Hall, St. Edith Hall, at 7 p.m.

3. **COMMITTEE AND OFFICER REPORTS**

(a) Planning Committee

Mr. Dawes proposed and Mr. Croughton seconded:

"That the Minutes of the Meeting held on 22 September 2008, Reference P/15/2008, previously circulated, be approved."

CARRIED unanimously

(b) Finance Committee

Mr. Burfield proposed and Dr. Walker seconded:

"That the Minutes of the Meeting held on 8 October 2008, Reference F/112/08, previously circulated, be approved and that the recommendation (Item7) be approved to transfer £10,000 from the Alliance & Leicester account to the Co-operative Account."

CARRIED unanimously

(c) Report from Chairman

Mrs. Cole informed Councillors that Mr. John Allen (who had been a Parish Councillor for many years), had sadly passed away. Mr. Allen's memorial service would take place on 10 November at 2 p.m.

Mrs. Mary Smith (who was actively involved with the Kemsing Open Door), had died unexpectedly and the memorial service would take place on 23 October at 4 p.m.

Members noted the installation of the newly refurbished WI seat in the Churchyard and expressed their appreciation to Mr. McIntyre for refurbishing the seat.

Mrs. Cole noted that an invoice of £36 for photo copying the burial book had been presented for payment together with other payments relating to the Joint Churchyard Maintenance Committee. It was agreed that the photocopying bill could not be paid under the Joint Churchyard Maintenance agreement.

Mrs. Cole proposed:

"That the Parish Council donates 50 % of this payment, i.e. £18 towards the cost of copying the burial book, to be paid from the Chairman's Allowance budget code."

CARRIED 8 in favour, 1 against, 2 abstentions

Ms. M. Woodgate, who was responsible for the Kemsing Column in the Sevenoaks Chronicle, advised she would be stepping down as village correspondent. A note of thanks would be sent to Ms. Woodgate to record the Parish Council's appreciation for her contribution over the years. The Clerk would ask the School to post a notice advising of this vacancy.

(d) Reports from Councillors

Mr. Buttifant drew attention to the proposed St. Clere footpath diversion (Footpath SD284) and advised that West Kingsdown Parish Council had objected to the proposed diversion. The matter was ongoing.

Mr. Buttifant said that, following a recent enquiry to the Highways Agency to enquire when the M26 would be resurfaced, a response had been received.

The response was considered not to be acceptable as specific questions relating to the M26 near Kemsing had not been answered. The Clerk was instructed to ask the Highways Agency to clarify the specific points raised.

Mr. Buttifant received a request from Mr. Stuart-Williams to plant a tree in The Well area in memory of his parents, Jean and Patrick Stuart-Williams, who lived in the Box House for over 40 years. It was felt that it would not be appropriate to plant another tree in The Well area, however, a suggestion was made to ask Mr. Stuart-Williams whether he would consider making a contribution towards the new wooden gates and that a plaque commemorating his parents could be positioned on the gates.

Mr. Buttifant received a request from Mr. K. Russell to remove the bus shelter at the junction with Childsbridge Lane & West End, as no regular bus route uses this stop anymore. The shelter has also become an eyesore as it has reached a dilapidated state and is regularly spoiled by graffiti. Members felt that the shelter was still being used by school children as a shelter from rain whilst waiting for the school buses.

Mr. Croughton proposed and Mr. Bennett seconded:

"That the bus shelter not be removed."

CARRIED 10 in favour, 1 abstention

Members were informed by Mr. Buttifant that a number of residents in Childsbridge Lane had received a letter from Babcock Networks Ltd, proposing the installation of a 10 metre mast for O2 at the junction with Childsbridge Lane & West End. Local residents voiced strong opinions opposing the proposed installation through a petition organised by local residents. Mr. Dawes reminded Councillors of the Parish Council's policy not to comment on proposed planning applications prior to receiving a formal planning application. Mrs. J. Course was invited to address the Council and explained that she had been involved with the petition and arranging a meeting with the Sevenoaks Chronicle on the site. Mrs. Course had telephoned Babcock on Wednesday, 22 October, when she was advised that formal planning permission would not be sought to erect a mast on that site.

Mr. Bennett reported that the wall at The Well had been damaged. A quotation of £245 to repair the wall had been accepted, however, the Clerk had been advised by the Contractor that the repairs seemed more complicated than originally anticipated. The original bricks could not be re-used and matching materials would need to be found. Mr. Bennett warned that only £440 was available from the Downland Management budget, and that further funding would probably have to be made available from General Contingencies.

9.15 p.m. [Mr. Dawes briefly left the Meeting.]

4. **REQUESTS FOR DONATIONS**

(a) Kemsing Open Door

Mr. Croughton expressed a prejudicial interest as his wife is on the organisation team for the Kemsing Open Door.

Members considered a request from Kemsing Open Door for a donation for 2009.

Mr. Smith proposed and Dr. Walker seconded:

"That the Parish Council donates £200 to the Kemsing Open Door."

CARRIED unanimously

(b) West Kent Extra Play Days

West Kent Extra advised that the play days held in August on the Common Field were very successful and positive feedback had been received from Kemsing residents. It was hoped that the scheme would be repeated next year.

West Kent Extra asked whether further funding from the Parish Council was available. Mr. Bennett proposed and Mrs. Cole seconded:

"That the Parish Council already contributed by making the land available free of charge, and that the Parish Council supports the scheme for next year in the same way."

CARRIED 7 in favour, 2 against

9.20 p.m. [Mr. Dawes returned to the Meeting].

(c) Noah's Ark Residents' Association (NARA) - 'Village sign' for Noah's Ark

Members considered a request from NARA for financial assistance to erect a 'village sign' in Noah's Ark. It was felt that the highway sign in Noah's Ark already distinguished this area of Kemsing and that another sign would reinforce the idea of a separate Community. Mrs. Cole proposed:

"That no financial assistance towards the village sign be provided."

CARRIED 9 in favour, 2 abstentions

(d) Senior Citizen - Christmas Dinner 2008

Members considered a donation towards the Senior Christmas Dinner, which would be held on Saturday, 29 November in the School Hall. Mrs. Kelly proposed and Mrs. Ross seconded:

"That the Parish Council contributes £300 towards the Senior Christmas Dinner."

CARRIED unanimously

All Councillors are invited to join the Oaks Christmas Dinner Steering Group in the afternoon for tea.

5. **PLAY PLACE**

Members noted correspondence from Mr. Hennis, which included details regarding organised visit, details of application to Kent County Council for donation from Members Funding and updated report for Kemsing. The young people were in the process of making a DVD and Councillors were invited to be part of this project.

6. **YOUNG PEOPLE'S ACTION PLAN - MONITORING PERIOD 5**

A request to complete the action plan was received from Sevenoaks District Council. The purpose of this plan was to formulate a picture of the level of young people's involvement in the development of local services and also what were provided. The Clerk was permitted to complete the questionnaire.

7. **REMEMBRANCE DAY - Sunday 9 November 2008**

The Church Service would commence at 9.45 a.m. and the service at the War Memorial would commence at 10.45 am. All Councillors were invited to attend. The road between the High Street and Church Lane would be temporary closed between 10.35 and 11.15 am. Councillors were also invited to the Church Hall after the ceremony for tea. Mrs. Cole proposed:

"That the Parish Council donates £60 towards the cost of the wreath."

CARRIED unanimously

8. **ACCESS FOR PROPOSED NEW VICARAGE AND CHURCH HALL VIA MARY BURROWS GARDEN**

A briefing note dated 1 September 2008 prepared by the Diocesan Office, was noted. The Diocesan Parsonages Board has determined that a new house should be constructed on land currently owned by Kemsing Parochial Church Council adjacent to the Church Hall, and that it was hoped that access to the replacement parsonage could be secured via St. Mary Burrows Garden and the western edge of the churchyard bordering the public car park. A draft scheme had been published and planning approval would be sought in January 2009.

9. **CONSULTATION - THE MAKING AND ENFORCEMENT OF BYELAWS**

The Department for Communities and Local Government published a consultation paper following the publication of the White paper on 9 July. The Parish Council had been invited to make comments on the proposed new procedure which would enable authorities to make certain byelaws without the need for scrutiny by the Secretary of State and about proposals for a new enforcement regime for byelaws. Mr. Bennett had completed the consultation document and Councillors were invited to comment on the draft paper. No amendments were made and it was agreed that the response prepared by Mr. Bennett would be returned to the Department for Communities and Local Government. Mr. Bennett was thanked for his contribution in preparing the response.

10. **RECYCLING UNITS**

Members noted (for information) that Mr. C. Nouhan, Sevenoaks District Council's Recycling Manager, had advised that the telephone cable recently installed on a new pole on St. Edith Hall owned land for "The Keep", had insufficient overhead clearance for the recycling vehicle crane. Mr. Nouhan asked to re-site the recycling units within the car park, possibly losing 4 car park spaces. BT had contacted SDC and would resolve this problem, possibly re-locating the pole.

11. **CHRISTMAS TREE - NOAH'S ARK**

A request from NARA to cover the Christmas tree event on the Parish Council's public liability insurance was accepted.

It was agreed that Mrs. Cole would undertake the possibility of setting up a Christmas tree in The Well area and Mr. Burfield would look into provision of lighting.

12. **POSSIBLE GRAZING ON WHITELEAF DOWN**

Mr. Bennett declared a personal interest as being a Member of Kent Wildlife Trust.

Members considered a Memo dated 6 October 2008 prepared by Mr. Bennett, explaining that the Downland Management Committee had been considering the possibility of grazing on Whiteleaf Down for some time, in conjunction with Kent Wildlife Trust and Natural England and that the Committee accepted the recommendation of both these organisations that grazing would be very beneficial to the restoration and maintenance of the chalk downland habitat.

Mr. Bennett proposed and Mr. Croughton seconded:

"That the Clerk be authorised to inform Kent Wildlife Trust that the Council fully supports, in principle, the plan for grazing on the Whiteleaf Down section of the Kemsing Down Nature Reserve, subject to:-

- a) availability of sufficient funding; and*
- b) public consultation, with which KWT is willing to assist."*

CARRIED 10 in favour, 1 against

[Due to the confidential nature of the next business, the Press and Public were excluded from the Meeting.]

13. STAFF ARRANGEMENTS

The Clerk reported on the current staffing arrangements and it was agreed that, after reviewing the situation, the Parish Council would not be appointing an Assistant Clerk at the present time. The group who dealt with staffing appraisals would meet to agree arrangements on this item.

[The Press and Public were re-admitted.]

14. BUSINESS REQUIRED BY STATUTE

15. QUESTIONS FROM THE PUBLIC & PRESS

Questions from Members of the Public had been taken elsewhere during the Meeting.

16. ACCOUNTS FOR PAYMENT

Mr. Burfield proposed and Mr. Croughton seconded:

“That the Council approves payment list (vouchers 180-193, 196-204) and to note the receipt list (vouchers 194, 195) and to approve payment to Sevenoaks District Council in respect of emptying dog litter bins for £395.62”

CARRIED unanimously

17. INFORMATION REPORT

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

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

19. DATE OF NEXT MEETING

19 November 2008.

The Meeting closed at 10.00 p.m.