

KEMSING PARISH COUNCIL

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 19 November 2008 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. K. Kelly, Mrs. W. Ross, Mr. I. Rungay,
Mr. S. Smith, Dr. P. Walker, Mr. A. Waters

IN ATTENDANCE: 7 Members of the Public
Mrs. Y. Tredoux (Clerk)

APOLOGIES: Ms. K. Hawker

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

Mrs. Cole opened the Meeting and welcomed everybody.

1. **MINUTES**

Mrs. Cole proposed:

"That the Minutes of the Meeting held on 22 October 2008, Reference KPC/10/08, be approved, subject to a few minor text amendments."

CARRIED unanimously

2. **MATTERS ARISING FROM THE MINUTES**

(a) **Barnfield Crescent – Retained Housing Estate Land (Minute 2 (b) KPC/10/08)**

Sevenoaks District Council advised that registration would be completed by the end of November 2008.

(b) **Pedestrian Crossing - Junction Childsbridge Lane, Dynes Road & West End (Minute 2 (c) KPC/10/08)**

Ongoing.

(c) **Leisure plots 184 & 185 (Minute 2(d) KPC/10/08)**

A letter dated 23 October 2008 from Mrs. J. Smith (Knocker & Foskett Solicitors), previously circulated, was noted. The relevant documents to progress the purchase process would signed.

(d) **Review of the Kemsing Play Areas (Minute 2(e) KPC/10/08)**

The Report of the Meeting held on 4 November 2008 was noted. The Chairman thanked Members of the Play Area Working Group (PAWG), and in particular Mrs. Kelly, for drawing up the questionnaire. Mrs. Kelly had prepared the 'Action Plan' according to the guidelines produced by the National Playing Fields Association. Mr. Bennett commented that he thought 'Selection of Suppliers' should come before 'Installation of equipment and surfacing'. Councillors were invited to offer amendments on the questionnaire before 12 January 2009. The Public consultation would commence 26 January 2009 and run for 2 weeks. *The PAWG would produce a summary of responses, which should be available for the Annual Parish Meeting.*

Mr. Rumgay was of the opinion that it was essential for the Recreation Grounds Committee to be involved in this project.

Mr. Rumgay proposed and Mr. Bennett seconded:

"That the Working Group presents the results of the questionnaire to the Recreation Grounds Committee for consideration by that Committee to present to full Council."

CARRIED unanimously

It was agreed that the Recreation Grounds Committee would hold a special Meeting before the Annual Parish Meeting to discuss and present the results at the March 2009 Parish Council Meeting.

(e) Archive Store KHCA (Minute 2(f) KPC/10/08)

A letter dated 18 November 2008 from the Kemsing Heritage Centre Association (KHCA) was noted. Mr. Burfield reported that, upon advice received from Action with Communities in Rural Kent, an application for funding to construct an archive store had been completed on behalf of the St. Edith Hall Management Committee (SEHMC). After a considerable amount of time spent on this application, it became clear that this was not the appropriate source for funding. The application was subsequently withdrawn. An extraordinary Meeting of the SEHMC was held with representatives from the KHCA and the SEHMC proposed that the KHCA be offered a Land Lease. Mr. Burfield asked the Council to agree to proceed with Building Regulation approval to enable grant applications to be pursued by the KHCA.

Mr. Burfield proposed and Mr. Croughton seconded:

"That the Parish Council gives permission to the Architect to proceed with Building Regulation approval, and that a Lease (similar to the Tennis Club Lease) be drawn up."

CARRIED 11 in favour, 1 abstention

Dr. Walker said that the KHCA had to vacate the current premises at the end of December, which created an immediate storage problem. Dr. Walker asked the Parish Council to consider providing financial assistance to provide a solution to the temporary storage problem. Mrs. Ross proposed and Dr. Walker seconded:

"That the Parish Council asks the KHCA to investigate the possibility of finding temporary storage and to report back to the Parish Council with detailed cost, to be considered by the Parish Council."

CARRIED 11 in favour, 1 abstention

In respect of the long-term problem, Mr. Burfield proposed and Mr. Dawes seconded:

"That the parish Council allocates £30,000 from the Reserve Fund to contribute towards the construction of the archive building, provided that the KHCA match this amount."

CARRIED 11 in favour, 1 abstention

(f) Paragliding from Green Hill (Minute 2(h) KPC/10/08)

The completed draft risk assessment was forwarded to the Parish Council's Insurance Company and final approval was awaited. A copy of the Paraglider Club's insurance document had been obtained.

(g) 6th Sevenoaks Scout Hut - Common Field (Minute 2(j) KPC/10/08)

Details from the Scouts were expected in January 2009.

- (h) Partnerships & Communities Together (PACT) (Minute 2(k) KPC/10/08)
35 residents attended the first PACT meeting, which was held on Wednesday 12 November. Mrs. Ross reported that various issues had been discussed at this Meeting and an 'Action Plan' had been drawn up. Mrs. Cole commented that perhaps these residents might be interested in being involved in preparing a Parish Plan in the future.

As a result of this meeting, a request had been received from young people to install a youth shelter on the Common Field. Mr. Croughton referred to the recently installed youth shelter at Nightingale Road Recreation Ground and felt that a similar facility should be provided by the Parish Council on the Common Field as a matter of urgency. 5 Young people who represented the youth attended the Meeting.

Dr. Walker proposed and Mrs. Cole seconded:
"That this request be put to the Recreation Grounds Committee to investigate suitable sites for the provision of a youth shelter on the Common Field."
CARRIED unanimously

3. COMMITTEE AND OFFICER REPORTS

(a) Planning Committee

Mr. Dawes proposed and Mr. Croughton seconded:
"That the Minutes of the Meeting held on 20 October 2008, Reference P/16/2008, previously circulated, be approved."
CARRIED unanimously

Mr. Dawes proposed and Mr. Waters seconded:
"That the Minutes of the Meeting held on 3 November 2008, Reference P/17/2008, previously circulated, be approved."
CARRIED unanimously

(b) Recreation Grounds Committee

Mrs. Cole proposed:
"That the Minutes of the Meeting held on 5 November 2008, Reference RG/30/2008, previously circulated, be approved."
CARRIED unanimously

(c) Report from Chairman

The Parish Council's Insurers had replied to the recent request received from Noah's Ark Residents' Association (NARA) to include their Christmas tree in the Parish Council's Public Liability Insurance. Two conditions were outlined:-

1. The Parish Council should obtain a copy of the electrician's Public Liability Insurance.
2. A representative from the Parish Council should be present when the tree and lights are being erected.

The Clerk would inform NARA accordingly.

Sevenoaks Citizens Advice Bureau thanked the Parish Council for the recent donation.

Kemsing Over 60's Club thanked the Parish Council for the 2008 donation.

An invitation to the Civic Service of the Lord Lieutenant of Kent, Mr. Allan Willett, at the Rochester Cathedral, to be held on Thursday, 26 March 2009, was noted.

A letter dated 11 November 2008 from District Chief Inspector Gill Ellis was noted. Parish/Town Councils were asked to contact Kent Police if they did not wish for the Police Officer or PCSO to routinely attend the monthly Parish Council Meetings. *The Clerk to advise Kent Police that the PCSO was welcome to attend at any time.*

Sevenoaks District Council invited Parish Councils in a letter dated 10 November 2008, to complete the online budget consultation questionnaire. *The Clerk was asked to complete the questionnaire.*

Members noted a formal notice advising of TPO No. 29 (2008) which affected the following two trees:

Walnut - Located on the rear boundary of 47 Park Hill Road, Otford

Beech - Located on the rear boundary of 49 Park Hill Road, Otford

(d) Reports from Councillors

Mr. Burfield attended the Annual General Meeting of the Kent Association of Local Councils (KALC) and gave the following report:

Some 6 Counties expressed concern about the lack of satisfactory service from the National Association of Local Councils, and were considering withdrawing support. It was noted that generally Parish Councils were only an advisory body to the District Council and would not normally be involved when Section 106 Agreements were being considered. Some KALC Members were involved with the 'Speedwatch' scheme, that gives Parish Councils the opportunity to monitor vehicles with a speed indication device. KALC Meeting agreed that Kent Police be asked to reduce the speed limit threshold from 38 mph to 34 mph. KALC Members were concerned about the annual audit deadlines.

Mr. Rumgay was concerned about a bonfire he had noticed near Pilgrims Way.

Mr. Bennett explained that the Sevenoaks District Council's Countryside Rangers carried out some coppicing and were burning brushwood.

4. **REQUESTS FOR DONATIONS & SUBSCRIPTIONS**

(a) Kemsing over 60's Social Club

Mrs. Cole proposed:

"That a donation of £200 be made to the Kemsing Over 60's Club for 2009."

CARRIED unanimously

(b) Open Spaces Society

Dr. Walker proposed and Mr. Waters seconded:

"To reject the request to renew the annual subscription."

CARRIED unanimously

5. **KENT COUNTY COUNCIL (KCC) - REGISTER OF COMMON LAND**

A letter dated 1 October 2008 from KCC advising new provisions in Part I of the Commons Act 2006 was noted.

6. **CONSULTATION - CODE OF CONDUCT FOR LOCAL AUTHORITY MEMBERS AND EMPLOYEES**

A letter dated 9 October 2008 from the Department of Communities and Local Government, inviting comments on the proposals for revising the Local Authorities (Model Code of Conduct) Order 2007, was received. Mr. Bennett volunteered to study the report.

7. **APPLICATION FOR PHARMACY IN THE VICINITY OF DYNES ROAD** (Item 4 KPC/08/08)
The NHS Litigation Authority advised that an appeal had been received on the above application. The Parish Council was invited to make a representation by 28 November 2008.

Mrs. Cole proposed:
"That the Parish Council stands by its original representation and will object on the same grounds as previously agreed."
CARRIED 8 in favour, 4 abstaining
8. **JOINT CHURCHYARD MAINTENANCE COMMITTEE**
The Minutes of the Meeting held on 23 October 2008, previously circulated, were noted.
9. **REQUEST TO IMPROVE SAFETY FOR PEDESTRIANS CROSSING CHILDSBRIDGE LANE AT CHILDSBRIDGE FARM PLACE**
An email was received from a concerned grandfather, who feared for the safety of pedestrians who lived at Childsbridge Farm Place. Both Kemsing and Seal Parish Councils were asked to consider supporting the request to improve the safety of pedestrians. The national speed limit of 60 mph applies on this section of the road, which makes it very difficult for residents to cross from the housing estate to the footpath on the other side of the road.
It was agreed that the Parish Council would contact the Kent Highway Services to consider improving the safety on this road for pedestrians.
10. **BUSINESS REQUIRED BY STATUTE**
A new bank mandate had been received and would be updated.
11. **QUESTIONS FROM THE PUBLIC & PRESS**
Questions from Members of the Public were taken elsewhere during the Meeting.
12. **ACCOUNTS FOR PAYMENT**
Mr. Burfield proposed and Dr. Walker seconded:
"To approve the payment list (vouchers 205-218,220,221,224-231,233,245-248) and to note the receipt list (vouchers 208,219,222,223,232,234-244)."
CARRIED unanimously
13. **INFORMATION REPORT**
The Information Report was noted and the papers referred to were laid on the table.
14. **MATTERS TO BE RAISED AT THE NEXT MEETING & GOOD NEWS**
Mr. Burfield advised that the Group had agreed that the Clerk's working hours be increased to 30 hours per week, plus additional hours for Meetings.
15. **DATE OF NEXT MEETING**
21 January 2009

The Meeting closed at 9.43 p.m.