

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, 21st February 2007 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. Rungay, Mr. A. Waters
- IN ATTENDANCE: Mrs. Y. Tredoux (Clerk)
4 Members of the Public
Sevenoaks Chronicle Representative
- APOLOGIES: Mr. A. Andrews, Mr. P. Kendall, Mr. M. Williams
Miss. L. Stack (District Councillor)

*Councillors were reminded to disclose personal and prejudicial interests on matters to be considered at this Meeting. **Mr. Bennett and Mr. Croughton expressed personal interests in item 2(g).***

1. **MINUTES**

The Minutes of the Meeting held on 17th January 2007, Reference **KPC/01/07**, having been previously circulated, were approved subject to the following amendments:-

Page 4: Item 3(d), last paragraph - replace Mr. Bennett with **Mr. Waters**.

Page 5: Item 4, third line should read - "remove the ivy on the **east side of the car park.**"

Page 6: Item 8, last line - add **(Mr. Waters)** after "3 abstentions".

CARRIED unanimously

2. **MATTERS ARISING FROM THE MINUTES**

(a) PCSO – Police Community Support Officer (See Minute 2 (a) KPC/01/07)

A meeting with Seal Parish Council and Mr. Trevor Pankhurst would be arranged to discuss the proposed amendments to the Agreement.

(b) Recycling Facilities (See Minute 2 (b) KPC/01/07)

The Council noted correspondence received from a number of residents, and an email from Mr. Charles Nouhan (Recycling Manager, Sevenoaks District Council), regarding the proposed bottle banks. *The Chairman invited residents to speak.*

Mrs. Ruffin, a resident from Nightingale Road, spoke on behalf of the residents and presented the Council with a petition, signed by 41 residents, asking the Council not to install the bottle banks near the play area in Nightingale Road. Residents were disappointed that they had not been consulted by the Parish Council before the decision was made, and urged the Parish Council to reconsider the proposal. No one was against recycling, but the general concern was that the site was not appropriate. Regular problems with vandalism in the play area as well as on the recreation ground, were already experienced and the main concern was the safety of the children. Mrs. Cole said that the Parish Council sympathised with the concerns raised by residents, but that the Parish Council had put the necessary measures in place to monitor the situation very closely for a three month trial period, and assured residents that the future of the bottle banks would be carefully considered after this period.

Mrs. Ross said that the Council was at fault in not consulting local residents before deciding to install the bottle banks and that the Council should apologise to residents and ensure that this did not happen again.

Mr. Rumgay stated that the Parish Council did take into consideration the concerns raised by residents and therefore the decision had been made not to install the bins permanently, but to have a three-month trial period, where after the situation would be reviewed.

Mr. Croughton apologised to residents on behalf of the Parish Council for the lack of communication prior to the decision and said that the Parish Council would ensure that this would not happen again, however, Mr. Croughton considered the three-month trial period to be reasonable.

Mr. Burfield proposed and Mrs. Ross seconded:

"That in light of the discussions, the Parish Council withdraws from installing the recycling bins."

CARRIED 5 in favour, 3 against

The clerk would inform Sevenoaks District Council accordingly. Mrs. Ross suggested that the Council contact Kemsing Primary School to enquire whether notices could be put up at the school gate.

(c) Christmas Lights (See Minute 2 (c) KPC/01/07)

Approval was awaited from Sevenoaks District Council to remove the Grey Alder Tree in The Well.

(d) WI Seat (See Minute 10 (f) KPC/01/07)

A faculty was awaited from the Diocesan Advisory Committee.

(e) Long term storage of village archives (See Minute 2 (g) KPC/01/07)

Mr. Dawes reported that the working group met on 13th February 2007 and that matters were progressing. The report of the meeting would be circulated to Councillors in due course.

[8.50 p.m. Mr. Waters arrived at the Meeting.]

(f) Amendments to Standing Orders (See Minute 2 (i) KPC/01/07)

Copies of the revised version, which included the proposed amendments identified by the Clerk, were circulated to Councillors prior to the Meeting.

The amendments proposed by the Clerk had been noted, but the Parish Council agreed that the Standing Orders would remain as it is, until after the next Election in May.

Mr. Burfield proposed and Mr. Rumgay seconded:

"That the Parish Council produces a version of the current standing orders for distribution to new Members, and that after the elections in May 2007, a Working Group be set up to make the necessary amendments."

CARRIED 7 in favour, 2 abstentions [Mr. Buttifant & Mr. Waters]

Mr. Dawes asked that Standing Order 2(c) be referred to the Planning Committee for discussion, to which the Council agreed.

- (g) Joint Churchyard Maintenance Agreement (See Minute 2 (j) KPC/01/07)
Mr. Burfield said that there was nothing to report at this stage, and would report after the next meeting in April of the Joint Churchyard Maintenance Committee.
- (h) Land in West End (opposite the Library) (See Minute 5 KPC/01/07)
The letter to the landowner had not been sent as a fence had been installed, however, a letter had been sent to Kent County Council requesting an extension of the post and rail fencing.

The Council agreed to Mr. Dawes' suggestion that the Clerk write to the landowner to thank her for installing the fence.

3. COMMITTEE AND OFFICER REPORTS

- (a) Highways Committee
Mr. Buttifant proposed and Mr. Bennett seconded:
"That the Council approves the Minutes of the Meeting held on 24th January 2007, Reference H/01/07."

CARRIED unanimously

- (b) Planning Committee
Mr. Dawes proposed and Mr. Croughton seconded:
"That the Council approves the Minutes of the Meeting held on 29th January 2007, Reference P/01/2007."

CARRIED unanimously

Mr. Rungay raised the matter of raw sewage escaping from the drain on Footpath SR35, west of the Youth Hostel.
Mr. Dawes reported that some problems had been experienced with various drains in the village and it was agreed that the Clerk writes to Thames Water for some assurance that they have a programme in place to look at drains which are causing a problem in the village.

- (c) Emergency Services Committee
Mr. Burfield proposed and Mrs. Cole seconded:
"That the Council approves the Minutes of the Meeting held on 7th February 2007, Reference ES/27/07."

CARRIED unanimously

- (d) Downland Management Committee
Mr. Bennett proposed and Mr. Burfield seconded:
"That the Council approves the Minutes of the Meeting held on 10th January 2007, Reference DM/01/07."

CARRIED unanimously

Mr. Bennett reported on a letter from Kent Highway Services requesting permission to build a soak away on Kemsing Parish Council land, on the north side of Pilgrims Way, opposite Sidehill.
Mr. Bennett proposed and Mr. Rungay seconded:
"That the Council agrees in principle to the soak away being built subject to discussion with Kent Highway Services on the impact that such a soak away would have on Kemsing Parish Council's land, and that the Parish Council will not seek any wayleave payment."

CARRIED unanimously

(e) Chairman's Report

- (e.1) The Council noted the letter from Sevenoaks District Council, regarding the Sevenoaks District Comprehensive Equality Scheme Consultation Draft.
- (e. 2) Mrs. Cole reminded Councillors that the Sevenoaks District Council Statement of Licensing Policy was available in the Office.
- (e. 3) The Council noted a letter from Michael Fallon MP regarding the debate comments in connection with the Sustainable Communities Bill, which had been passed at second reading. The Clerk was asked to thank Mr. Fallon for his support.
- (e. 4) The letter from the Local Works regarding the campaign for the Sustainable Communities Bill had been noted.
- (e. 5) The letter dated 6th February 2007 from the Rural Social and Communities Division (DEFRA), encouraging Parish Councils to gain the Quality Status, had been noted.
- (e. 6) The Council noted a letter from the Kemsing Pavilion Trust dated 12th February 2007 regarding the application for change of use to Sevenoaks District Council.
- (e. 7) The Council noted the email dated 23rd January 2007 from Sevenoaks District Council regarding water supply restrictions.
- (e. 8) The Chairman reminded Councillors of the invitation received to attend the Kent Wildlife Trust's Open Day. *The Clerk was asked to circulate the invitation to all Downland Management Members.*

[9.25 p.m. Mr. Dawes was absent from the Meeting.]

- (e. 9) The Council was asked to comment on the questionnaire received from the Action with Communities in Rural Kent - the Rural Community Opinion Survey 2007. *The Clerk was asked to complete the form.*
- (e.10) Mrs. Cole invited Councillors wishing to attend the Spring Community Lunch to be held at the Sevenoaks Community Centre on 22nd March 2007 to advise the Clerk.

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

- (e. 11) Mrs. Cole proposed:
"That the Parish Council authorises the Clerk and Deputy Clerk to draw a cheque for signature to purchase stamps from the Post Office up to the value of £75 per month."

CARRIED 8 in favour, 1 abstention (Mr. Dawes)

- (e. 12) Mrs. Cole received a letter dated 16th February 2006 from a concerned resident requesting assistance from the Parish Council regarding re-housing her elderly mother in a bungalow in Kemsing. The Council has no influence in this situation and suggested that she contact Sevenoaks District Council Housing Officer.

[9.35 pm. The Chairman adjourned the Meeting and questions from the Press were received.]

[9.40 p.m. The Meeting was reconvened.]

- (f) Reports from Officers
No reports from Officers were received.
4. Footpath at the bottom of Dynes Road along to Nightingale Recreation Ground
Complaints had been received from residents regarding the condition of the footpath, which was currently "unadopted". The footpath is used by many residents as a short cut to the local shops and Otford Station. The footpath is very overgrown, slippery and muddy.
The Council considered a quotation from B&G Contractors for £250 to clear the soil from the footpath, which included cutting back vegetation.

Mrs. Cole proposed:

"That the Council accepts the quotation for £250 from B&G Contractors to clear the footpath."

CARRIED unanimously

5. Mobile Blood Donation Unit
A letter dated 22nd January 2007 had been received from Mr. C. Marshall, who was concerned that the mobile blood donation service had been withdrawn from Kemsing. *The Clerk was asked to reassure Mr. Marshall that the Council would endeavour to retain the blood service in Kemsing and would be contacting the National Blood Service.*

[The Chairman proposed to defer Item 6 on the Agenda to the end of the Meeting, and the Council agreed.]

7. **BUSINESS REQUIRED BY STATUTE**

- (a) Annual Parish Meeting
The Annual Parish Meeting would be held on Wednesday, **21st March 2007**. The Council agreed to accept the draft newsletter prepared by the Clerk, subject to minor amendments. The Clerk hoped to have the newsletters ready within a week or so.
- (b) Revised Model Code of Conduct for Local Authority Members
Councillors noted a letter dated 26th January 2007 from Mrs. Christine Nuttall, Monitoring Officer at Sevenoaks District Council, outlining a number of recommendations in relation to the promotion and maintenance of high standards of conduct by Members and Co-opted Members of the Authority.

The Council discussed a letter dated 22nd January 2007 from the Deputy Director Local Democracy, Communities and Local Government, informing Councils of the consultation paper which seeks views on a draft of a proposed new model code of conduct for local authority members. Mr. Bennett prepared comments on the draft consultation document, which had been circulated to Councillors prior to the Meeting. Mr. Waters thanked Mr. Bennett for his report.

Mr. Bennett proposed and Mr. Croughton seconded:

"That the Parish Council accepts the comments prepared by Mr. Bennett. "

CARRIED unanimously

The Clerk was asked to send a copy of the comments to Mrs. Christine Nuttall.

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

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

9. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mr. Waters seconded:

"That the Council approves the payments list Vouchers 300,302,304,306 - 327 and note the receipt list Vouchers 278,279,299,301,303 and 305."

CARRIED unanimously

10. **INFORMATION REPORT**

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

10.05 p.m. [The Press and the Public were excluded due to the confidential nature of the business being discussed.]

6. Staff Annual Appraisals

Mr. Burfield and Mr. Croughton conducted the staff appraisals and a confidential report had been circulated to Councillors only.

During the closed session the Council discussed the staff salaries as from 1st April 2007.

10.23 p.m. [The Chairman re-opened the Meeting for the Press and the Public]

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

Kemsing Parish Council Website

12. **DATES OF NEXT MEETINGS:**

26 February 2007 : Planning
28 February 2007 : Recreation
7 March 2007 : Downland Management
12 March 2007 : Planning
14 March 2007 : Parish Council
21 March 2007 : Annual Parish Meeting
26 March 2007 : Planning

The Meeting closed at 10.25 p.m.

Yolanda Tredoux
Clerk to the Council