

KEMSING PARISH COUNCIL

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**Minutes of a Meeting held in the Small Hall, St. Edith Hall, Kemsing,
on Wednesday, 17th January 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, Mr. P. Kendall, Mr. I. Rumgay, Mr. A. Waters
- IN ATTENDANCE: Miss. J. Down (Youth Worker)
Mrs. Y. Tredoux (Clerk)
- APOLOGIES: Mr. A. Andrews, 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. Waters declared prejudicial interests in Item 2 (g) and Item 8, as well as a personal interest in Item 2 (j) and 6. Mr. Croughton declared a personal interest in Item 2 (j) and Item 8. Mr. Bennett declared a personal interest in Item 2 (j) and Item 8. Mr. Buttifant declared a prejudicial interest in Item 2 (g)]

1. **MINUTES**

The Minutes of the Meeting held on 15th November 2006, Reference **KPC/11/06**, having been previously circulated, were approved subject to the following amendment:-

Item 8 - British Royal Legion should read ***Royal British Legion***.

CARRIED unanimously

2. **MATTERS ARISING FROM THE MINUTES**

(a) PCSO – Police Community Support Officer (See Minute 2 (a) KPC/11/06)

West Kent Police advised that there had been a reduction in Home Office funding for the recruitment of PCSO's, which would have an effect on the allocation and deployment of PCSO's in the six Police Areas throughout the County. The Area Commanders would reconsider the deployment of PCSO's to meet Force and local priorities. Every effort would be made to support partners that had already expressed an interest in providing funding towards a PCSO and options as to how these requirements could be met were being considered.

The Clerk was asked to arrange a meeting with the representative from West Kent Police to discuss the proposed amendments on the Agreement.

(b) Recycling Facilities (See Minute 2 (b) KPC/11/06)

The Clerk had been advised by the Recycling Co-ordinator from Sevenoaks District Council, Mr. Charles Nouhan, that the units had been ordered and delivery was expected to be towards the end of January 2007. A date would then be agreed for the installation of the units.

Members noted the contents of two letters (dated 20th November 2006 & 1st January 2007), received from Mr. S. Crichton, and a letter (dated 16th November 2006), received from The Matron, Abbeyfield.

Mrs. Cole referred to the letter received from The Matron, Abbeyfield, who wrote that the Home already experienced problems with youngsters who congregate outside their premises and have thrown cans and bottles onto their property, which is causing a nuisance to the Staff and Residents. Mrs. Cole asked the Clerk to enquire whether these incidents had been reported to the Central Crime Reporting Unit. Mrs. Cole reminded Councillors that Mr. Fred Lomas (Village Tidiness Officer) had been asked to regularly check the playground and that any problems were being reported to the Parish Council Office.

It was agreed that should any problem occur after the units had been installed, it would be reported to Sevenoaks District Council. Mr Nouhan would also be asked to regularly submit a written report to the Parish Council, which could form the basis of discussions after the three month trial period when the future of the units were to be considered.

Mr. Buttifant and Mr. Waters would keep a close eye on the situation and visit the site regularly.

- (c) Christmas Lights (See Minute 2 (c) KPC/11/06)
Mr. Jim McIntyre had removed the lights and electrical cable from the Alder tree. The Well is in a Conservation Area and removal of the Alder tree is subject to the approval from Sevenoaks District Council's Arboricultural Officer. An application had been made and a response is awaited.
- (d) Village Logo (See Minute 2 (d) KPC/11/06)
The logo had been incorporated on all Kemsing Parish Council letter headings.
- (e) Graffiti (See Minute 2 (e) KPC/11/06)
Sevenoaks District Council advised that the removal of the graffiti on the play equipment had been included on their work schedule and would be completed in due course.
- (f) WI Seat (See Minute 10 (f) KPC/11/06)
A faculty was awaited from the Diocesan Advisory Committee. The plaque had been ordered and Mr. McIntyre had been asked to fit it.
- (g) Long term storage of village archives (See Minute 2 (g) KPC/11/06)
The Council noted the report of the meeting held on Tuesday, 28th November 2006. The next meeting was scheduled for Tuesday, 13th February 2007 at 10.30 a.m. in the St. Edith Hall.
- (h) Keep Kemsing Tidy Poster Competition (See Minute 2 (h) KPC/11/06)
The Council noted that Mrs. Cole had presented the prizes during the School Assembly on 17th November 2006.
- (i) Amendments to Standing Orders (See Minute 2 (i) KPC/11/06)
The Clerk was in the process of incorporating all the amendments into the scanned document and identifying amendments to be made in accordance with subsequent changes. It was anticipated that this task would be finalised in time for the February Council Meeting, when Councillors would be asked to consider the proposed amendments.
- (j) Joint Churchyard Maintenance Agreement (See Minute 4 KPC/11/06)
The Council agreed in principle to see a continuation of the Joint Churchyard Maintenance Agreement. A report outlining the current agreement (prepared by Mr. Burfield), had been circulated to Councillors prior to the Meeting.

The Chairman thanked Mr. Burfield for his report. With regard to the 50% contribution made by the Parish Council in respect of Churchyard Maintenance, Mrs. Cole said that the procedure would have to be reviewed as requests received from the Parochial Church Council (PCC) were not accompanied by supporting documents, enabling the Parish Council to approve the expenditure.

Mr. Burfield briefly outlined the history (referring to the Parish Council Minutes of 1962), when this Agreement had been originally drawn up.

Mr. Burfield reported that copies of PCC Accounts 2001 to 2005 had been received.

Mr. Burfield proposed and Mr. Bennett seconded:

"That the Parish Council entrust the Councillors currently on the Joint Churchyard Maintenance Committee to progress this with the PCC and present a new proposed agreement for future discussion."

CARRIED 6 in favour, 3 abstentions (Mr. Bennett, Mr. Croughton, Mr. Dawes)

Copies of the Minutes of the Joint Churchyard Maintenance Committee Meeting held on 9th November 2006 had been circulated to Councillors.

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 6th November 2006, Reference P/16/2006."

CARRIED unanimously

(b) Planning Committee

Mr. Dawes proposed and Mr. Croughton seconded:

"That the Council approves the Minutes of the Meeting held on 4th December 2006, Reference P/17/2006."

CARRIED unanimously

(c) Recreation Ground Committee

Mrs. Cole proposed from the Chair:

"That the Council approves the Minutes of the Meeting held on 29th November 2006, Reference RG/23/2006."

8h55 [Mr. Dawes was briefly absent from the Meeting.]

Mr. Croughton proposed and Mr. Burfield seconded:

"That the Council approves an amendment to the above proposal which is to exclude the approval of Minute 2 (a) in view of the Minute missing a crucial statement."

The Council voted on the original proposal as amended and it was **CARRIED** unanimously

It was agreed that Item 2 (a) would be discussed at the next Recreation Grounds Committee Meeting and that an amendment would be agreed at that Meeting.

(d) Finance Committee

Mr. Burfield proposed and Mr. Bennett seconded:

"That the Council approves the Minutes of the Meeting held on 6th December 2006, Reference F/107/06, excluding Items 3 and 7."

CARRIED unanimously

8h59 [Mr. Dawes returned to the Meeting.]

Donations (Item 3)

Mr. Bennett proposed and Mr. Kendall seconded:

"That the Parish Council confines its charitable donations to Charities who are based in the Parish for specific benefit of residents in the Parish."

CARRIED 5 in favour, 4 against

Mr. Burfield proposed and Mr. Kendall seconded:

"That the Parish Council agrees to pay the requested £200 each to the Kemsing Over 60's Club (previously Kemsing Evergreens), and the Open Door Committee and assign £300 for the Senior Citizens Christmas Lunch, organised by the Kemsing Primary School."

CARRIED unanimously

Precept (Item 7)

Mr. Burfield referred to the recommendation from the Finance Committee to the Parish Council to consider a precept of £70,000 for the year 2007/08.

Mr. Burfield explained that the expenditure this year in respect of the concrete base at Nightingale Road had not been included in the Precept calculations and proposed:

Mr. Burfield proposed and Mr. Croughton seconded:

"That the Council approves a precept of £70,000 for the year 2007/08."

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

Mr. Kendall thanked Mr. Burfield for producing the budget figures.

Mr. Waters asked the Finance Chairman how this changes from last year's precept. Mr. Burfield stated that the precept had reduced from £75,000 to £70,000.

(e) Chairman's Report

A thank you letter had been received from Mr. Doug Kitchener for a birthday present for his 90th birthday.

A thank you letter had been received from Kent Air Ambulance Trust for the donation for £50.

A thank you letter had been received from Mrs. E. Mumford, Head Teacher of Kemsing Primary School for the Council's donation of £300 towards the Senior Christmas Dinner.

Mrs. Cole reminded Councillors that the Sevenoaks District Council Air Quality Action Plan 2006 had been made available.

A letter from Sevenoaks District Council inviting Parish/Town Councils to appoint a Representative for the Standards Committee of Sevenoaks District Council had been handed out at the Meeting.

Councillors noted the invitation from Kent Fire & Rescue Service to comment on the Kent and Medway Fire and Rescue Authority's Integrated Risk Management Plan 2007/08. No comments were made.

Mrs. Cole referred to a letter received from the West Kent Primary Care Trust advising of forthcoming events named "Fit for the Future" which is a change programme focusing on key challenges and opportunities for health care in our local community.

Mrs. Cole advised that a letter had been received from the Planning Inspectorate, informing that details of a public inquiry regarding the Otford Rail Crossing would be made available soon. Mr. Buttifant was the Council's representative on this issue. Mrs. Cole advised that comments on the Sevenoaks District Council Sustainable Community Action Plan had been submitted.

Mrs. Cole asked Members who were interested to be in a team at the Sevenoaks Mayor's Quiz Evening on 10th February to raise funds for Hospice in the Weald to inform the Clerk.

4. **CAR PARK WALL**

Mr. Waters proposed:

"That the Parish Council accept the quotation from B&G Contractors for £80 to remove the ivy roots growing below the Churchyard wall on the east side of the car park."

The proposal FELL.

It was suggested the St. Mary's Church approach Sevenoaks District Council to remove the ivy. Mr. Waters would inform the PCC.

5. **LAND IN WEST END (opposite the Library):** (Item 3 (c) vii KPC/08/06)

At the Parish Council Meeting held on 16th August 2006, Mr. Andrews informed Councillors that residents expressed their concern about the clearing on the land opposite the Library. As a result of the clearance, parts of the existing fencing had been removed and Members felt that this land, without proper fencing, would be vulnerable. The Clerk was subsequently asked to write to the landowner, expressing the Council's concern and asking whether the Council could be advised on their plans and timescale of re-instating the fence. The owner responded that she was not in a position to advise the Council on her plans and timescale for replacing the fence. Mr. Dawes reiterated his concern again and proposed the following, seconded by Mr. Waters

"That

- 1. The Parish Council writes to the owner expressing its disappointment at her response to the Parish Council's earlier correspondence regarding the appearance and security of the field. To also confirm that it will be the Parish Council's intention to have installed a continuation of the existing post and rail to the point where it meets the next property in West End*
- 2. That the Parish Council writes to Kent County Council (who, it is understood, installed the current fence) to ask whether it can install a matching continuation to the point where it meets the next property in West End*
- 3. In the event that the Kent County Council are unable to meet this request, to inform Kent County Council that the Parish Council propose to carry out the work from within Parish Council funds*
- 4. Consequent upon point 3 above to seek estimates and give effect to completion at the earliest opportunity."*

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

6. **KEMSING PAVILION TRUST**

The Council noted the Annual report and Accounts for 2005/06.

7. **RETAINED HOUSING ESTATE LAND**

The Council noted a letter received from Sevenoaks District Council informing that the District Council's land holdings are being reviewed under category b (land suitable for transfer to the appropriate town or parish council). Barnfield Crescent had been identified and Mr. Burfield pointed out that the Parish Council currently maintained the land. Any possible transfer would need to be the subject of consultation with the local District Members and the Finance Portfolio Holder. It is emphasised that this is an initial approach and that no title investigations etc. have been undertaken.

It was agreed that the Parish Council would register an interest in principle to obtain this land.

The Chairman proposed:

"To pass this item on to the Recreation Grounds Committee to progress."

CARRIED unanimously

8. **YOUTH WORKER**

The Council was asked to discuss a letter received from the Parochial Church Council (dated 27th November 2006), and a letter received from Dr. P.E. Walker (dated 20th December 2006).

[Mr. Croughton and Mr. Bennett expressed personal interests.]

Mr. Burfield referred to the letter received from the PCC explaining the background of the Youth Worker's employment by the PCC, the termination of funding from outside bodies, and, subsequently, the request for the Parish Council to consider an increase in the contribution towards the Youth Worker's salary. Previously the Youth Worker had been employed on a four-year contract with the PCC and for the past four years, the Parish Council contributed £2,100 per year, this year being the final contribution.

Mr. Burfield expressed his sympathy towards the PCC's funding structure that had been weakened. Mr. Waters believed that the work carried out by Miss. Down (Youth Worker) was invaluable. Miss. Down was contributing well over eighteen hours a week and this was believed not to be entirely of benefit to the Church.

Mr. Rumgay referred to the previously agreed payment of £2,100 per year, and said that costs had escalated and therefore this contribution should be reviewed.

Miss. Down thanked the Council for its support over the years and the additional financial help with the activities she organised.

Mr. Burfield proposed and Mr. Kendall seconded:-

"That the Parish Council writes back to the Parochial Church Council and offer to fund £3,000 from the 2007/08 budget."

Mr. Dawes proposed and Mr. Rumgay seconded:

"That the figure of £3,000 in the above mentioned proposal be amended to £3,500."

The Council voted on this amended proposal.

CARRIED 4 in favour, 2 against, 3 abstentions [Mr. Waters]

9. **BUSINESS REQUIRED BY STATUTE**

(a) Annual Return

The Council noted that the Audit Commission had approved the Annual Return for the financial year ending 31st March 2006.

(b) Annual Parish Meeting

The Annual Parish Meeting would be held on Wednesday, **21st March 2007**, and the Council considered the method of advertising the statutory notice of the Annual Parish Meeting. It was suggested that, in addition to the normal notices placed on the Parish Council Notice Boards, a separate sheet would be circulated to all Kemsing households.

The Chairman asked Councillors who wished to include any comments, to submit these to the Clerk by the end of January. The Clerk would produce a draft for the February meeting.

(c) Other

There was no other business to report.

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

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

11. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mrs. Cole seconded:

"That the Council approves the payment list, vouchers 225 to 298 and noted the receipt list, vouchers 227 to 233, 235 to 239."

CARRIED unanimously

12. **INFORMATION REPORT**

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

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

Mrs. Cole said that the condition of the notice boards needed attention and it was agreed this would be discussed at the next Highways Committee Meeting.

The Council noted a letter from a resident, Mrs. Rickards, who said that she would be very upset if the Village sign was changed, as her late husband designed the current sign. The Council asked the Clerk to write back to Mrs. Rickards, informing her that the Parish Council did not intend to alter the sign.

14. **DATES OF NEXT MEETINGS:**

24 January 2007 : Highways
29 January 2007 : Planning
7 February 2007 : Emergency Services
12 February 2007: Planning
21 February 2007 : PARISH COUNCIL
26 February 2007 : Planning
28 February 2007 : Recreation

The Meeting closed at 10h20 pm.