

**KEMSING PARISH COUNCIL**

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**Minutes of a meeting held in the Small Hall, St. Edith Hall, Kemsing,  
on Wednesday, 19<sup>th</sup> April 2006 at 8.00 p.m.**

PRESENT: Mrs. M. Cole (in the Chair)  
Mr. A. Andrews, Mr. D. Bennett, Mr. P. Burfield, Mr. B. Buttifant,  
Mr. G. Croughton, Mr. R. Dawes, Mrs. W. Ross, Mr. I. Rumgay, Mr. A. Waters

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

APOLOGIES: Mr. P. Kendall, Mr. M. Williams

Mrs. Doreen Farrow informed the Council that a cookbook, The Kemsing Quick Cook Book, was being created to raise funds for restoration work on St. Mary's Church. Parishioners were asked to give recipes to be included in the cookbook. Recipes could be placed in an envelope marked "Cook Book recipe", addressed to Mrs. Doreen Farrow or Mrs. Anne Shelly, and put through the Vicarage door, or placed in the box on the table at the back of the Church. Recipes could also be emailed to [anneshellyhg@yahoo.co.uk](mailto:anneshellyhg@yahoo.co.uk) or [originalfarrows@btinternet.com](mailto:originalfarrows@btinternet.com)

There were no changes in the Declaration of interest in the register.

1. **MINUTES**

The Minutes of the Meeting held on 8<sup>th</sup> March 2006, Reference **KPC/03/06** were approved, subject to the following amendments:

Page 2, Item 2(h), 10<sup>th</sup> line should read: "... payment of bills of £1,000 and **over**, excl. VAT."

Page 3, Item 4, 4<sup>th</sup> line should read: "..... notice **as to let** the general public....."

Page 3, Item 4. 5<sup>th</sup> line should read: " ..... no objection **to** the notices....."

*CARRIED* unanimously

8.05 p.m. [Mrs. W. Ross arrived at the Meeting.]

2. **MATTERS ARISING FROM THE MINUTES**

(a) PCSO – Police Community Support Officer (See Minute 2 (a) KPC/03/06)

The Clerk contacted Kent Police Authority and Sevenoaks District Council to enquire whether any progress had been made on the Partnership Agreement, and also if any confirmation with regards to the funding had been made available. Kent Police reported that discussions between their legal department and the Steering Group were continuing, and consideration had been given to remove the paragraph, that referred to the PCSO being paid whilst absent from work.

The Chairman reported receipt of a letter dated 7<sup>th</sup> February 2006, (received on 13<sup>th</sup> April 2006), from the Assistant Chief Constable at Kent Police Head Quarters, confirming that the Home Office were providing 100% funding in 2006/07 for those PCSOs employed by the end of March 2007, based on an average of 3.5 months in the post, and continuation funding of 75% in 2007/08.

*AGREED: That the Clerk would confirm in writing to Kent Police Authority that Kemsing Parish Council (KPC) wished to proceed with sharing a PCSO with Seal Parish Council, and had made provision in the 2006/07 budget for funding a PCSO, subject to KPC being satisfied with the changes in the Policing Partnership Agreement.*

(b) Recycling Facilities (See Minute 2 (b) KPC/03/06)

A letter dated 19<sup>th</sup> April 2006 had been received from the Recycling Co-ordinator at Sevenoaks District Council (SDC), confirming that once a suitable base was in place, SDC would locate and service three bottle banks at the Nightingale Road Recreation Grounds. Mr. Waters suggested that a notice be put in The Well magazine to inform residents about the site.

(c) Christmas Lights (See Minute 3(d) KPC/03/06)

The Clerk wrote to EDF Energy requesting a quote for the cost of installing a power supply in the Well area. The quote was awaited. Consultation continued regarding the lights at Dynes Road.

(d) Village Logo (See Minute 2 (f) KPC/03/06)

Ms. Evans would present the revised logo to the Parish Council in due course. Councillors requested that KPC reserved copyright of the logo, which would be used exclusively by the Parish Council on letter headings and office stationery.

*AGREED: That the Clerk would write to Ms. Evans to confirm KPC's desire to reserve the copyright of the logo.*

(e) Leisure Plots, Pilgrims Way (See Minute 2 (g) KPC/03/06)

*AGREED: The Council would not progress this matter any further.*

(f) Relocation of bus shelter (See Minute 2 (g) KPC/03/06)

Correspondence from Kent Highway Services and Sevenoaks District Council had been received regarding the relocation of the bus shelter and Mr. Buttifant proposed to refer this item to the Highways Committee, to be discussed at their next Meeting.

(g) Village Asset Group (See Minute 5 KPC/03/06)

The Council was asked when the Village Asset Report's recommendations were being adopted by the Parish Council. Councillors discussed the recommendations in detail.

Mr. Andrews commented on all the Recommendations indicating that in his opinion the majority would not be legally possible or desirable or even practical. Mr. Bennett agreed with Mr. Andrews' comments.

Mr. Dawes said that the report reflected ideas from people who lived in the Parish, and felt that the Parish Council should show leadership and initiate the process.

Mr. Croughton thought that there should be informal liaison between the parties taking part in the Report, and that a five year plan from St. Edith Management Committee was sensible.

Mr. Burfield advised that the Council could not adopt the recommendations as presented by the Group. It is necessary to formulate proposals to be presented to the Council for consideration.

- (h) Annual Parish Meeting (See Minute 2 (c) KPC/03/06)  
The Annual Parish Meeting was held on 15<sup>th</sup> March 2005 and a copy of the Minutes had been circulated to Councillors.

The following amendments had been identified:  
Page 3, 3<sup>rd</sup> Paragraph, 4<sup>th</sup> Line & 4<sup>th</sup> Paragraph, 1<sup>st</sup> Line:  
*"Mr. Jeff **Downing** should be replaced by Mr. Jeff **Downey**"*

Page 3, last paragraph, 1<sup>st</sup> Line should read:  
*"The Parish Council ..... 8 March 2006 Parish **Council** Meeting..."*

*After discussions, the Parish Council agreed to note Mr. Downey's proposal.*

### 3. **COMMITTEE AND OFFICER REPORTS**

- (a) Recreation Grounds Committee  
Mrs. Cole proposed and Mr. Rungay seconded:  
*"That the Council approves the Minutes of the Meeting held on 22<sup>nd</sup> February 2006, Reference RG/20/2005."*  
CARRIED unanimously

- (b) Planning Committee  
Mr. Dawes proposed and Mr. Croughton seconded:  
*"That the Council approves the Minutes of the Meeting held on 27<sup>th</sup> February 2006, Reference P/4/2006."*  
CARRIED unanimously

Mr. Dawes proposed and Mr. Andrews seconded:  
*"That the Council approves the Minutes of the Meeting held on 13<sup>th</sup> March 2006, Reference P/5/2006."*  
CARRIED unanimously

Mr. Dawes proposed and Mr. Waters seconded:  
*"That the Council approves the Minutes of the Meeting held on 27<sup>th</sup> March 2006, Reference P/6/2006."*  
CARRIED unanimously

- (c) Highways Committee  
Mr. Buttifant proposed and Mr. Croughton seconded:  
*"That the Council approves the Minutes of the Meeting held on 5<sup>th</sup> April 2006, Reference H/02/06."*  
CARRIED unanimously

(d) Reports by Officers

The next **Police Surgery** would be held at Kemsing Library on Saturday, 22<sup>nd</sup> April between 9.30 am and 10.30 am.

**Kent Police Authority** thanked the Parish Council in a letter dated 22<sup>nd</sup> March for supporting the Authority's decision to continue to have its own police force and was delighted to inform that they were successful in achieving this.

Sevenoaks District Council advised that they were running the **Gardening for Wildlife Award Scheme 2006** in partnership with Kent Wildlife Trust and North West Kent Countryside Partnership. The scheme was sponsored by Mid Kent Water and Kent County Council.

Mr. John Milligan suggested in writing that the Parish Council formally offers its support to the **Sustainable Communities Bill**. The Parish Council supported the Bill in June 2005 and the Clerk was asked to inform Mr. Milligan accordingly.

4. **St. EDITH HALL - RENOVATING THE MEETING ROOM**

Councillors were asked to discuss a letter from Mr. G. Palmer dated 18<sup>th</sup> March. Mr. Palmer asked the Council if the £20,000 had been included in the Parish Council's precept budget for either 2006/07 or 2007/08, what research had been undertaken by the Parish Council to identify specific sources of income that would be generated as a direct result of the proposed improvements to the meeting room, and would the Parish Council specifically identify which parties had shown interest in the meeting room once the works had been completed. The Council was asked to endorse the Finance Officer's reply to Mr. Palmer, which had been circulated to Councillors. Mr. Palmer was asked whether he would consider assisting the Hall Management Committee with advice on access to funds, and Mr. Palmer said that he would be able assist on an informal basis.

*AGREED: That the Council endorse Mr. Burfield's reply to Mr. Palmer.*

5. **NIGHTINGALE ROAD - COMMUNITY HALL CONSIDERATIONS**

Councillors considered a written request from Mr. D. Eley asking the Council whether consideration would be given to provide a community hall at Nightingale Road. Reference was made to the Kemsing Community Asset Report and Mr. Bennett was of the opinion that it would be too expensive and that there was already an oversupply of community buildings.

Mr. Burfield made reference to a Report in 2000, which had been agreed by the Council. (*Subsequent to the Meeting, KPC/20/2000 Item 16 Resolution (II) states: "That, in view of the likely considerable cost and effort, and burden to the Council Tax Payers of Kemsing, the Council does not pursue a Community Hall Project at the western end of the village - unless the Council is presented with a much stronger need."*)

*AGREED: That the provision of a Community Hall at Nightingale Road was not being pursued.*

6. **PARISH PROJECTS FROM INTEREST MONIES**

Councillors discussed a letter dated 19<sup>th</sup> March from Mr. A. Waters, and the note dated 9<sup>th</sup> March received from Mr. & Mrs. Watson. Mr. Waters suggested spending small amounts on Parish Projects, which could include a new village sign, cleaning up the graffiti-splattered objects in the village, removing the ivy growing between the car park kerb and the wall and repointing the Churchyard/Car park wall, and perhaps put up some sort of structure (like a bus shelter) at the Nightingale Road Recreation Ground where youngsters could congregate.

Mr. Burfield distributed a report with up to date finance figures on Capital Monies to all Councillors.

Councillors discussed the various suggestions by Mr. Waters:

*AGREED: That the Clerk would investigate the cost of a professionally made village sign and report back to the Council.*

*AGREED: That the Clerk would contact SDC to enquire about the costs of removing graffiti or hiring the anti-graffiti equipment from SDC.*

Councillors discussed the Churchyard/ Car park wall and there was uncertainty about the ownership of the Car park wall.

*AGREED: That Mr. Waters would establish ownership of the wall and provide the Council with a quote to remove the ivy from both sides and investigate the need and cost for repointing the wall.*

7. **WI SEATS (PRESENTED LATE 1920's)**

Mr. D. Eley informed the Council in writing of his knowledge that the metal seat ends of one of the original WI Seats had been found. It was thought that these had been discarded in the 1970's, but Mr. M. Lefevre had kept the seat ends in his store. The Kemsing Heritage Association considered producing a "museum" piece out of the remains of the WI Seat. Mr. Eley asked whether the Council would be agreeable to the request.

Councillors considered the request and agreed that the seat would be repaired and fitted at an appropriate site within the Village, rather than being used as a "museum" piece.

Mrs. Cole advised that Mr. Jim McIntyre was keen to undertake this restoration and that the ironwork was currently being cleaned.

Mr. Andrews proposed and Mr. Waters seconded:

*"That the Parish Council funds up to £400-00 to repair and fit the seat."*

*CARRIED* unanimously

Mrs. Cole suggested that the refurbished seat could perhaps replace the old seat at the Library, and Mr. Burfield suggested that notices be publicised to obtain suggestions from Parishioners on the preferred location for fitting the repaired seat.

8. **31-41 PARK LANE (KENTMERE HOMES)**

Councillors were asked to consider a letter dated 9<sup>th</sup> March from Kentmere Homes Limited, who had been interested in pursuing a residential re-development of the site for a number of 1,2 and 3 bedroom houses/flats, and to consider the question regarding land under license, No's 33,35,37,39 & 41.

Mr. Croughton proposed and Mr. Andrews seconded:

*"That the Council inform Kentmere Homes that it is willing to enter into discussions regarding the sale of the land."*

CARRIED unanimously

Mr. Burfield reminded the Council that professional advice would have to be sought to assist the Council in the decision making process.

9. **QUESTIONS FROM MEMBERS OF THE PUBLIC & PRESS**

Mr. B. Banister asked whether the Council would consider including supplementary information, such as correspondence, to the Agenda so that Parishioners could view the correspondence and have a better understanding of items that were being discussed.

Mr. Croughton proposed and Mr. Waters seconded:

*"That the Agenda that was sent to the Library, included all correspondence and reports that were not considered confidential by the Clerk and Chairman, for Parishioners to view."*

CARRIED unanimously

Mrs. D. Farrow asked whether a permanent reminder could be placed in The Well magazine to remind Parishioners that the Minutes and Agendas were available in the Library.

10. **BUSINESS REQUIRED BY STATUTE**

(a) Clean Neighbourhoods and Environment Act 2005 - Environmental enforcement

The Clean Neighbourhoods and Environment Act 2005 would allow Parish Councils to issue fixed penalty notices for littering, graffiti and fly posting offences from 6<sup>th</sup> April 2006. The Act had brought in a new system for controlling dogs, which replaced the current byelaw system. A copy of the Guide, which explained the powers, could be obtained from the Clerk's Office. There would be a training course for anyone authorised by the Parish Council to issue fixed penalty notices on its behalf to attend before they issue any such notices.

Mr. Croughton suggested that a copy of the guide be available for the proposed PCSO who act on behalf of the Parish Council.

11. **ACCOUNTS FOR PAYMENT**

Mr. Burfield proposed and Mr. Andrews seconded:

*"That the Council approves the list of payments Vouchers 348 to 383 for end of year 31<sup>st</sup> March 2006, and Vouchers 1 to 13 for 2006/07 Financial Year, and to approve payment of an invoice of £352-50 in respect of Surveyors expenses for an inspection of the St. Edith Hall and preparing a report for professional advice."*

CARRIED unanimously

*[Mr. Dawes & Mr. Buttifant were briefly absent from the Meeting]*

12. **INFORMATION REPORT**

The Council received the information report, and the papers referred to, were laid on the table.

9.55 p.m. Due to the confidential nature, the Chairman proposed to exclude the Press and Public for the next item.

13. **STAFF SALARIES**

The Council debated the document which had been circulated at the meeting laying out the salaries from the 1<sup>st</sup> April for the Clerk and Deputy Clerk based on the Council's current policy. The Council was also requested to select the Councillors who would carry out this year's Staff Interviews.

*AGREED: The Council accepted the proposal as presented by the Mr. Burfield, and appointed Mr. Andrews, Mr. Burfield, Mr. Croughton, Mrs. Cole and Mr. Dawes to conduct the Staff Interviews.*

*CARRIED* unanimously

10.05 p.m. The Chairman re-opened the Meeting for the Press and Public.

[PC Wilkinson arrived at the Meeting]

PC Wilkinson said that Police Surgeries would be held in a Mobile Police Station in future, and the Dynes Parade, St. Edith Hall car park and Noah's Ark had been identified as possible locations for the surgeries.

Mr. Andrews thanked PC Wilkinson on behalf of the Council for his hard work.

Mrs. Ross said that she would not stand at the election in May 2007 and due to family commitments she may not be able to attend many meetings. Mrs. Ross was urged to continue until the next election.

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

There were no matters discussed.

15. **DATES OF NEXT MEETINGS:**

24 <sup>th</sup> April 2006:	Planning
8 <sup>th</sup> May 2006:	Planning
10 <sup>th</sup> May 2006:	Emergency Services
17 <sup>th</sup> May 2006:	AGM Parish Council & Common Field Recreation Ground
22 <sup>nd</sup> May 2006:	Planning
24 <sup>th</sup> May 2006:	Recreation Ground
31 <sup>st</sup> May 2006:	Downland Management

*The Meeting was closed at 10.15 p.m.*

Yolanda Tredoux  
Clerk to the Council