

KEMSING PARISH COUNCIL

Clerk's Office, St. Edith Hall

Kemsing

SEVENOAKS

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Minutes of the Annual General Meeting of the Parish Council
held in the Small Hall, St Edith Hall, Kemsing
on Wednesday 18th May 2005 at 8.00 p.m.

PRESENT: Councillor AC Andrews (in the chair)
Councillors DV Bennett, P Burfield, B Buttifant, MR Cole,
B Dawes, PMH Kendall, W Ross, AV Waters, M Williams

IN ATTENDANCE: Mrs YN Tredoux (Clerk)
23 Members of the Public

APOLOGIES: G Croughton

The Chairman, Mr AC Andrews, opened the Meeting and welcomed all the Councillors and members of the Public. Mr Andrews said that he had been on the Council for some 28 years and decided not to stand as Chairman for the ensuing year.

1. **ELECTION OF CHAIRMAN**

Mr Andrews proposed, and Mr P Kendall seconded,
"That Mrs MR Cole be appointed as Chairman of the Parish Council for the ensuing year."
There being no other nominations, Mrs Cole accepted.

Mrs Cole signed the Declaration of Acceptance of Office in the presence of the Parish Clerk.

Mrs Cole welcomed Miss Lorraine Stack (newly appointed District Councillor) and Mr Nick Chard (newly appointed County Councillor).

Mrs Cole thanked Mr Andrews on behalf of the Council for the past 6 years for representing the Council as Chairman.

2. **ELECTION OF VICE-CHAIRMAN**

Mr Kendall proposed and Mr B Buttifant seconded:
"That Mr Andrews be appointed as the Vice-Chairman for the ensuing year."
There being no other nominations, Mr Andrews accepted.

3. **MEMBERSHIP OF COUNCIL COMMITTEES**

The Chairman proposed:
"That the Members of the Council Committees for 2005/2006 be appointed as per the amended list and appended in the Minute Book."

4. **APPOINTMENT OF REPRESENTATIVES**

The following appointments were made:

- (a) Kemsing Allotment Holders Association (1) B Buttifant
- (b) Kemsing Sports Association (2) B Dawes, A Waters
- (c) Pavilion Management Committee (2) B Dawes
- (d) St Edith Hall Management Committee

The Chairman advised that the nominations for this Committee were oversubscribed.

Mr M Williams proposed, and Mr B Dawes seconded:

"That the Council approve the appointment of Messrs A Andrews, P Burfield, B Buttifant, Mrs MR Cole, P Kendall, T Steley, Mrs M Robarts and Mrs S Sayers, who expressed their willingness to continue on the Committee, in the SEHMC letter to the Council dated 22nd March 2005."

Mr Williams and Mr Dawes accepted Mr P Burfield's amendment to the proposal.

"That the Council also intends in future, to give residents the opportunity to offer themselves as Trustees, to provide the Committee with a diversity of skills and interests".

CARRIED by 9 in favour and 1 abstention

- (e) Kent Association of Parish Councils (2) P Burfield, AC Andrews
- (f) Joint Management Committee for Kemsing Down Nature Reserve (3) D Bennett,
B Buttifant,
P Kendall
- (g) Oxenhill Meadow & Shaw Management Committee (2) D Bennett, B Buttifant
- (h) Churchyard Maintenance Committee Chairman of the Parish Council, Chairman
of the Finance Committee, Parish Clerk

5. **APPOINTMENT OF OFFICERS**

The following Officers were appointed for the ensuing year:

- (a) Public Transport Officer

Mr A Waters proposed and Mr Buttifant seconded:

"That Mr Croughton be appointed as Public Transport Officer for the ensuing year."
CARRIED unanimously

- (b) Trees Officer – (vacant)

The Chairman proposed from the Chair:

"That the Council removes this appointment."
CARRIED unanimously

- (c) Village Tidiness Officer

The Chairman proposed from the Chair:

"That the Council removes this appointment."
CARRIED unanimously

6. **SUBSCRIPTIONS 2005/2006**

Mr Bennett declared an interest as being a member of the Council for the Protection of Rural England.

Mr Burfield proposed and Mr Andrews seconded:

"That the Council approves the payment of the following Subscriptions paid under Section 137 of the Local Government Act 1972 and as amended by Section 36 of the Local Government &

Housing Act 1989, except those marked with an asterisk which are covered by separate legislation."

Kent Association of Parish Councils*	£700.00
Society of Local Council Clerks*	£110.00
Council for the Protection of Rural England	£25.00
Kent Men of the Trees	£25.00
Kent Wildlife Trust	£36.00
Open Spaces Society	£28.00
Byways & Bridleways Trust	£30.00
The London Green Belt Council	£10.00
Kent Rural Community Council	£30.00
Darent River Preservation Society	£5.00

Mr Kendall asked the Clerk to make a list of all the queries and help the Parish Council would get from the Kent Association of Parish Councils for this year and to report next year to query value for money received from this organisation.

CARRIED by 9 in favour, 1 abstention

7. **MINUTES**

Mrs Cole proposed from the Chair:

"That the Council approve the Minutes of the Meeting held on 20th April 2005, reference KPC/04/05, subject to the following amendments:"

Item 2(d), second paragraph, 5th Line: "proof" should read "prove"

Item 3(b), second paragraph, 5th and 6th lines "clean" should read "clear"

CARRIED by 9 in favour, 1 abstention

8. **MATTERS ARISING FROM THE MINUTES**

(a) Affordable Housing (See Minute 2(b))

Mr Andrews reported that a leaflet had been prepared by the Clerk and would be distributed as soon as the date had been set for the "Village Information Day". The leaflet would be subject to the Council's approval prior to distribution.

(b) PCSO - Police Community Support Officer (See Minute 4)

Councillors had been asked to note the report compiled by Mr Bob Banister. In his report, Mr Banister had set out details of various interviews he had undertaken with different people, such as Otford Parish Clerk, Deputy Clerk and Chairman, Seal Parish Clerk, The Crime Reduction Sergeant at Tonbridge Police Station, The Supervisor of PCSO's in West Kent Police Area and The Community Development Manager at Sevenoaks District Council.

The Chairman thanked Mr Banister on behalf of the Council for his time and effort for preparing the report.

Mr Banister briefly outlined the different roles of a Special Constable and a PCSO, and also referred to the report and said that in the 2004 tranche, a PCSO had been recruited and allocated to Kemsing, but this was subsequently cancelled by Kemsing Parish Council.

Mr Andrews said that it was incorrect to say that Kemsing Parish Council had cancelled the offer of a PCSO. Sevenoaks District Council had required an answer within days of the limited information being sent to the Council, leaving insufficient time to give proper consideration to the idea, or to consult with other parishes.

The Clerk contacted Seal Parish to arrange a meeting, and was awaiting a response from Seal. Councillors had been asked to note an email received from Mr Kozlowski expressing his gratitude for the actions of PC Wilkinson. In his email, Mr Kozlowski thanked PC Wilkinson for his assistance on the night of 29th April 2005, when a group of youths were throwing litter at the shop windows and the flat windows upstairs. Mr Kozlowski called 999 and PC Wilkinson, who arrived within minutes of the call, gave the youths a verbal warning, rang their parents and made them pick up the litter they had thrown around. Mr Kozlowski felt that that was the reason why a PCSO would be the perfect support for full-time Police Officers like PC Wilkinson, who must patrol several villages. A discussion took place and Mr Burfield proposed and Mr Bennett seconded:

"That Kemsing Parish Council could not afford funding a full time PCSO and that the Council would contact Seal Parish Council to establish their interest to share a PCSO."

DEFEATED 4 in favour, 6 against

Mr Andrews suggested that the Clerk contact Sevenoaks District Council to ask whether there were any other parties in the area who might wish to share a PCSO. Brasted was identified as a possible partner.

Mr Dawes was of the opinion that the Council could afford a full time PCSO. Mr Waters proposed and Mr Dawes seconded:

"That the Council would in the first instance explore the possibility of sharing a PCSO with Seal Parish Council at 50%. However, in the event of Seal PC not being able to share 50%, the Council would explore the possibility of fully funding a full time PCSO for our village."

CARRIED unanimously

(c) Annual Parish Meeting (See Minute 2 (f))

The Chairman asked the Council to consider matters that had not been dealt with.

Mr Andrews referred to Item 3(d) "Village Facilities" of the Annual Parish Meeting, which had been held on the 16th March 2005. Mr Andrews drew attention to a letter that the Council had received during tonight's meeting from the Vicar, Mr Nigel Ashworth, dated 17th May 2005.

In his letter, Mr Ashworth urged the Council to ask members of the Committee it appoints to adopt an entrepreneurial attitude towards the affairs of the Hall and suggested that the new Committee might produce, within a limited period of four to six weeks, a business plan to show how it hoped to develop the usefulness and viability of the St Edith Hall for the future.

Mr Ashworth asked the Parish Council to convene a Meeting with all the representatives of all the various organisations, to consider the facilities available at all of the halls at the eastern end of the village.

Mr Andrews reported that Mr Neil Forret, Treasurer of the Pavilions Management Committee), expressed his concern about rumours that the Pavilion is in financial difficulty, and wanted to make it clear that this was not the case.

It was decided that Mr Dawes would organise and Chair a Meeting with all the representatives of all the various organisations in the Village.

9. Land east of Childsbridge Lane, offered for sale - Sevenoaks Chronicle Home Buyer 12th May 2005

Members had been asked to consider a letter dated 12th May received from resident Mr Don Eley. In his letter, Mr Eley urged the Council to investigate ways to secure this area from inappropriate development, for the benefit of the Community. Mr Dawes outlined the history of this land and said that Kemsing Parish Council and Sevenoaks District Council had refused two previous applications on this land in the past. Mr Burfield felt that the PC would have to discuss the matter with the current owner. Mr Waters said if consideration was given to buying the land, it would have to be bought at a realistic price and could be used for additional recycling facilities.

Mr Dawes proposed and Mr Burfield seconded:

"That the Parish Council attempt to obtain the agricultural valuation of the land and confirms the actual size of the land, where after the current owner could be approached "

CARRIED by 9 in favour, 1 abstention

Mr Eley, informed the Council that he had been advised from District Councillor, Simon Reay, that should anyone observe any unauthorised activity on the site, they should contact Mr Reay immediately, and also alert Sevenoaks District Council, who have said that they would respond promptly and take the appropriate action.

10. Kent Police Parish Special Recruitment Campaign

The Chairman read a letter dated 20th April 2005 received from Kent Police, which had previously been circulated to all Councillors. Kent Police were committed to increasing the establishment of the Special Constabulary and were particularly interested in recruiting more Parish and Neighbourhood Special Constables. The role of Parish and Neighbourhood Special Constables would be performed by volunteers, who, after training provided their free time to work with Kent Police for the benefit of their local community. (Leaflets explaining in more detail could be obtained from the Clerk).

Mr Williams and Mr Burfield asked whether the Parish Council could advertise this in the Seal Advertiser and the Well Magazine.

It was agreed that the Clerk would prepare a suitable item inviting interest in the role of a Special Constable for Kemsing, to be submitted for inclusion in the Well Magazine and the Local Advertiser.

11. Parish Council Website

Mr Waters proposed and Mr Burfield seconded:

"The Parish Council join in the KCC sponsored website, and that the Clerk be responsible for maintaining it and that we end our existing arrangements with Kent Communities website." and Mr Burfield added: "That the Council replace the existing internet service with Broad Band, to update the system in the Office."

Members discussed the letter dated 26th April 2005 from Councillor Waters, which had been previously circulated to Members. The existing website formed part of the Kent Communities website, but it took a lot of patience to find (it is no 78 on the list of websites featuring Kemsing) and it was not maintained (the more recent photo was sent several months ago that had still not been inserted). A new website would be a great improvement and would enable the Council to do more with it.

CARRIED unanimously

12. **BUSINESS REQUIRED BY STATUTE**

Public notices of the Accounts for the year ending 31st March 2005 had been displayed.

13. **STATEMENT OF ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2005**

The Statement of Accounts was handed to Councillors at the Meeting.

Mr Bennett requested that in future, statements would have to be made available prior to the Meeting to enable Councillors to read them.

Mr Burfield proposed and Mr Andrews seconded:

"That the Council approves the Accounts for the Year to 31 March 2005."

CARRIED by 9 in favour, 1 abstention (Mr Bennett)

14. **COMMITTEE & OFFICER REPORTS**

(a) Planning Committee

Mr Dawes proposed and Mr Andrews seconded:

"That the Council approve the Minutes (previously circulated) of the Meeting held on 18th April 2005, ref. P/7/2005"

CARRIED unanimously

(b) Emergency Services Committee

Mr Burfield proposed and Mrs Ross seconded:

"That the Council approve the Minutes (previously circulated) of the Meeting held on 4th May 2005, Reference ES/17/05"

CARRIED by 9 in favour

(Mr Dawes did not participate in this vote, as he was briefly absent from the Meeting)

(c) Mrs Cole thanked Mr John Farrow, Mrs Doreen Farrow, Mr Fred Lomas and Mr Roy Wilmore for their clearing up Oxenhill Shaw on "Village Spring Clean Day".

(d) Mrs Cole drew attention to an invitation received from the Citizens Advice Bureau. Their Annual Meeting would be held on 8th June 2005 and Members were asked to contact the Clerk if they were interested.

(e) Mr Dawes informed the Council that he had been in contact with a lady who would assist in compiling the logo and said that any ideas from the Councillors would be welcomed.

(f) Mr Andrews informed the Council of a letter received from Mr J Moreton-Robertson which dealt with various issues regarding the St Edith Hall, and that this letter had

been forwarded to the St Edith Hall Management Committee. Mr Andrews had sent a reply on behalf of the Parish Council to Mr Moreton-Robertson.

- (g) The Chairman read a letter dated 9th May 2005 received from Sevenoaks District Council - "Generation X". The project aimed to increase young people's understanding of democracy and how the electoral process works. Miss Lorraine Stack would obtain more insight and report back on how this project could be promoted by Kemsing Parish Council.

15. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions from Members of the Public.

16. **INFORMATION REPORT**

The Council received the Information Report, which had been circulated with the Agenda, and all the papers referred to, were laid on the table.

17. **ACCOUNTS FOR PAYMENT**

Mr Burfield proposed and Mr Andrews seconded:

"That the Council approve the list of voucher numbers 42-61."

CARRIED unanimously

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

Mr Andrews informed the Council of a letter he had received from The Noah's Ark Residents Association, dated 28th April 2005. In this letter, The Noah's Ark Residents Association expressed their thanks to the Council for the help and support in their quest to have traffic calming measures introduced. The Association also thanked the Parish Council for providing the insurance cover for the Noah's Ark Christmas Tree.

The Chairman proposed the exclusion of members of the Public and Press and the following items were discussed:

- (a) Kemsing Parish Council SEHMC v St. Edith Club
Mr Kendall reported on the present legal situation, and was pleased to say that a resolution of the dispute was now in sight. A copy of his report to be appended to the Minutes.
- (b) Clerk's Review
The probationary period for the Clerk expires on the 1st June 2005 and the Parish Council agreed that the original members who had selected the Clerk would reconvene to decide the form of the review and to carry out the task.

19. **DATES OF MEETINGS**

1 June 2005: Highways
8 June 2005: Finance
13 June 2005: Planning

KPC/05/05

15 June 2005: Parish Council
Common Field Recreation Ground Trust
22 June 2005: Emergency Services
27 June 2005: Planning

Yolanda Tredoux
Clerk to the Council