

**KEMSING PARISH COUNCIL**

Clerk's Office, St. Edith Hall

Kemsing

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**Minutes of a Meeting of the Parish Council**  
**held in the Small Hall, St Edith Hall, Kemsing**  
**on Wednesday 17 September 2003 at 8.00 p.m.**

COUNCILLORS PRESENT:           A C Andrews (in the Chair)  
  P R Burfield, M R Cole, G Croughton,  
  A M Davies, R J Dawes, P C Miles,  
  A V Waters, M J Williams

IN ATTENDANCE:                   S E Palmer, Deputy Parish Clerk

APOLOGIES:                       Councillors D V Bennett, B D Buttifant,  
  P M H Kendall, W Ross  
  District Councillor J Course

**Declarations of Interest in the Register**

No new Declarations were made.

**1. MINUTES**

The Minutes of the Meeting held on 20 August 2003, reference KPC/8/03, having been circulated previously, were approved and signed subject to an amendment.

**2. MATTERS ARISING FROM THE MINUTES**

- (a)     The St Edith Hall Lease with The St Edith Club (see Minute 2(a))  
The Council was advised that The St Edith Club had been served with a Notice of Termination of Tenancy regarding the Club Room and the Billiard Room. Their solicitors are at present challenging this Notice. A response is awaited from the Club.

Mr Dawes requested that it be made clear in the Minutes of the Meeting that The St Edith Club is not being evicted from the premises.

It was AGREED that Mr R Norman would be advised of the current situation.

- (b)     Kemsing Lawn Tennis Club (Minute 2(b))

The Deputy Clerk informed the Council that the Lease in its current form was unacceptable as Kemsing Lawn Tennis Club had been advised that it was necessary for The Club to form a Trust as only Trustees can hold land for an unincorporated body. Accordingly Kemsing Lawn Tennis Club will be calling an Extraordinary Meeting on 20 October 2003 in order to agree the changes to the Constitution and Rules that will put the Trust status into effect. The solicitors

acting for the Parish Council will have sight of the new Trust document in due course.

A new Lease will be forthcoming from the solicitors acting on behalf of Kemsing Lawn Tennis Club. These solicitors will liaise directly with Mr Leathers from Knocker & Foskett who is acting on behalf of the Parish Council and the Parish Council will be given permission to sign the new Lease once it has been approved by Mr Leathers.

- (c) Affordable Housing/The Rural Housing Trust (Minute 2(c))  
The Parish Office has received copies of the Survey Letter and Form and can confirm that the Parish Newsletter has been completed and is currently being printed. Delivery to households is expected to be from 1 October 2003.
- (d) Closed Circuit Television (Minute 2(h))  
Mr Andrews reported on an incident concerning a car being broken into whilst parked in the Village Car Park together with a letter from a resident urging the Council to install CCTV at this location. It was also reported that an article has been included in the Parish Newsletter asking people to comment on the desirability of the Parish Council installing CCTV to cover Parish owned property and vulnerable public places.

It was AGREED that no decision would be taken until comments had been received from members of the public following delivery of the Newsletter but Sevenoaks District Council would be sent a copy of the e-mail detailing the incident in the Car Park as they have an interest in this site.

- (e) Appointment of an Internal Auditor (Minute 2(i))  
Mr Wonga Mzimba has accepted the appointment of Internal Auditor for the year 2003/2004 and is scheduled to undertake an Interim Internal Audit on 14 October 2003. This is anticipated to be completed within two days.
- (f) Appointment of a Financial Adviser (Minute 2(j))  
Mr Burfield advised the Council that he was actively researching this issue and was awaiting clarification on a number of points. Mr Burfield confirmed that he would be giving a full report to the Finance Committee at the meeting scheduled for 1 October 2003.

The Deputy Clerk confirmed that The Alliance & Leicester had not responded to the application as yet but would be chased prior to the Finance Meeting.

- (g) St Edith's Road/West End (Minute 4)  
At the Highways Committee Meeting dated 2 September 2003 the Committee agreed to consider double yellow lines and thin railings. They will report back to the Council at a future date.

Mr Andrews read out a letter sent to parents of children attending Kemsing Primary School advising them not to park in St Edith Road but to use the Car Park nearby. Councillors were advised that PC Jackie Allen would be policing this area with a view to prosecuting drivers who park illegally. A similar notice will be appearing in the Parish Newsletter to be distributed in October.

Mr Andrews read a letter from District Councillor J Course advising that a satisfactory solution to the problems on West End between Kemsing Garage and St Ediths Road had not been found. Mr Waters suggested that as the road was in a Conservation Area, perhaps a 'herringbone pattern' footpath could be considered as a means of raising the pavement. Councillors AGREED to look at other areas to see what other Parishes had done. It was also AGREED that the Highways Officer will be approached to explain fully why the pavement cannot be raised and if not, would it be possible to lower the road? It was felt that as many members of the village had commented on the safety aspects of this issue, with cars regularly mounting the pavement, it would not be unreasonable to ask Sevenoaks District Council to look harder for a solution before someone is hurt.

Finally, Mr Andrews read out the following anonymous letter:

Dear Parish Council

It is simply wonderful: West End has a new road surface and it look very sturdy indeed. Set fair to last a long time I should guess. What's really good is that we who live along the road can now hear every traffic movement going up and down, even behind our double glazing.

The new surface has nicely raised the level of the road so that the difference between road and kerbstone is, in places, very nearly gone. And what is best of all, the sweet green fringe sprouting at the very edge of the road has been preserved. Indeed, in places, it has been allowed to creep onto the pavement itself. This is really most charming. Quaint, one might say.

And then the pavements themselves: the pattern of cracks mixed with the rough scraped patched is, at times, brilliantly abstract. Wonderful quality achieved from random factors.

So thanks, Parish Council. Seal has brick pavements and iron bollards. Otford has a super smooth and quiet road surface.

Kemsing? Well... there you are.

Yours sincerely  
A Resident of West End.

The Council was advised that two further bollards will be erected on the pavement outside the Wheatsheaf Public House and the original bollards repositioned due to incorrect placement when first installed.

- (h) Leisure Plots (Minute 5)  
The documentation has been completed and signed and a cheque has been sent to Mr Grove of the SDC Legal Section.
- (i) Vacancy for a Village Tidiness Officer (Minute 6)  
Mrs Cole advised that two Village Tidiness Officers were appointed on 10 September 2003. Mr Fred Lomas will be employed by the Council on a PAYE basis and Mr John Farrow has stated his preference for being self-employed under the same conditions but will be responsible for his own tax liability.

The group responsible for these appointments have agreed to increased routes to include Honeypot Lane and Watery Lane and have defined the number of visits to be carried out weekly to known trouble spots. All other areas will be cleared fortnightly. Mr Lomas will be responsible for the western end of the village and Mr Farrow the eastern end.

Mr Farrow would continue to be aided by the Noahs Ark Residents Association who kindly arrange clearance sessions during the winter months in the Noahs Ark and Honeypot Lane areas.

Mrs Cole also reported that the Officers will be arranging a Spring Clean day to include local volunteers.

Mr Davies offered his thanks on behalf of the Council to the group involved in arranging these appointments.

- (j) Community Policing (Minute 7)  
Following an enquiry to PC Jackie Allen concerning the availability of Dave Birchell, the Council was advised that Mr Birchell had placed a number of reports concerning incidents in the Nightingale Recreation Ground area of the village. It was AGREED that the Clerk would ask Mr Birchell for a brief report of his activities in the village and the type of problems he is encountering.
- (k) The Kemsing Logo (Minute 9)  
Mr Dawes confirmed that he was willing to co-ordinate the Working Group looking into the proposition of whether a new Logo is required and Mr Burfield recorded his interest in joining this Group.

Mr Dawes suggested that the pupils of Kemsing Primary School may be willing to put their ideas on paper, with nominal prizes being awarded. There would be no guarantees their designs would be used but some imaginative ideas may be forthcoming. It was AGREED that Mr Dawes would progress this suggestion with the School.

- (l) Kemsing Christmas Lights 2003 (Minute 11)  
The Clerk has approached Phase Electrical who were not interested in quoting and Edwards Electrical, following an inspection, have since withdrawn their interest. The Clerk is now awaiting a written quotation from Security & Electrical.

The Newsagent at Dynes Road has agreed to run the electricity supply from his premises again. The new Landlord at The Bell Public House will be approached in October regarding the electricity supply for The Well Area decorations.

It was AGREED that the Clerk will investigate costs for a new skein of lights and also for commercial coloured lights which may be suitable for the shop fronts at Dynes Road and will report at the meeting in October.

### 3. **BUSINESS REQUIRED BY STATUTE**

No new business has been received.

4. **PROVIDING INDEMNITIES TO RELEVANT AUTHORITY OFFICERS AND MEMBERS**

Following a review of the report issued by Mr Bennett it was proposed from the Chair that the Council's response to this consultation paper (Annex 4 of the report) be sent without alteration.

Mr Andrews thanked Mr Bennett for his detailed report on this subject.

5. **PERIODIC ELECTORAL REVIEW OF KENT COUNTY COUNCIL**

The Council noted the draft recommendations on future electoral arrangements.

6. **VISIT BY THE LORD LIEUTENANT OF KENT**

Mr Andrews read the proposed Letter of Invitation each attendee would receive regarding the visit by The Lord Lieutenant of Kent, Mr Allen Willett. It was agreed that Mr Bennett and Mr Buttifant would be asked to accompany him on the walk over Green Hill to the Topograph and that Mr Buttifant would also be asked to accompany Mr Willett to the Dynes Road area. The Heritage Centre would be asked to be on standby in the event of wet weather.

7. **COMMITTEE & OFFICER REPORTS**

(a) Planning Committee

The Council approved the Minutes of the Meeting held on 4 August 2003, ref. P/12/2003.

Mr Croughton asked that "will be" is changed to read "was" in Item 6 (i) ref. P/13/2003.

The Council approved the Minutes of the Meeting held on 1 September 2003, ref. P/13/2003.

(b) Highways Committee

The Council approved the Minutes of the Meeting held 2 September 2003, ref. H/14/2003.

Members noted the Committee's Recommendation on CCTV. Further discussion on this topic is recorded in Minute 3(d) of these minutes.

Members noted the Committee's Recommendation and it was PROPOSED by Mr Croughton and SECONDED by Mr Waters that the Report on the Proposed new Public Footpath at Oxenhill Shaw be adopted with the addition of the existing permissive path from Nightingale Recreation Area as far as the end of Dynes Road.

(c) Downland Management Committee

The Council approved the Minutes of the Meeting held 13 August 2003, ref. DM/13/03.

(d) Any other Reports by Officers

An invitation had been received from the Rail Passengers Society for the South East to attend a meeting in Gillingham on 11 November. Mr Croughton, as Transport Officer, agreed to attend this meeting on behalf of the Parish Council.

The Planning Committee has received the Consultation Draft of the Kent and Medway Structure Plan and will prepare a report to present to the Council at the October Parish Council Meeting.

Mr Andrews advised that he would be unable to attend the Remembrance Day Service and Parade this year and asked Mrs Cole in her position as Vice Chairman to take his place. Mrs Cole was also asked to oversee the bugler during the parade.

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

No members of the Public were present.

9. **INFORMATION REPORT**

The Information Report, previously circulated, was received by the Council.

10. **ACCOUNTS FOR PAYMENT**

The Council approved:

- (a) Accounts already settled voucher nos. 137 - 149
- (b) Accounts paid, voucher nos. 155 - 169
- (c) To note receipts, voucher nos. 150 – 154
- (d) Cheques for payments nos. 202474-202478

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

To ask for any matter to be raised at the next Meeting, and to report any Good News.

Matters to be raised in the future:

Attendance by 'Country Eye' Officers – October 2003

Parish Office Storage Systems – c/f October 2003 (Imd)

Possible future development of St Edith Hall – October 2003

Consideration of the Consultation Draft of the Kent & Medway Structure Plan. – October 2003

Invitation to the Detached Youth Worker, Miss J Down, to meet the Parish Council – November 2003

12. **DATES OF MEETINGS**

24 September Recreation Grounds

29 September Planning

1 October Finance

8 October Downland Management

13 October Planning

15 October **PARISH COUNCIL**

The meeting closed at 9.40 p.m.

Sharon Palmer  
Deputy Parish Clerk