

KEMSING PARISH COUNCIL

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Minutes of a meeting of the Parish Council held in the Small Hall, St. Edith Hall, Kemsing, on Wednesday, 19th July 2017 at 7.30 p.m.

PRESENT: Mrs. M. Cole (in the Chair)
Mr. A. Andrews, Mr. D. Bennett, Mr. P. Burfield, Mr. B. Buttifant, Mr. P. Dillon,
Mr. P. Eaton, Mr. R. Lang, Mrs. M. Robarts, Dr. P. Walker

IN ATTENDANCE: 1 Member of the Public (Mrs. R. Banister – St. Mary's PCC Secretary)
County Councillor Mr. R. Gough [arrived at 8.40 p.m.]
Mrs. Y. Tredoux (Clerk)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr. M. Hudson and Mrs. R. Wedderburn-Day.

2. **DECLARATIONS OF INTERESTS**

There were no declarations received.

3. **DISTRICT COUNCILLORS REPORTS**

There were no reports received.

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

No questions were received.

5. **MINUTES**

Mrs. Cole proposed:

"That the minutes of the meeting held on 21st June 2017, Ref KPC/06/2017, be approved."

CARRIED unanimously

6. **MATTERS ARISING FROM THE PREVIOUS MINUTES**

(a) Park Lane Nature Reserve Area & Fairfield Close Area (Minute 6(a) KPC/06/2017)

The matter is being progressed.

(b) Fencing at Nightingale Road Recreation Ground (Minute 6(b) KPC/06/2017)

The fencing work was now completed.

Mr. Dillon raised concern about a 1.6m gap in the fence at the youth shelter (between a tree and a post) but this was probably inadequate to allow for vehicular access. Two gaps (2.2m and 2.5m respectively) either side of the large tree at the entrance to the car park may leave the site vulnerable. Mr. Bennett suggested installing additional posts to reduce the gaps.

Mrs. Cole said it was unlikely for vehicles to drive through the gaps and proposed:

"That the Council does not take any further action at the moment."

A discussion ensued during which Mr. Dillon subsequently said that access through these gaps would actually necessitate the removal of some tree branches.

CARRIED 9 in favour, 1 against

Mrs. Cole suggested Mr. Bennett visits the site to look at the gaps and to raise any concerns directly with the fencing contractor.

A quotation for a “no parking” sign to be installed at the barrier by the youth shelter had been obtained by the Clerk as vehicles are being parked in front of the barrier, restricting access for the gang mower. *This was AGREED.*

(c) Interactive speed warning sign at Childsbridge Lane, Kemsing (Minute 6(c) KPC/06/2017)
Please see Item 15(e) below.

(d) Small Business Rate Relief (Minute 6(d) KPC/06/2017)
The relevant information had been sent to District Councillor Mr. Reay on 11th July 2017.

(e) 20mph Speed Limit request (Minute 6(e) KPC/06/2017)
The Group would meet in August or September to progress the matter.

(f) Common Field Recreation Ground Trust (Minute 6(j) KPC/06/2017)
The Brokers had confirmed that the inactivity fee did not apply on a certificated account and would not be charged.

Further correspondence from the Brokers regarding the share certificates and dividends was noted. It would be necessary to sign two separate bank mandate forms in order to receive the dividends electronically.

- *RESOLVED: It was AGREED that any three Councillors (who are current signatories on the Charity's bank account), are permitted to sign the mandate forms.*

(g) Post Office closure (Minute 6(k) KPC/06/2017)
Kent County Council's Department for Libraries and Archives offered to meeting the Parish council to discuss the possibility of using the Kemsing Library as a base to provide post office services from. Mrs. Cole and the Clerk would attend a meeting with interested parties in August.

(h) St. Mary's Church hall replacement (Minute 12(n) KPC/05/2017)
A letter dated 2nd July 2017 received from the St. Mary's Church Parochial Church Council asking the Parish Council to provide a licence for temporary vehicular access across the car park during the construction of a replacement church hall was considered. A copy of an email to the PCC from the former owner confirming that they had no objection in allowing this temporary vehicular access was also noted.

A debate ensued in which concern was raised regarding the impact such building works would have on the car park users, in particular during school drop off and collection times and also subsequent repairs to the car park as a result of the building work. It was suggested to draw up an agreement between the PCC, Parish Council and St. Edith Hall Management Committee) before any works start to identify the potential problems.

- *It was AGREED that the Parish Council, before agreeing to any arrangements, should seek clear confirmation from the former owner that they have agreed to allow temporary vehicular access across the car park for the construction of the replacement church hall and that as a result, this action would not give rise to any claim for payment to the contract under the terms of the sale of the car park between the former owner and Kemsing Parish Council.*

The Parish Council would welcome a draft agreement from the PCC in which they should stipulate their requirements in terms of a temporary vehicular access.

Mrs. Banister thanked the Parish Council and left the meeting.

7. **PARISH COUNCILLOR RESIGNATION**

Mr. R. Dawes, a long standing Parish Councillor for more than 20 years, had tendered his resignation from the Parish Council. Mr. Dawes' valuable contribution to the Parish Council and the village would be greatly missed.

- *The Clerk would inform the District Council accordingly.*

8. **St. EDITH HALL COMMITTEE ROOM FURNITURE**

The two chairs in the Committee Room used by the Parish Council for Committee meetings since 1957 were in desperate need of repairs and a quotation for the repairs was considered.

- *RESOLVED: To accept the quotation of £289 (Vat not included) for the refurbishment of the two seats. Funds to be paid from the General Contingency Fund.*

9. **KEMSING PRIMARY SCHOOL SWIMMING POOL**

Mrs. Cole was aware of signs that had been put up in the swimming pool area, recognising the benefactors who had provided financial support for the swimming pool project, but there was no recognition for the Parish Council's contribution in the same way. Mrs. Cole asked the Council to consider providing a suitable plastic sign endorsing the Parish Council's contribution. *This was AGREED. Mrs. Cole would draft the proposed wording and gauge Councillors' opinions via email.*

- *RESOLVED: That the Parish Council provides an engraved plastic sign recognising its donation on behalf of the village with a request to the Parent Teachers' Association that it be displayed alongside the other signs.*

10. **KENT FIRE AND RESCUE SERVICE – FIRE HYDRANTS**

Correspondence received from Kent Association of Local Councils on the initiative for Parish Council's to sign up to do the visual inspections was noted.

11. **DONATIONS & SUBSCRIPTIONS**

There were no requests for donation or subscriptions.

12. **ACCOUNTS FOR PAYMENT**

Mr. Eaton proposed, seconded by Dr. Walker:

"That the Parish Council approves the list of payments (Vouchers 62 to 84) and to note the list of receipts (Vouchers 5 to 7).

CARRIED unanimously

It was noted that the annual rent income had been received from the Kemsing Heritage Centre for the use of the building. Mr. Burfield reminded the Council that there should be an increase in the rent, reviewable every three years and although the lease is between Kemsing Parish Council (which is the Custodian Trustee of the St. Edith Hall) and Kemsing Heritage Centre the rent monies should be passed on to the Charity St. Edith Hall Management Committee.

13. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Andrews proposed, seconded by Mr. Burfield:

"That the Parish Council notes the minutes of the meeting held on 19th June 2017, Ref No P/10/2017;

That the Parish Council notes the minutes of the meeting held on 3rd July 2017, Ref No P/11/2017."

CARRIED unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mr. Lang:

"That the Parish Council notes the minutes of the meeting held on 31st May 2017, Ref No RG/03/2017."

CARRIED unanimously

Mrs. Cole informed Members of a vandalism incident over the weekend at Nightingale Road Recreation Ground where excrement had been smeared on the play area equipment. Mr. Lang had been made aware of the incident on Saturday and subsequently referred it to the Sevenoaks District Council's out of hours' emergency team who had taped off the area with red barrier tape on Sunday morning. Unfortunately they were unable to do any cleaning work over the weekend.

Mr. Lang visited the site again on Sunday evening when he noticed that the barrier tape had been torn and partly removed. In light of these incidents, it is prudent to adopt a procedure for the Parish Councillors responsible for inspections on how to deal with such events. The Recreation Grounds Committee would consider this at the next meeting. Mrs. Cole thanked Mr. Lang for dealing with this.

- *Meanwhile, it was agreed that the Parish Councillors carrying out the inspections should be supplied with suitable laminated signs, red tape and chains to lock down the play areas if necessary.*

Mr. Andrews suggested the village should be informed of the costs to the Parish Council in dealing with anti-social behaviour and vandalism via the next edition of The Well magazine.

(c) Downland Management Committee

Mr. Bennett proposed, seconded by Mr. Dillon:

"That the Parish Council notes the minutes of the meeting held on 7th June 2017, Ref No DM/04/2017."

CARRIED unanimously

(d) Finance Committee

Dr. Walker proposed, seconded by Mr. Bennett:

"That the Parish Council notes the minutes of the meeting held on 28th June 2017, Ref No F/01/2017."

The following recommendation (Item 9(a)) was considered and approved.

"To update the bank mandates at four-yearly intervals, following the local Parish Council elections. If the number of authorised signatories falls below six at any time, the Council should then take the relevant steps to raise the number again to no less than six.

To remove ex-Councillor Mr. G. Croughton as signatory from all bank accounts.

Mr. Andrews (Vice-Chairman of the Council) to replace Mr. Croughton as signatory on the Scottish Widows Bank account."

Mr. Burfield asked clarification of the actual number of authorised signatories and a brief debate ensued. It was confirmed that there should be six signatories to the bank account at any one time, and that the bank mandate should be updated as and when necessary to ensure this.

CARRIED unanimously

Mrs. Cole raised the issue of ownership of the horse trough and wall at The Well area. It was concluded that the Parish Council is responsible for these and as such, *it should be included on the Parish Council's asset register.*

Mrs. Cole had asked a stonemason to provide a quotation for the repairs to the wall.

14. **CONSULTATIONS**

There were no consultations.

8.40 p.m. County Councillor Mr. R. Gough arrived at the meeting.

15. INFORMATION REPORTS

(a) Chairman's Report

- * *Replacement bench for the late Mr. E. Lott (Minute 6(i) KPC/06/2017).*
Mrs. Cole read an email dated 15th July 2017 received from the family confirming that they would proceed with the installation of a bench at the bottom of The Landway.
- * *Oxenhill Woods Nature Event (Minute 13(a) KPC/05/2017)*
A letter of appreciation from Otford Parish Council for the financial contribution was noted.
- * *Request for a memorial to SGT Pilot Jack Hammerton (Minute 12(d) KPC/05/2017)*
The stone would be installed between 1st and 2nd September 2017 and a dedication ceremony is planned for Saturday, 23rd September to which Parish Councillors were invited.
- * *Land at rear of Montfort Road, Kemsing*
A local resident is concerned about the overgrown state of the land in Brookfield at the rear of 11 to 14 Montfort Road and asked the Parish Council's assistance to establish ownership of the land with a view to inform the owner of the overgrown vegetation and possible damage to fences. *Mrs. Roberts would ask the resident for more information as to the exact location of the area in question and report back to the Clerk, who was instructed to pass the information to the Environment Agency.*
- * *Bus shelter at Greenlands Road and oil leakage on the road (Minute 6(g) KPC/04/2017)*
A Noah's Ark Residents' Association representative informed the Clerk of more oil leakages on the road in front of the bus shelter.
The Clerk was asked to write to the Environment Agency again and also to Go-Coach.

The road name sign had also been damaged and the *Clerk would report this to Sevenoaks District Council.*

(b) Reports from Councillors

There were no reports received.

(c) Publications for information

Clerks and Councils Direct – July 2017 Magazine

(d) Condition of Pilgrims Way, Kemsing

A copy of an email from a resident to Kent County Council regarding the poor condition of this road was noted.

8.45 p.m. *It was AGREED to suspend the meeting and Mrs. Cole welcomed newly elected County Councillor Mr. R. Gough to the meeting.*

(e) County Councillor's report

Mr. Gough said he was pleased to represent Kemsing which was one of eight parishes in his area following the elections and boundary changes. The Old Chalk New Downs project (of which the Parish Council is aware), is a project currently supported by Mr. Gough.

KPC/07/2017

Mrs. Cole asked if Mr. Gough would be able assist the Parish Council with its attempts to re-instate the interactive speed warning sign at Childsbridge Lane (please see Minute 6(c)), which had been installed by the Kent Local Transport Group as part of a safety scheme implemented in 2010. Mr. Gough would take this on board.

Referring to safety concerns where parked cars was a contributing factor during a road traffic accident at the junction with St. Edith Road and West End/High Street (please see Minute 12(i) KPC/05/2017), resulting in two vehicles being written off, Dr. Walker asked Mr. Gough's assistance in getting Kent County Council to re-consider its decision to reject the implementation of double yellow lines. Mr. Gough agreed to take the matter up with Kent County Council.

16. **MATTERS TO BE RAISED AT THE NEXT MEETING**

There were no matters to be raised at the next meeting.

17. **DATE OF NEXT MEETING**

No meeting in August
Wednesday, 20th September 2017

The meeting closed at 9.05 p.m.

Signed by Chairman : Date: