

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, 20th September 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, Mrs. R. Wedderburn-Day

IN ATTENDANCE: 5 Members of the Public
Mrs. Y. Tredoux (Clerk)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Mr. M. Hudson and County Councillor Mr. R. Gough.

2. **DECLARATIONS OF INTERESTS**

Referring to Item 6(g) Mr. Bennett and Mrs. Robarts declared having non-pecuniary interests as being members on the St. Mary's Parochial Church Council's electoral roll.

3. **DISTRICT & COUNTY COUNCILLOR REPORTS**

There were no reports.

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

Questions were taken elsewhere during the meeting.

5. **MINUTES**

Mrs. Cole proposed:

"That the Parish Council approves the minutes of the meeting held on 19th July 2017, Ref KPC/07/2017 and the minutes of the extra-ordinary meeting held on 9th August 2017, Ref KPC/08/2017."

CARRIED unanimously

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

(a) 20mph Speed Limit request (Minute 6(e) KPC/07/2017)

The Parish Council was asked to consider the Working Group's recommendation:

"On the basis of the November 2016 traffic survey, KCC would not approve a 20mph speed limit on Pilgrims Way/Pilgrims Way East, regardless of the funding source.

The response from Kent Police indicates little prospect of enforcement action by them.

It is not possible to find out whether KCC would agree to implementing a 20mph speed limit, or the cost of doing so, on any road without first incurring considerable costs on traffic surveys and subsequently drawing up schemes.

Therefore Kemsing Parish Council would not be justified in pursuing the question of 20mph speed limits in Kemsing any further or incurring any expenditure thereon.

The Parish Council to convey this statement to the residents via a report in the Winter edition of The Well magazine."

Mr. Bennett (Chair of the Working Group) explained that the Group had been exploring various options with KCC, Kent Police and Sevenoaks District Council for the past four months which then resulted in the above recommendation from the Group.

Mrs. Wedderburn-Day read a draft statement which she thought would be more "user friendly" in explaining to residents the difficulties the Parish Council met with its enquiries and to explain the reasons for not being able to pursue the installation of a 20mph speed limit.

7.40 p.m. The meeting was suspended to allow for public participation.

Mrs. Cole invited residents to address the Council.

A resident said that a statement from the Parish Council to the general public explaining the reasons for not being able to pursue a 20mph speed limit in Pilgrims Way would be very helpful indeed.

A further comment was made that Otford Parish Council had agreed to introduce 20mph speed limits in Otford, and that Pilgrims Way West was included in the scheme. The resident had received confirmation of this via telephone communication with the Chair of the Otford Parish Council's Sub-Committee half an hour before the Kemsing Parish Council meeting and Kemsing Parish Council was asked to work together with Otford Parish Council. Kemsing Parish Council had no knowledge of this statement and had not been contacted by Otford Parish Council to discuss the possibility of partnership to introduce a 20mph scheme.

Mr. Burfield explained that Otford Parish Council had proposed setting up a Working Group consisting of representatives from neighbouring parishes to address infrastructure issues with the Sevenoaks Town Neighbourhood Plan proposals which would affect neighbouring parishes, but a meeting is yet to take place.

Residents voiced their concerns about speeding traffic in general in Pilgrims Way.

The meeting was reconvened and Mrs. Cole thanked residents for their comments.

Closing the discussion, Mrs. Cole said that the Parish Council accepts that it cannot pursue this any further and the Working Group's resolution was *APPROVED*.

The residents left the meeting.

- (b) Park Lane Nature Reserve Area & Fairfield Close Area (Minute 6(a) KPC/07/2017)
Information was still awaited. *The Clerk would chase up.*

Access to the section of land owned by the Parish Council at the rear of 33 to 39 Park Lane is restricted. In previous years access was obtained through a neighbour's rear garden but this is no longer possible. A tree survey is to be carried out and the Parish Council was asked to consider creating a pedestrian entrance through the existing wooden fence beyond the double gate opening at the car park.

It was suggested that the fencing (which was in a poor state) was probably now obsolete and it was agreed that a permanent pedestrian entrance was not required.

- *The Clerk was instructed to inform the Tree surveyor to remove one of the fence panels if they needed to access the site.*

- (c) Interactive speed warning sign at Childsbridge Lane, Kemsing (Minute 6(c) KPC/07/2017)

An update from County Councillor Mr. R. Gough is awaited. Some Members felt strongly that this sign should be replaced with immediate effect as it is effective in reminding motorists to reduce their speed.

Mrs. Cole proposed:

"That the Parish Council asks Mr. Gough to pursue this."

CARRIED 10 in favour, 1 abstention {Mr. Bennett}

- (d) Small Business Rate Relief (Minute 6(d) KPC/07/2017)

District Councillor Mr. Reay had informed the Clerk that his enquires with Sevenoaks District Council had proved to be unsuccessful.

(e) Common Field Recreation Ground Trust (Minute 6(f) KPC/07/2017)

The relevant papers had now been completed.

(f) Post Office closure (Minute 6(g) KPC/07/2017)

The report of the meeting held with Kent County Council Libraries, Registration and Archives on 14th August 2017 was noted. Similar projects had been delivered successfully in Tenterden and Swanley. The KCC representatives determined that the existing premises had sufficient space available for delivering post office services and therefore supported the proposal in principle. The next step is for the Parish Council to communicate with Post Office Limited to determine whether they would be interested to consider the proposal.

➤ *The Clerk was instructed to arrange a meeting with the Post-Office Area Manager.*

(g) St. Mary's Church hall replacement (Minute 6(h) KPC/07/2017)

Members noted a response from the former land owner dated 1st August 2017 granting permission for access during the construction of a new church hall via the car park.

➤ The following resolution was considered and AGREED:

"That the Car Park Working Group (consisting of Mr. Andrews, Mr. Bennett, Mrs. Cole and Mr. Eaton), should consider arrangements for access to the Church Hall construction site over the village car park and roadway belonging to the St. Edith Hall Management Committee, and negotiate a draft agreement with the St. Mary's Parochial Church Council for approval.

Such agreement should provide that costs arising from these access arrangements do not fall upon the Parish Council and should aim to avoid, as far as practicable, involvement by the Parish Clerk in supervising access.

The Group may seek any independent advice it considers appropriate, provided that it be without cost to the Parish Council".

(h) Parish Councillor Resignation (Minute 7 KPC/07/2017)

Sevenoaks District Council confirmed that there was no request for an election and that the Parish Council may now start the co-option process.

➤ *It was AGREED to advertise the vacancy on the Parish Council's notice boards and the December edition of The Well magazine, with a view to consider candidates at the January 2018 Parish Council meeting.*

(i) Kemsing Primary School Swimming Pool (Minute 9 KPC/07/2017)

Mrs. Cole produced a pro-forma of the wording for the suggested plaque, which was agreed.

7. **PROPOSED REMOVAL OF BUS STOP AT WEST END**

E-mail correspondence (copied to Members prior to the meeting), between a concerned resident and KCC regarding the bus stop located in front of 35 West End was noted. The resident expressed concerns about the safety of school children waiting outside the driveways and nearby properties and asked KCC to remove the bus stop as there were more appropriate (and safer) bus stops in close proximity to this site where bus users could wait.

KCC consulted with residents and bus users on a proposal to remove the stop and this was met with mixed views. (The Parish Council had no knowledge of this consultation taking place despite KCC's confirmation to the resident that both the Parish Council and the local KCC Member had been informed). The Clerk chased KCC on the matter and subsequently received an email on 20th September 2017 containing a letter dated 15th August 2017 asking the Parish Council's view. This was tabled at the meeting.

A discussion ensued when the majority of the Councillors indicated their support for the bus stop to be removed on safety grounds. This area is also subject to heavy congestion, particularly during peak traffic hours.

Mrs. Cole proposed:

"That the Parish Council supports the request to remove the bus stop in front of 35 West End."

CARRIED 9 in favour, 2 abstentions {Mr. Bennett and Dr. Walker}

8. **PARISH COUNCIL OFFICE REFURBISHMENT**

A quotation to paint and decorate the Parish Council office walls and ceiling and installing shelves in a cupboard totalling £910 was considered and *APPROVED*.

9. **REDECORATION OF PUBLIC TOILETS CEILINGS**

A quotation for painting and the ceilings totalling £280 was considered and *APPROVED*.

The Clerk alerted the Parish Council to the fact that a copy of the asbestos survey had been requested from Sevenoaks District Council (SDC) in December 2016 as the building was transferred to the Parish Council's ownership as part of the car park purchase. SDC did not supply a copy but confirmed in writing on 2nd December 2016 that the original survey report concluded that no asbestos was present. The Parish Council *AGREED* that it was not necessary for a second survey.

10. **RENT REVIEW FOR KEMSING HERITAGE ARCHIVE CENTRE**

Members considered the Clerk's report explaining that a recent rent review (due every three years) suggested some arrears due to increases in previous years not correctly implemented.

It was AGREED that the Clerk would advise the Heritage Centre accordingly and to raise an invoice for the arrears. A total of £30-35 is due.

Payments for 2018 and 2019 will be £23-55 each until the next review on 14th July 2019 which would cover the rent for 2020, 2021 & 2022.

11. **VILLAGE CAR PARK**

A developer approached the Parish Council asking its intention for the car park land. The Parish Council has no intention to sell the land and the Clerk was instructed to respond accordingly.

12. **DONATIONS & SUBSCRIPTIONS**

(a) The Oaks Steering Group

A detailed explanation of the selection criteria had been received from the Oaks Steering Group (email correspondence dated 20th July 2017).

- *The Clerk was asked to convey the Parish Council's appreciation to the Group for the information.*

(b) Royal British Legion

It was *AGREED* to make a financial contribution of £60 for the Wreath.

13. **ACCOUNTS FOR PAYMENT**

(a) St. Edith Hall Management Committee request to fund drainage works

Members considered a request dated 12th September 2017 from the St. Edith Hall Management Committee (SEHMC) wherein the Parish Council is asked to reimburse the SEHMC a sum of £765 (no VAT applicable), to be paid from the annual Hall Structural Grant, for clearing a blocked sewer at the Hall Cottage. A survey carried out at the time recommended that further works were necessary.

Mr. Burfield explained that historically, payments paid from the annual Hall Structural Grant were only paid having been pre-agreed by the Parish Council. In accordance with this agreement the SEHMC would present the Parish Council with quotations for any work to be carried out, and if agreed by the Parish Council, the Parish Council would be invoiced directly. The SEHMC is not a Committee of the Parish Council and as such cannot agree to spend money from the Parish Council's budget. Some Members did not share this view as some of the work may be urgent and cannot be delayed until such time as a meeting took place. The ultimate responsibility for the upkeep of the hall lies with the Parish Council.

Mr. Andrews proposed, seconded by Mr. Burfield:

"That the Parish Council relies on the SEHMC's discretion to spend funds on appropriate expenditure items from the Structural Grant up to the figure set by the Parish Council in the budget each year."

CARRIED 8 in favour, 3 abstentions {Mrs. Cole, Mr. Eaton and Mrs. Robarts}

- (b) Payments List
Mr. Eaton proposed, seconded by Dr. Walker:
"That the Parish Council approves the payment list Vouchers 85 to 134 and payment of £765-00 for reimbursing the drainage work".
CARRIED unanimously

14. **COMMITTEE REPORTS**

- (a) Planning Committee
Mr. Andrews proposed, seconded by Mr. Burfield:
"That the Parish Council notes the minutes of the meetings held on 17th July 2017, Ref No P/12/2017, 31st July 2017, Ref No P/13/2017, 14th August 2017, Ref No P/14/2017 and 29th August 2017, Ref P/15/2017".
CARRIED unanimously

Attention was drawn to P/14/2017, Minute 5(f) - This referred to a planning application for a single storey rear extension in which the applicant received incorrect advice from a third party on whether planning permission was required. The Planning Committee considered whether this incident should be reported to the Trading Standards. *The Parish Council AGREED not to take any action.*

- (b) Recreation Grounds Committee
Dr. Walker proposed, seconded by Mr. Lang:
"That the Parish Council notes the minutes of the meeting held on 12th July 2017, Ref No RG/04/2017".
CARRIED unanimously

15. **CONSULTATIONS**

- (a) Local Flood Risk Management Strategy
Kent County Council is consulting on their draft Local Flood Risk Management Strategy 2017-2023. The deadline for comments is 8th October. *Noted.*
- (b) Sevenoaks District Council Local Plan
The consultation ends 5th October 2017 and is available to view on the District Council's website. *Noted.*

16. **INFORMATION REPORTS**

- (a) Chairman's Report
Public Rights of Way consultation – This was received but noted that initial deadline of 17th September had been extended until 24th September. *The Clerk would try to look at the consultation paper and discuss with Mr. Buttifant.*
- (b) Reports from Councillors
There were no reports.
- (c) Publications for information
Clerks and Councils Direct – September 2017 issue.
- (d) Arriva bus time table change
The Kemsing to Sevenoaks 452 service has changed as of 23rd July 2017. These journeys are effectively running 3 minutes earlier.
- (e) Police Community Support Officer – area review
PCSO Harwood remains the PCSO for Kemsing following an area review of the PCSO areas.

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

18. **DATE OF NEXT MEETING**
Wednesday, 18th October 2017

The meeting closed at 9.00 p.m.

Signed by Chairman : Date: