

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, 21st February 2018 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. M. Hudson, Mr. R. Lang, Mrs. M. Robarts, Dr. P. Walker,
Mrs. R. Wedderburn-Day
- IN ATTENDANCE: Mr. A. Watson (Kent Police's Speedwatch Co-ordinator)
3 Members of the Public
4 Members of the Public representing the Noah's Ark Residents' Association (NARA)
[arrived at 7.50 p.m.]
Mrs. Y. Tredoux (Clerk)
County Councillor Mr. R. Gough [arrived at 8.12 p.m.]

1. **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

2. **DECLARATIONS OF INTERESTS**

There were no declarations of interest received.

3. **DISTRICT & COUNTY COUNCILLOR REPORTS**

There were no District Councillors present.

The County Councillor report was taken elsewhere during the meeting – see Item 7(c).

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

Questions were taken elsewhere during the meeting – see Item 7(a).

5. **MINUTES**

Mrs. Cole proposed:

“That the Parish Council approves the minutes of the meeting held on 17th January 2018, Ref KPC/01/2018, subject to the addition of Mrs. R. Wedderburn-Day as being present at the meeting.”
CARRIED unanimously

6. **PARISH COUNCILLOR VACANCY** (Minute 6(h) KPC/09/2017)

Three candidates had expressed an interest in becoming Parish Councillors and had subsequently been invited to attend this meeting.

7.33 p.m. The meeting was adjourned.

The candidates were invited to introduce themselves and to give a short presentation of their personal statements and reasons for their interest in becoming Parish Councillors.

7.42 p.m. The public and press were excluded due to the confidential nature of the business transacted.

A secret ballot was held and it was **RESOLVED**: *that Mr. M. Bell be co-opted.*

7.48 p.m. The public and press were invited back to the meeting.

The unsuccessful candidates were thanked for their interest and the Parish Council hoped that they would continue their interest.

Mr. Bell duly signed the declaration of acceptance of office and joined the other Councillors at the table.

7.49 p.m. One candidate left the meeting.

7.50 p.m. 4 Residents (representing NARA) arrived at the meeting.

Mrs. Cole invited Mr. Watson to address the Council and the meeting was closed to receive the following report below in Item 7(a).

7. MATTERS ARISING FROM THE PREVIOUS MINUTES

(a) Kent Police Speedwatch Scheme (Minute 7 KPC/11/2017)

A presentation explaining the scheme was provided by the Kent Police Community Speedwatch Co-ordinator. All schemes are run by community volunteers who receive free, full safety awareness training from Kent Police's Speedwatch Support Team. The speed indication equipment is not supplied by the Police but local community groups can either purchase their own equipment or loan from the District Council. Data collected during the Speedwatch sessions are passed on to the Police and stored for 12 months and where necessary, appropriate action is taken by the Police. This action is purely educational and no drivers, through Speedwatch schemes, had been prosecuted. Some Parish Councils and Community Groups had been successful in bids to acquire match funding to purchase the necessary equipment; funding for 2017/18 has now ceased and the level of possible funding for the next financial year has not been confirmed yet.

Mr. Watson was thanked for his presentation.

The existing NARA's Speedwatch Group was concerned about vehicles speeding through Noah's Ark. It has become increasingly difficult to source the equipment from the District Council for various reasons and therefore not possible to arrange for regular Speedwatch sessions to be held. The Parish Council was urged to consider purchasing the speed indicator device (See Item 11(a)) to be used by NARA who had, in the meantime, also made enquiries with Seal Parish Council to borrow their recently purchased equipment; it was understood there may be a nominal fee applied which the Parish Council was also asked to fund.

8.06 p.m. The meeting was reconvened.

A discussion followed. The Council's majority view was that it should include the entire village, if such a scheme was to be implemented by the Parish Council, and several aspects were to be considered. A suggestion to form a Working Group to explore options was not supported. Members concluded that the matter of Speedwatch should be raised at the Annual Parish Meeting next month, to provide residents with the opportunity to put forward their views and to gauge the level of interest from residents to volunteer to become part of potential Speedwatch Groups in other areas of the village.

8.10 p.m. The NARA representatives and Mr. Watson left the meeting.

(b) Park Lane Nature Reserve Area & Fairfield Close Area (Minute 6(a) KPC/11/2017)

Mr. Andrews reported that the professional advice received so far had been positive and indicated that there may be potential for the land to be developed, subject to a number of investigations and land searches, etc. to be conducted. Initially, the Parish Council allowed an expenditure of up to £1,500 for professional fees relating to this project, but it was not thought to be sufficient.

Mr. Andrews proposed, seconded by Dr. Walker:

"That the Parish Council increases the expenditure up to £2,500, to be paid from the General Contingency Fund, for professional advice".

CARRIED 12 in favour, 1 abstention (Mr. Eaton)

8.12 p.m. The meeting was adjourned.

(c) Interactive speed warning sign at Childsbridge Lane, Kemsing (Minute 6(b) KPC/11/2017)

County Councillor Mr. Gough reported that the speed check had been commissioned and would be installed soon in order to record data for a week.

Referring to Item 6(h) KPC/01/2018, Mr. Gough reported that, following a thorough analysis of the data, Kemsing Primary School's results overall, was satisfactory and did not present any reason for an inspection by the School Improvement Team. The score quoted in the local press was a "combined score" which included Maths, Writing and Reading. It was noted that, whilst Reading and Writing were above national average, Maths was slightly below national average, and the school had already put in place an action plan to focus on improving the Maths.

Mr. Gough confirmed that Kent County Council will raise its Council Tax by 5% for 2018/2019.

8.30 p.m. Mr. Gough was thanked for his report after which he subsequently left the meeting.

(d) Common Field Recreation Ground Trust (Minute 6(c) KPC/11/2017)

The Charity is also subject to the new Data Protection rules - see Item 6(f) below.

The Annual Return was completed and sent to the Charity Commission on 29th January 2018.

(e) Post Office closure (Minute 6(d) KPC/11/2017)

A meeting between the interested parties would take place towards the end of February 2018.

(f) Reform of Data Protection Legislation (Minute 6(e) KPC/11/2017)

Further advice was awaited from the National Association of Local Councils.

(g) Electricity supply for tennis court car park lights (Minute 6(f) KPC/11/2017)

The Parish Council's Insurance Company is to be asked for advice on certain tasks being undertaken by Parish Councillors on behalf of the Parish Council. Mr. Burfield would provide the list of questions to the Clerk.

(h) West Kent Community Led Housing Hub (Minute 16(d) KPC/11/2017)

The report of the meeting held on Thursday, 25th January 2018 was noted. Subsequent comments received from the Rural Housing Enabler confirmed that Kemsing is not designated as an "exception site" and therefore not eligible for affordable housing schemes without entering into a partnership with a housing association and/or imposing a possible local lettings policy with the District Council. The Council concluded that the matter would not be followed up any further.

(i) Standing Orders amendment (Minute 10 KPC/01/2018)

Dr. Walker proposed, seconded by Mr. Dillon:

"That the Parish Council adds an additional item to Standing Order Appendix A No 13(a) – Terms of Reference for the Recreation Grounds Committee: To periodically conduct a review of the allotments located at Nightingale Road Recreation Ground and to liaise with the Allotment Holder's Association accordingly."

CARRIED unanimously

8. **NEW MATTERS FOR CONSIDERATION**

(a) Allotments at Nightingale Road Recreation Ground – Fly tipping

Concerns raised by a neighbouring land owner regarding alleged fly tipping via the allotments onto the adjacent privately owned land was discussed. Mr. Burfield, who had visited the site, reported that the debris and waste (mostly organic, soil, but also plastic containers, some seed trays and a discarded wheelbarrow) was associated with the allotment activities and was located south on the allotment land within the curtilage of the land. Mr. Dillon had also visited the site prior to the meeting. It is the Allotment Holders' Association's responsibility to ensure the land is kept in good order. It was agreed that the Parish Council, as landowner, should urge the Allotment Holders' Association, who is leasing the land from the Parish Council, to clear the waste and debris within the curtilage of the allotment land.

RESOLVED: The Clerk was instructed to write to the Chairman of the Allotment Holders' Association asking for the land to be cleared as agreed above. The Recreation Grounds Committee will still continue with its review of the allotments.

(b) Kemsing Primary School PTA

The PTA had applied for a road closure order for West End, from the cross roads with Childsbridge Lane to the school, on the 23rd June 2018 from 12 noon to 1.30 p.m. as part of their plans for the Summer Fete which would involve a procession to the school. The Parish Council was asked to supply its road closure order signs for the event.

Mrs. Cole referred to the Clerk's report containing the background information regarding the signs which was purchased in 2012 on request by the Kemsing Royal British Legion for the Remembrance Day Parades. More recently, the St. Mary's Church PCC had also requested use of the signs for the crib service and procession to the Well in December to which the Parish Council had agreed. The "Advanced Warning" signs would not be appropriate for the PTA's event as they are pre-printed with the dates. There are three "ROAD AHEAD CLOSED" signs which could possibly be useful to the PTA.

The issue of insurance was raised; the Kemsing Royal British Legion and the PCC would be asked to supply their respective public liability insurance details. It was noted that the signs can be sourced from a local firm.

The Council was also concerned about the proposed road closure which is on a bus route as well as the many properties that would be affected.

Mrs. Cole proposed from the Chair:

"That the Parish Council offers the use of the two "ROAD CLOSED" and one "ROAD AHEAD CLOSED" signs to the PTA, subject to the PTA providing the Parish Council with the necessary public liability insurance schedules".

CARRIED unanimously

(c) Junction with Childsbridge Lane, West End and Dynes Road

A request from a resident to install a convex mirror at this junction in the interest of road safety was considered.

RESOLVED: The Clerk was instructed to inform the resident to refer the query to Kent County Council's Highways and Transportation Department.

(d) South and South East Parishes in Bloom

The project, which is about the environment, local people and everyday gardening, was noted.

(e) Battle's over

An invitation and guide to Taking Part in Battle's Over – A Nation's Tribute 11th November 2018 to commemorate the 100th Anniversary of WW1 was noted.

The Kemsing Heritage Centre Association would be asked if they had any celebration plans.

(f) Parish Council Notice Board Policy

The policy, adopted in March 2015 was reviewed without any amendments.

(g) Milestone (way marker) at Pilgrims Way

Mr. Buttifant reported that the ancient milestone, classed as a scheduled monument, had been found undamaged but out of the ground some four weeks ago. Fearing that the stone may be removed permanently if urgent action to safeguard it wasn't taken, Mr. Buttifant, in consultation with the Chairman, instructed local contractors to remove the stone off site to keep it safe until such time as arrangements for its replacement could be made. The protective metal hoops covering the stone had been damaged and the contractor was subsequently asked for these to be repaired or new ones manufactured.

A discussion ensued, some Councillors expressed their dissatisfaction that the stone had been removed off site. Neither the stone nor the land it was situated on, belonged to the Parish Council. In addition, no authorisation had been given for the costs to be recovered for the new metal hoops that had already been manufactured. The Clerk reminded Councillors that the Parish Council has already committed itself to costs in covering the contractor's time for removing and transporting the stone to a safe location.

The Clerk had reported the incident to Historic England, who had asked for photographs to be supplied to them, which the Clerk was in the process of doing. There are strict rules, on which Historic England would advise the Parish Council, as to how the stone should be returned to its or original position. Due to the age of the stone it is not possible to identify the rightful owner.

Dr. Walker proposed, seconded by Mr. Bennett:

"That the Parish Council meets the costs already incurred to be paid under the Local Government Act 1972, Section 137".

CARRIED 7 in favour, 4 against, 2 abstentions

Mr. Bennett proposed, seconded by Dr. Walker:

"That the Parish Council informs Historic England and Kent County Council (landowner) of the Parish Council's commitment to meet the costs incurred to date, but further informs them that they should remove the stone and arrange for it to be replaced".

CARRIED 7 in favour, 5 against, 1 abstention.

9. COMMITTEE REPORTS

(a) Planning Committee

Mr. Andrews proposed, seconded by Mr. Burfield:

"That the Parish Council notes the minutes of the meeting held on 15th January 2018, Ref P/01/2018".

CARRIED unanimously

Mr. Andrews proposed, seconded by Mr. Burfield:

"That the Parish Council notes the minutes of the meeting held on 29th January 2018 Ref P/02/2018."

CARRIED unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mrs. Wedderburn-Day:

"That the Parish Council notes the minutes of the meeting held on 24th January 2018, Ref RG/01/2018".

CARRIED unanimously

(c) Downland Management Committee

Mr. Bennett proposed, seconded by Dr. Walker:

"That the Parish Council notes the minutes of the meeting held on 7th February 2018, Ref DM/01/2018".

CARRIED unanimously

10. CONSULTATIONS

(a) Review of Local Government Ethical Standards

The Committee on Standards in Public Life is undertaking the review which would consider all levels of local government in England, including Parish and Town Councils. Deadline for responses is 5pm on 18 May 2018. *This was noted.*

11. FINANCIAL MATTERS

(a) Noah's Ark Residents' Association – Speed Watch equipment (See Item 7(a)).

(b) Donations and Subscriptions

Society of Local Council Clerks – The Parish Council agreed to renew the annual subscription of £185-00.

Action with Communities in Rural Kent – The Parish Council agreed not to take up membership.

Kent Tree Wardens and Kent Pond Wardens - The Parish Council rejected the request for financial assistance.

Sevenoaks Volunteer Transport Group – The Parish Council agreed to make a financial contribution of £100.

(c) Accounts for payment

Mr. Eaton proposed, seconded by Dr. Walker:

“That the Parish Council approves the payment list (Vouchers 235 to 268, except V241 which has been cancelled” and the payment of £346-80 (VAT included) for the refurbishment of the two Committee meeting room chairs (to be paid from General Contingencies)”.

CARRIED unanimously

(d) Receipts

There were no receipts.

12. **INFORMATION REPORTS**

(a) Report from Chairman

There were no reports received from the Chairman.

(b) Reports from Parish Councillors

St. Michael’s School – Mr. Hudson reported of possible plans to introduce a “one way” system at the school onto Pilgrims Way.

Arriva operated buses – Mr. Burfield reported that Arriva will introduce mini buses replacing the old buses from 12th May 2018 on local routes.

(c) Publications for information

Clerk’s & Council’s Direct – A legal briefing note on Travellers and Gypsies was received.

(d) General information

Sevenoaks District Council owned litter bins in the village – An unconfirmed report of a reduction to the litter bin clearance schedule (currently twice a week to only once a week), was noted.

Flood Warden Training – The Kent Resilience Forum (KRF) and the Environment Agency is holding a Flood Warden training session on 12th March in Addington Village Hall, West Malling.

Noise pollution from M26 motorway – An enquiry regarding increased noise from the motorway (following the coppicing of a number of trees on the farmland between the motorway and Castle Drive, Kemsing) would not be investigated further by Sevenoaks District Council.

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

There were no matters raised.

14. **DATE OF NEXT MEETING**

Wednesday, 21st March 2018

Wednesday, 28th March 2018 – Annual Parish Meeting

The meeting closed at 9.25 p.m.

Signed by Chairman : Date: