

## 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, 19<sup>th</sup> June 2019 at 7.30 p.m.**

PRESENT: Mr. D. Bennett (in the Chair)  
Mr. A. Andrews, Mr. P. Burfield, Mr. B. Buttifant, Mrs. J. Chisholm, Mr. C. Connelly,  
Mr. P. Eaton, Mr. M. Hudson, Mrs. M. Robarts, Mrs. R. Wedderburn-Day,  
Dr. P. Walker

IN ATTENDANCE: District Councillors Mrs. D. Morris and Mr. S. Reay  
County Councillor Mr. R. Gough [arrived at 8.05 p.m.]  
Mrs. Y. Tredoux (Clerk)

#### 1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Mr. M. Bell and Mr. P. Dillon.

#### 2. **DECLARATIONS OF INTERESTS**

Mr. Bennett declared having a non-pecuniary interest relating to Item 10(b) as being a member of Kent Wildlife Trust.

#### 3. **DISTRICT & COUNTY COUNCILLOR REPORTS**

Mrs. Morris congratulated Mr. Bennett on becoming Chairman for the ensuing year and gave a short overview of upcoming changes relating to Community Infrastructure Levy (CIL). It is prudent to verify eligibility of proposed projects prior to spending CIL money.

Mr. Reay reported on the ownership of the public toilets prior to the Parish Council's acquisition thereof. Please see Minute 6(d) for further information.

#### 4. **PUBLIC SESSION**

There were no questions from the public or press.

#### 5. **MINUTES**

Mr. Bennett proposed from the Chair:

*"That the Parish Council approves the minutes of the meeting held on 15<sup>th</sup> May 2019, Ref KPC/05/2019".*

CARRIED *unanimously*

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

##### (a) Membership of Council Committees (Minute 5 KPC/05/2019)

Mr. Bennett's name had been omitted from the list of appointments to the Finance Committee. *It was unanimously agreed to appoint Mr. Bennett as member of the Finance Committee.*

##### (b) Youth services (Minute 6(a) KPC/04/2019)

Consideration was given to make a financial contribution towards the Sevenoaks Area Youth Trust's weekly detached youth work sessions at Nightingale Road Recreation Ground.

Mixed comments from Councillors resulted in the Council not being able to come to a definite decision. Opinions varied in that it was felt that the wider Sevenoaks Community would benefit from a donation as opposed to Kemsing residents and that it would be more appropriate to support Kemsing organisations. It would be useful to know how many Kemsing young people benefitted from these weekly sessions.

*The decision was deferred pending receipt of further information which the Clerk would obtain.*

##### (c) Nightingale Road Recreation Ground boundary fence (Minute 6(c) KPC/04/2019)

The Clerk was awaiting information from two fencing contractors.

*7.45 p.m. It was agreed that, under the Public Bodies (Admission to meetings) Act 1960, the public and representatives of the press were excluded from the meeting during the consideration of the following item of business, as publicity would be prejudicial to the public interest because of the confidential nature of the business transacted.*

*The Council unanimously agreed that the Clerk be given delegated authority to accept quotes up to a specified amount for this work to be undertaken.*

*7.47 p.m. The meeting was reconvened and opened to the Public and Press.*

(d) Public conveniences (Minute 6(d) KPC/04/2019)

Although Sevenoaks District Council constructed the building, it did not attain ownership thereof; this remained with the original landowner. It is recommended the Parish Council obtains an independent asbestos survey, etc. for the building or alternatively contacts the former owner for further details.

(e) Road surface at Nightingale Road Recreation Car Park and Village Car Park (Minute 6(e) KPC/04/2/019)

A full quotation for the repair work was considered.

The replacement Church Hall construction work would commence on 1<sup>st</sup> July 2019 and in view of this, it was agreed not to be advantageous to do any surfacing repairs until the building work has been completed. Photographic evidence of the current surface condition had been collected by the Clerk.

**7. NEW MATTERS FOR CONSIDERATION**

(a) Village car park (entrance to field)

The St. Mary's Parochial Church Council's request to remove the bushes either side of the field entrance to allow access for construction vehicles onto the site for the building works in respect of the replacement Church Hall was approved on the understanding that these would be reinstated upon completion of the building work.

(b) Car Park (including Public conveniences) Working Group

It was agreed to re-constitute the former "Car Park Working Group" to deal with any matters affecting the village car park or public conveniences with the terms of reference as circulated.

*Membership of the Group was agreed to be as follows:*

Mr. Bennett, Mr. Buttifant, Mr. Eaton and Mrs. Robarts.

*It was agreed that, under the Public Bodies (Admission to meetings) Act 1960, the public and representatives of the press were excluded from the meeting during the consideration of the following item of business, as publicity would be prejudicial to the public interest because of the confidential nature of the business transacted.*

(c) Village car park notice board

The notice board is in urgent need of refurbishment. The Council unanimously agreed that the Clerk be given delegated authority to accept quotes up to a specified amount for this work to be undertaken.

*The meeting was reconvened and opened to the Public and Press.*

(d) Kent County Council Highways and Transportation – Highways Improvement Plans

Parish and Town Councils were invited to consider producing Highways Improvement Plan for their villages/towns. Mr. Bennett suggested the Parish Council adopts a Policy stating that the Council welcomes the opportunity to propose improvements to highways both within the Parish and at critical points on the road network but that the Parish Council believes that responsibility for funding these improvements lies with Kent County Council.

A detailed debate ensued and the following comments were made:

- There is no benefit in doing this – the Council already contacts KCC for any suggested improvements when they arise
- Speeding in Noah's Ark should be addressed
- Any highway improvements may be eligible for CIL funding
- Suggest the Council set up a Working Group to take this further
- The Parish Council has already investigated many of the traffic problems in the past with no solutions found
- This opportunity should not be turned down
- This would open up same problems as before with no new answers
- The Parish Council should not turn down the opportunity
- The Parish Council use its existing policy which is to raise issues with KCC when they arise
- There is no benefit in creating a Plan/List

*8.10 p.m. The meeting was adjourned and Mr. Gough was invited to speak.*

Mr. Gough explained that KCC would like to engage more with Parish and Town Councils (who have local knowledge) to help them manage and prioritise highway improvement requests. It is not guaranteed that all proposed projects would be funded, but the Plan gives the opportunity for KCC Highway Team to provide technical advice for the best way to deliver prioritised improvements.

*8.13 p.m. The meeting was reconvened.*

Mr. Burfield proposed, seconded by Mr. Andrews:

*"That the Parish Councillors are invited to put forward to the Clerk any projects for inclusion on a Highway Improvement Plan for consideration at the next Parish Council meeting".*

*CARRIED* unanimously

(e) Defibrillator appeal for Sevenoaks Parish Councils

A request from the London Hearts Charity for more defibrillators in villages was noted. In particular, the Charity advised that the West Kent Masons had made a donation for a defibrillator and suitable cabinet to be donated to Kemsing Parish Council. The Parish Council would be responsible for:

- Identifying a suitable location for the device (mains operated) and external cabinet
- Carrying out mandatory operation checks on the device
- Purchasing replacement items such as charge packs, batteries and electrode pads plus any ongoing maintenance costs
- Funding the electricity costs
- Arranging suitable insurance

Members agreed that, prior to acceptance of the donation

(i) a suitable location should be identified and

(ii) the Sevenoaks Community First Responders should be asked to confirm their willingness to carry out the regular checks on the device on behalf of the Parish Council, as per the current agreement with the Sevenoaks Community First Responders.

It was agreed that:

- (i) The Clerk contacts the owner of an identified premise at the Dynes Parade, Dynes Road, to enquire if they would be willing for the device to be installed in front of their shop
- (ii) The Clerk contacts the Sevenoaks Community First Responders for confirmation as described above.

Mr. Reay indicated that the West Kent Masons may be able to assist with ongoing maintenance costs.

**8. COMMITTEE REPORTS**

(a) Planning Committee

Mr. Burfield proposed, seconded by Mrs. Robarts:

*“That the Parish Council notes the minutes of the meeting held on 1<sup>st</sup> May 2019, Ref No P/09/2019, 20<sup>th</sup> May 2019, Ref No P/10/2019 and 3<sup>rd</sup> June 2019, Ref No P/11/2019”.*

*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 29<sup>th</sup> May 2019, Ref No RG/03/2019”.*

*CARRIED* unanimously

The Council was asked to consider recommendations of the meeting held on 10<sup>th</sup> April 2019, Ref No RG/02/2019:

- Approval of the draft agreement with the Allotment Holders' Association
- Consider identifying the external boundary

Whilst considering the draft agreement, a debate ensued when various concerns were raised.

These could not be resolved at the meeting and Mr. Burfield proposed, seconded by Mr. Eaton:

*“That the draft, together with the comments and concerns raised, be referred back to the Recreation Grounds Committee for further proposed improvements”.*

*CARRIED* unanimously

(c) Downland Management Committee

Mr. Bennett proposed, seconded by Mrs. Wedderburn-Day:

*“That the Parish Council notes the minutes of the meeting held on 5<sup>th</sup> June 2019, Ref No DM/03/2019”.*

*CARRIED* unanimously

**9. CONSULTATIONS**

There were no consultations.

*8.35 p.m. The meeting was adjourned and Mr. Gough was invited to give his report.*

- Resurfacing plans had been identified for parts of Childsbridge Lane St. Edith Road and Noah's Ark Road
- KCC had introduced charges for disposal of some household waste at their recycling units
- KCC had allocated £250,000 to improve anti fly-tipping measures
- There are questions regarding the Woodford Fund. Some sort of hit is likely but not major
- KCC is working on the possible Brexit impact on local roads

*8.40 p.m. The meeting was reconvened and Mr. Gough, who was thanked for his report, left the meeting.*

**10. FINANCIAL MATTERS**

(a) Accounts for payments & receipts

Mr. Eaton proposed, seconded by Dr. Walker:

*“That the Parish Council approves the list payments (Vouchers 37 to 64)”.*

*CARRIED* unanimously

(b) Donations and Subscriptions

*The following requests were all considered under Section 137 of the Local Government Act 1972:*

- ❖ West Kent Mediation : The request to make a financial contribution to this Charity, who provides free mediation services to families in need, was deferred to the next meeting pending receipt of further information.

- ❖ Kent Wildlife Trust : It was agreed to renew the annual subscription of £50.
  
- ❖ North & West Kent Citizens Advice Bureau : Mr. Burfield reminded Councillors that the Bureau receives significant financial support (to the tune of £96,0000 annually) from Sevenoaks District Council.  
Notwithstanding this information, it was agreed that the Bureau deliver valued support for Kemsing residents.  
Mrs. Robarts proposed, seconded by Dr. Walker:  
*“That the Parish Council makes a financial contribution of £300 to the North & West Kent Citizens Advice Bureau”.*  
CARRIED 10 in favour, 1 against

11. **INFORMATION REPORTS**

- (a) Report from Chairman  
There was no report from the Chairman.
  
- (b) Reports from Parish Councillors  
Mr. Buttifant would like to make a report on the Kemsing Amateur Boxing Club at the next meeting.
  
- (c) General information  
Kent Police update – An additional Police Community Support Officer has been appointed to cover Kemsing.

12. **DATE OF NEXT MEETING**

Wednesday, 17<sup>th</sup> July 2019

Signed by Chairman : ..... Date: .....