

## KEMSING PARISH COUNCIL

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### **Minutes of a meeting of Kemsing Parish Council in the Small Hall, St. Edith Hall, High Street, Kemsing on Wednesday, 18<sup>th</sup> September 2019 at 7.30 p.m.**

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

IN ATTENDANCE: 4 Member of the Public  
District Councillors Mrs. D. Morris and Mr. S. Reay  
Mrs. Y. Tredoux (Clerk)

Mr. Bennett opened the meeting and recorded the Parish Council's appreciation of Councillor Mr. P. Burfield, who sadly passed away last month, for his dedication and service to the village over many years.

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

Apologies for absence were received from Mr. M. Bell and Mrs. M. Robarts.

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

There were no declarations of interest received.

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

Referring to the report in the minutes of the last Parish Council meeting, Mrs. Morris said that the District Council had renamed the "Climate Emergency" plan to "Planning for a Carbon Free Future".

Mr. Reay had met with the District Council's Enforcement Officer regarding outstanding planning enforcement related issues which are being dealt with. The Enforcement Officer is willing to attend the next Parish Council meeting with an update.

*6.40 p.m. The Meeting was adjourned to allow for public participation.*

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

##### (a) Request for a dropped kerb at Church Lane

A resident's request to install a dropped kerb for improved disabled access at Church Lane was declined by Kent County Council (KCC) Highways and Transportation due to a lack of personal injury crash incidents at this location. KCC referred the resident to the Parish Council.

*RESOLVED: The Clerk to make contact with Kent County Council Highways and Transportation Team with a view of including this request on the Parish Council's Highways Improvement Plan.*

#### 5. **MINUTES**

Mr. Bennett proposed:

*"That the Parish Council approves the minutes of the meeting held on 17<sup>th</sup> July 2019, Ref KPC/07/2019".*

*CARRIED* unanimously

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

##### (a) Nightingale Road Recreation Ground boundary fence gaps (Minute 6(b) KPC/07/2019)

A quotation was received in excess of the figure previously authorised.

*RESOLVED: That the quotation of £550 be accepted for infilling the fence gaps as agreed.*

Members considered a resident's request to implement further preventative measures to restrict unauthorised access by potential trespassers. The Parish Council had previously considered various options, none of which were deemed to be appropriate for this site.

*It was suggested to include a note to this effect on the Parish Council's website.*

- (b) Village car park notice board (Minute 6(c) KPC/07/2019)  
Nothing further to report.
- (c) Public conveniences (Minute 6(d) KPC/07/2019)  
The report of the Car Park and Public Conveniences Working Group meeting was noted.
- (d) Kent County Council Highways and Transportation – Highways Improvement Plans (Minute 7(d) KPC/06/2019)  
The plan had been submitted to Kent County Council and a response was awaited.
- (e) Defibrillator appeal for Sevenoaks Parish Councils (Minute 6(f) KPC/07/2019)  
The proposed site was deemed unsuitable for accommodating the external cabinet. Kemsing Library was identified an alternative site.  
*RESOLVED: The Clerk to ask Kent County Council's permission for the device to be installed at the Kemsing Library premises.*
- (f) West Kent Mediation – request for donation (Minute 6(g) KPC/07/2019)  
Mr. Eaton proposed, seconded by Dr. Walker:  
*"That the Council makes a donation of £100".*  
*CARRIED* unanimously

Councillors were interested to receiving an annual report in relation to the Charity's support for Kemsing residents.

- (g) Proposed new Committee (Minute 6(h) KPC/07/2019)  
The Facilities Committee had taken over the responsibility for overseeing the Car Park and Public Conveniences from the Working Group from 18<sup>th</sup> September 2019 as set out in the Terms of Reference as agreed previously.

Mr. Bennett proposed:

*"To transfer also The Well and Jubilee Green areas to the Facilities Committee with effect from 1<sup>st</sup> April 2020; meanwhile that Committee can consider what budgetary codes are needed for financial year 2020/2021 and how much to allocate to them. The Downland Management Committee would manage these codes until 31<sup>st</sup> March 2020".*

- (h) General Data Protection Legislation (Minute 7(d) KPC/07/2019)  
This matter is ongoing and the Clerk would report in due course.
- (i) Communications Working Party (Minute 11(b) KPC/07/2019)  
Due to August holidays it was not possible for the group to meet.  
*The Clerk to arrange a meeting in due course.*
- (j) Lower Haffenden Field (Leisure Plots sale) (Minute 11(b) KPC/07/2019)  
*Please see Item 8(c) below.*
- (k) Kemsing Allotments (Minute 8(b) KPC/06/2019)  
Work is progressing and a draft agreement would be available at the next meeting.

## 7. **NEW MATTERS FOR CONSIDERATION**

- (a) Suggestion by a resident for Kemsing to produce its own local plan  
Members discussed a resident's request to produce a local plan for Kemsing. The Parish Council had explored in depth the possibility to write a Neighbourhood Plan for Kemsing in 2012, and after a full examination, including a meeting with the Sevenoaks District Council Planning Department, the Parish Council resolved not to proceed as it was deemed to be a very expensive undertaking for little benefit.

Mr. Andrews proposed, seconded by Mr. Connelly:

*"That the Parish Council does not wish to proceed with the request for producing a Neighbourhood Plan for Kemsing".*

*CARRIED* unanimously

(b) Neighbourhood Watch Scheme

A Church Lane resident confirmed that relevant information had been obtained from the Sevenoaks District Council's Community Safety Team to progress the possibility for a Neighbourhood Watch Scheme.

(c) Roadside verges

A suggestion to ask Kent County Council to consider allowing wild flower rich areas to be developed did not receive overwhelming support from Councillors who acknowledged that residents' views might differ greatly as some residents might prefer neatly cut grass verges whilst others might like to see these spaces planted up with wild flowers.

*RESOLVED: It is for Kent County Council Highways and Transportation to manage the grass verges as they see fit.*

(d) Parish Councillor vacancy

A vacancy arose following the death of Councillor Mr. P. Burfield.

*The Clerk would make the necessary arrangements to advertise the vacancy.*

(e) Committee Membership

(i) **Facilities Committee**

Mr. Dillon was appointed as a member of this Committee whilst Dr. Walker stepped down as member.

(ii) **Downland Management Committee**

Mr. Dillon stepped down from this Committee.

(iii) **Planning Committee**

There are only four members on this Committee and Members were urged to consider putting their names forward to join the Committee. There were no volunteers.

(iv) **Joint Churchyard maintenance Committee**

Mrs. Roberts (in her absence) was appointed as member of this Committee.

(f) Christmas tree for The Well area

The Council agreed that arrangements should be made for a Christmas tree to be put up at The Well this year. Mr. Dillon and Mr. Eaton volunteered to help with setting up the tree.

*RESOLVED: The Clerk to make the relevant arrangements.*

8. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Andrews proposed, seconded by Mrs. Chisholm:

*"That the Parish Council notes the minutes of the meetings held on 15<sup>th</sup> July 2019, Ref No P/14/2019, 29<sup>th</sup> July 2019, Ref No P/15/2019 and 12<sup>th</sup> August 2019, Ref No P/16/2019 and also the minutes of the meeting held on 27<sup>th</sup> August 2019, Ref No P/17/2019".*

*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 24<sup>th</sup> July 2019, Ref No RG/04/2019".*

*CARRIED* unanimously

*Referring to Minute 8(a) Mr. Bennett reminded the Council that a vote did not take place on the Planning Committee's recommendation (Ref No P/17/2019) to amend the Standing Orders.*

*Mr. Bennett proposed:*

*"That the Council consider the Planning Committee's recommendation to amend the Standing Orders for Planning Committee meetings to commence on Monday evenings at 6 p.m. as opposed to 7.30 p.m."*

**CARRIED** 6 in favour, 3 against, 2 abstentions

(c) Downland Committee

Mr. Bennett proposed:

*"That the Council notes the minutes of the meeting held on 4<sup>th</sup> September 2019, Ref DM/04/2019 and that the Parish Council approves the following recommendations (i) that the Council agrees for the recommended Ash tree work (quotation to be obtained) to be funded from the Parish Council's earmarked 'Major Trees Works Fund' allocated within the Council's Reserve Fund, and (ii) that the Council suspends any further action on obtaining legal advice regarding the leisure plots unless it becomes necessary and a further resolution was made that the Clerk be given delegated powers to take legal advice (in consultation with the Chairman and Vice-Chairman of the Downland Management Committee) when it becomes necessary to do so."*

**CARRIED** unanimously

9. **CONSULTATIONS**

There were no consultations.

10. **FINANCIAL MATTERS**

(a) Accounts for payments & receipts

Mr. Eaton proposed, seconded by Dr. Walker:

*"That the Parish Council approves the list of payments (Vouchers 90 to 134)".*

**CARRIED** unanimously

(b) Donations and Subscriptions

(i) PSBreastfeeding CIC - Mrs. Wedderburn-Day proposed, seconded by Mrs. Chisholm:  
*"That the Parish Council makes a donation of £50 towards this non-profit organisation which provides support for new families and those with young children in the Sevenoaks area, including the eleven Kemsing families they have supported since May 2018".*  
**CARRIED** 5 in favour, 2 against, 3 abstentions

(ii) Wreath for Remembrance Day - Mr. Bennett proposed:  
*"That the Parish Council makes a financial contribution of £60 to Royal British Legion for the Wreath".*  
**CARRIED** unanimously

(iii) A letter of appreciation received from Citizens Advice in North & West Kent for the Parish Council's financial contribution was noted.

11. **INFORMATION REPORTS**

(a) Report from Chairman

There was no report received.

(b) Reports from Parish Councillors

(i) Property at junction with Pilgrims Way/Childsbridge Lane (West side of Childsbridge Lane) - It was reported that there were at least four vehicles parked on the grass verge near the junction. It is understood that building work is ongoing at this property and two mobile homes were also noted on the premises.  
*The Clerk was instructed to make a report to Sevenoaks District Council's Planning Department for further investigation.*

(ii) Village Car Park - The Clerk was asked if any complaints had been received in regards young people on bicycles congregating in the car park. They had also been seen in roads elsewhere in the village. The Clerk replied that no complaints had been received.

(c) General information

(i) Noah's Ark Speed Watch – The Speedwatch had been temporarily suspended due to a lack of trained operatives and Police response. The Parish Council was thanked for its support with the Speedwatch so far.

The Noah's Ark Residents' Association is campaigning for a speed marker at the top of the M26 crossing.

(ii) Local Council Elections – The National Association of Local Councils launched two surveys; one for Councillors and one for Clerks, to find out more about the last election campaign and to find ways in which to help promote forthcoming local elections.

(iii) Kemsing Library – New opening times in operation from 30<sup>th</sup> September 2019.

(iv) Campaign to Protect Rural England – A new strategic plan 2020-26 had been devised to help CPRE with their new vision. They also have a new logo.

(v) Traffic Management Scheme at Pilgrims Way East – Otford Parish Council is in the process of developing a 20mph scheme where the Otford boundary meets with Kemsing. Further details, including a consultation document, will be distributed once these are in place.

12. **DATE OF NEXT MEETING**

Wednesday, 16<sup>th</sup> October 2019

The meeting was concluded at 8.45 p.m.

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