

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, 20th November 2019 at 7.30 p.m.

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

IN ATTENDANCE: 1 Member of the Public
Mrs. Y. Tredoux (Clerk)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Parish Councillor Mrs. J. Chisholm, District Councillor Mrs. D. Morris and County Councillor Mr. R. Gough.

2. **DECLARATIONS OF INTERESTS**

There were no declarations of interest received.

3. **DISTRICT & COUNTY COUNCILLOR REPORTS**

There were no reports.

4. **PUBLIC SESSION**

There were no questions from the public or press.

5. **MINUTES**

Mr. Bennett proposed:

"That the Parish Council approves the minutes of the meeting held on 16th October 2019, Ref KPC/09/2019".

CARRIED unanimously

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

(a) Nightingale Road Recreation Ground boundary fence gaps (Minute 6(a) KPC/09/2019)

The work is awaited.

(b) Village car park notice board (Minute 6(b) KPC/09/2019)

The work is awaited.

(c) Communications Working Party (Minute 6(d) KPC/09/2019)

The report of the meeting held on 31st October 2019 was noted and accepted subject to minor amendments which were agreed.

The following recommendations were made and APPROVED:

1. *The Council adopted the Communications Policy as circulated.*
2. *The Council adopted the draft Communication Plan and Engagement Strategy as circulated.*
3. *The Working Group's remit was extended to explore alternative website options available (to be put forward for full Council's consideration in the New Year), following recent advice that the current website provider will not be able to support and meet the new Public Sector Bodies (Websites and Applications) Accessibility Regulations criteria.*

(d) Kemsing Allotments (Minute 6(e) KPC/09/2019)

A meeting with the Allotment Holders' Association Committee had been arranged.

- (e) Parish Councillor vacancy (Minute 6(f) KPC/09/2019)
The notice would be posted on the village notice boards and Parish Council's website. Co-option to take place at the February 2020 Parish Council meeting.
- (f) Highways Improvement Plan (Minute 6 (e) KPC/07/2019)
Kent County Council Highways and Transportation's response had been received. Arrangements for the Highways Improvement Plan Working Group to meet in the New Year to consider the response would be made.
- (g) Defibrillator appeal for Sevenoaks Parish Councils (Minute 6(c) KPC/09/2019)
Although now under the remit of the Facilities Committee, it is worth noting that a positive response, in principle, but subject to conditions, had been received from Kent County Council which would be considered by the Facilities Committee at its next meeting.

7. **NEW MATTERS FOR CONSIDERATION**

- (a) Parish Councillor vacancy
Mr. Andrews, who joined the Parish Council in July 1977 to May 2007 and then again from May 2013 to date, had resigned from the Council as of 6th November 2019. The Clerk will report the vacancy to Sevenoaks District Council. It was noted that Mr. Andrews had given dedicated service to the Parish Council for nearly 37 years in total, including being Chairman of the Council from 1998 to 2005 and was also a member of Recreation Grounds, Planning and Finance Committees as well as various working groups.

Mr. Bennett proposed:

"That Dr. Walker be appointed as replacement signatory on the Reserve Fund bank account".

CARRIED unanimously

- (b) Committee Membership
Mr. Connelly, currently a member of the Recreation Grounds Committee was appointed as Member of the Planning Committee.
Mr. Connelly intended to resign from the Recreation Grounds Committee when the two Parish Councillor vacancies had been filled.

8. **COMMITTEE REPORTS**

- (a) Planning Committee
Mr. Bell proposed, seconded by Mrs. Robarts:
"That the Parish Council notes the minutes of the meetings held on 7th October 2019, Ref No P/20/2019, 21st October 2019, Ref No P/21/2019 and 4th November 2019, Ref No P/22/2019".
CARRIED unanimously

Mr. Bell gave a brief summary of the current Local Plan position.

- (b) Finance Committee
Mr. Eaton proposed, seconded by Dr. Walker:
"That the Parish Council notes the minutes of the meeting held on 23rd October 2019, Ref No F/02/2019".
CARRIED unanimously

- (c) Downland Management Committee
Mr. Bennett proposed:
"That the Parish Council notes the minutes of the meeting held on 6th November 2019, Ref DM/05/2019".
CARRIED unanimously

The following recommendation was APPROVED:

Jubilee Green, Dynes Road - *"The Committee recommends to full Council to write to Sevenoaks District Council to advise that the Parish Council will not take any further responsibility to maintain this land beyond 31st March 2020".*

CARRIED unanimously

(d) Facilities Committee

Mr. Dillon proposed, seconded by Mrs. Robarts:

“That the Parish Council notes the minutes of the meetings held on 18th October 2019, Ref No FAC/01/2019 and 8th November 2019, Ref NO FAC/02/2019”.

CARRIED unanimously

The following recommendations were APPROVED:

Village car park tree survey and recommendations – *“To recommend to full Council to accept the quotation for the recommended tree work to be funded from the Parish Council’s General Contingency Fund totalling £200 (VAT not included)”.*

CARRIED unanimously

Village car park (winter/snow clearance and maintenance) - *“It is recommended that the Council makes available up to £3,000 from its Contingency Fund for the current financial year for agreeing a contract with Sevenoaks District Council for winter maintenance/gritting the village car park.”*

CARRIED unanimously

“It is recommended that budget figure for winter maintenance/gritting the village car park for the financial year 2020/2021 is increased from £600 to £3,000”.

CARRIED unanimously

The Clerk was instructed to request an email confirmation from Sevenoaks District Council for each gritting session.

9. **CONSULTATIONS**

(a) Kent County Council annual Budget consultation

KCC’s consultation runs until 25th November 2019 on their spending priorities and Council Tax proposals for 2020/2021.

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 159 to 181) and notes the list of receipts (Vouchers 9 to 11)”.

CARRIED unanimously

(b) Donations and Subscriptions

Noah’s Ark Residents’ Association Christmas event – the Parish Council was asked to consider making a financial contribution towards this annual event to enable the purchase of the necessary public liability insurance for the Christmas celebration on Saturday, 14th December. All Parish Councillors were invited to attend.

Dr. Walker proposed, seconded by Mr. Eaton:

“That the Parish Council makes a donation of £75 towards the NARA Christmas event”.

CARRIED unanimously

Sevenoaks Area Youth Trust – A letter of appreciation for the Parish Council’s donation was noted.

11. **INFORMATION REPORTS**

(a) Report from Chairman

There was no report from the Chairman.

(b) Reports from Parish Councillors

(i) Kemsing Library : Mrs. Wedderburn-Day asked if Kent County Council (KCC) could be approached with a view to repainting the exterior of the library building.

The Clerk to write to KCC with the request.

- (ii) Cleves Road (house for sale) : Mr. Dillon reported an advertisement for a property for sale, which incorrectly implies that the current allotment located at the rear of the property is transferrable to the new owner. This is potentially a false advertisement as the allotment agreement of current allotment holders is not transferable automatically to a new property owner.
The Clerk to write to the Estate Agent to inform them of the error.
- (iii) County Councillor Mr. R. Gough : Mr. Buttifant reported that Mr. Gough had been appointed as Leader of Kent County Council and as such, asked if the Clerk, on behalf of the Members, could congratulate Mr. Gough on his new position. *This was agreed.*

(c) General information

- *Kent Association of Local Councils (KALC) Annual General Meeting will take place on Saturday, 30th November 2019.*

12. **DATE OF NEXT MEETING**
Wednesday, 15th January 2020.

The meeting closed at 8.25 p.m.

Signed by Chairman : Date: