

KEMSING PARISH COUNCIL

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Minutes of a meeting of Kemsing Parish Council held in the Small Hall, St. Edith Hall, High Street, Kemsing on Wednesday, 15th January 2020 at 7.30 p.m.

PRESENT: Councillor Mr. D. Bennett (in the Chair)
Councillors Mr. M. Bell, Mr. B. Buttifant, Mr. C. Connelly, Mr. P. Dillon,
Mr. M. Hudson, Mrs. M. Robarts, Dr. P. Walker

IN ATTENDANCE: 3 Members of the Public
District Councillors Mrs. D. Morris and Mr. S. Reay
Mrs. Y. Tredoux (Clerk)

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs. J. Chisholm, Mr. P. Eaton and Mrs. R. Wedderburn-Day.

2. **DECLARATIONS OF INTERESTS**

Mr. Bennett declared having a non-pecuniary interest in Item 9(b) as being a member of Campaign to Protect Rural England (CPRE).

3. **DISTRICT & COUNTY COUNCILLOR REPORTS**

District Councillor Mrs. Morris reported that the Otford Medical Practice had applied for funding from the Community Infrastructure Levy funds but at the Cabinet meeting on the 9th January 2020, the District Council declined the request as it did not show evidence of community support and the lack of funding input from the Parish Council. Mr. Bell expressed his disappointment with Sevenoaks District Council's decision to refuse the grant application due to a lack of funding input from the Parish Council given that the Parish Council had not been made aware of the application.

Mrs. Morris confirmed her attendance at the Sevenoaks District Council's Development Control Committee meeting when the proposal for three new bungalows on the green open space at Church Lane was being considered.

District Councillor Mr. Reay reported that he would be chairing the Development Control Committee.

7.35 p.m. RESOLVED: The meeting was adjourned to allow for public participation.

4. **PUBLIC SESSION**

A resident confirmed her attendance at the Sevenoaks District Council's Development Control Committee meeting in relation to the proposed development at Church Lane.

7.38 p.m. RESOLVED: The meeting was reconvened.

5. **MINUTES**

Mr. Bennett proposed:

"That the Parish Council approves the minutes of the meeting held on 20th November 2019, Ref KPC/10/2019".

CARRIED unanimously

The minutes were duly signed.

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

(a) Nightingale Road Recreation Ground boundary fence gaps (Minute 6(a) KPC/10/2019)

For information : Work was awaited. The Clerk would chase up.

(b) Village car park notice board (Minute 6(b) KPC/10/2019)

For information : Work was awaited. The Clerk would chase up.

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

Mr. Dillon and the Clerk met with representatives from the Kemsing Allotment Holders' Association on Wednesday, 8th January 2020 when they welcomed the formalisation of the agreement. Their comments are awaited.

(d) Parish Councillor vacancy (Minute 6(f) KPC/10/2019 and Minute 7(a) KPC/10/2019)

The deadline for the first vacancy is Friday, 31st January 2020. Candidates would be invited to attend the February Parish Council meeting when co-option would take place.

Sevenoaks District Council had advised that there were no requests to fill the second casual vacancy by election. The Parish Council was now able to proceed with advertising and filling the vacancy by co-option. It was agreed to advertise the vacancy with a view to co-opt at the April Parish Council meeting.

Mr. Bennett proposed:

"That the Parish Council approves the draft co-option application form and draft co-option procedure prepared by the Clerk".

CARRIED unanimously

(e) Jubilee Green, Dynes Road (Minute 8(c) KPC/10/2019)

Sevenoaks District Council had advised that this small open space had always been maintained by them.

(f) Highways Improvement Plan (Minute 6(f) KPC/10/2019)

Arrangements for a meeting to take place were being made.

7. **NEW MATTERS FOR CONSIDERATION**

(a) Office equipment

Mr. Bennett proposed:

"That the Parish Council makes available up to £2,000 for a new laptop, funds to be transferred from the Council's Free Reserve Fund for the time being and that the funds are transferred back to the Reserve Fund from the current account in the new financial year".

CARRIED unanimously

(b) Facilities Committee

RESOLVED: *The Parish Council approved the transfer of the responsibility for the Christmas tree to the terms of reference of the Facilities Committee.*

(c) Ash dieback management plan

Mr. Bennett proposed:

"That the Parish Council accepts a quotation of £800 received from a Woodland Management Consultant to produce an Ash dieback management plan for land owned by the Parish Council (to be charged to the earmarked Reserve Fund for major tree works)".

CARRIED unanimously

(d) Clearance of footpaths not on Parish Council owned land

The Council was asked to clarify its position on clearance of footpaths not in its ownership.

Dr. Walker proposed, seconded by Mr. Bennett:

"That the Parish Council does not clear footpaths on land not owned by the Parish Council".

CARRIED 4 in favour, 3 against, 1 abstention

RESOLVED: *The Clerk to report the slippery condition as a result of mud and fallen leaves to Kent County Council's Public Rights of Way. (Two reports had been received of two footpaths affected; these are the paths leading to Kemsing Primary School - mud and fallen leaves on the Public Right of Way leading from the village car park to Public Right of Way SR35 (School alley) as well as Footpath SR 35 itself).*

8. **CONSULTATIONS**

There were no consultations.

9. FINANCIAL MATTERS

(a) Accounts for payments & receipts

Dr. Walker proposed, seconded by Mr. Bennett:

“That the Parish Council approves the list of payments (Vouchers 182-227) and list of bank transfers as circulated and notes the list of receipts (Vouchers 12-16)”.

CARRIED unanimously

(b) Donations and Subscriptions

(i) Campaign to Protect Rural England:

Mr. Bennett proposed:

“That the Parish Council renews the annual subscription of £36”.

CARRIED unanimously

(ii) A letter of appreciation from the Oaks Steering Group for the Parish Council's financial support towards the Oaks Christmas Lunch was noted.

(c) Community Infrastructure Levy (CIL) Funds

Members considered a request from Otford Medical Practice for the Parish Council to make a contribution towards the cost of building an extension to their surgery from CIL funds.

The Parish Council already has a list of projects to which CIL funds might possibly be allocated, including projects within the community for which the Parish Council itself is responsible, but the costs of which are not yet known. The Parish Council may only spend CIL money on projects which SDC has confirmed fall within the rules for such expenditure. It is possible that more CIL monies may be available to the Parish Council in the next financial year.

RESOLVED: The Clerk to confirm that the Parish Council supports the request in principle subject to receiving more detailed information regarding the project and funding requirements and availability of CIL funds.

10. COMMON FIELD RECREATION GROUND TRUST (CFRGT)

Bank Account – signatory updates

The Parish Council is the Trustee of the CFRGT and it is now necessary to update the bank mandate following a number of resignations.

Mr. Bennett proposed:

“That the existing mandate for the operation of the Trust's account is hereby cancelled; That the following persons (all existing Councillors) are hereby authorised to sign on the Trust's account: Mr. Bell, Mr. Bennett, Mr. Buttifant, Mr. Connelly, Mrs. Chisholm, Mr. Dillon, Mr. Eaton, Mr. Hudson, Mrs. Robarts, Dr. Walker, Mrs. R. Wedderburn-Day.

That any two signatories sign together”.

CARRIED unanimously

11. INFORMATION REPORTS

(a) Report from Chairman

There was no report received.

(b) Reports from Parish Councillors

There was no report received.

(c) General information

There was no further information received.

12. COMMITTEE REPORTS

(a) Planning Committee

Mr. Bell proposed, seconded by Mrs. Robarts:

“That the Parish Council accepts the minutes of the meetings held on: 18th November 2019, Ref No P/23/2019, 2nd December 2019, Ref No P/24/2019, 16th December 2019, Ref No P/25/2019 and 30th December 2019, Ref No P/26/2019”.

CARRIED unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mr. Dillon:

“That the Parish Council accepts the minutes of the meeting held on 27th November 2019, Ref RG/06/2019”.

CARRIED unanimously

(c) Finance Committee

RESOLVED: That the adoption of the minutes of the meeting held on 18th December 2019, Ref No F/03/2019, be deferred.

RESOLVED: That consideration of the recommendation in relation to the following matters be deferred:

Budget proposals (Minute 6) and Precept requirement for 2020/2021 (Minute 7).

Dr. Walker proposed, seconded by Mr. Hudson:

“That the Parish Council appoints Mrs. R. Bannister as Internal Auditor for the financial year 2020/2021 (Item 8)”.

CARRIED unanimously

13. **DATE OF NEXT MEETING**

Wednesday, 19th February 2020.

The meeting was closed at 8.25 p.m.

Signed by Chairman: Date: