

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, 19th February 2020 at 7.30 p.m.

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

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

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mr. C. Connelly, Mr. M. Hudson and Mrs. R. Wedderburn-Day as well as County Councillor Mr. R. Gough.

2. **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

3. **DISTRICT & COUNTY COUNCILLOR REPORTS**

Councillor Mrs. Morris: There was no further update on the Sevenoaks District Council's (SDC) Local Plan.

Councillor Mr. Reay: The application to remove three of the four trees from the original Tree Preservation Order at a property in Greenlands Road had been considered at a recent SDC's Development Control Committee meeting. The Committee approved the removal of only one of the four trees. The Parish Council's application for the land at 9 to 16 Church Lane to be designated as a Community Asset was noted.

4. **PUBLIC SESSION**

There were no questions from the public.

5. **MINUTES**

Mr. Bennett proposed:

"That the Parish Council approves the minutes of the meetings held on 15th January 2020, Ref KPC/01/2020 and 29th January 2020, Ref KPC/02/2020".

CARRIED unanimously

7.32 p.m. *The meeting was adjourned.*

6. **PARISH COUNCILLOR VACANCY**

(i) One of the two applications had been withdrawn.

Ms. G. Lloyd gave a brief summary of her reasons for applying for the vacant position.

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

(ii) A secret ballot was held and it was **RESOLVED** that Ms. Lloyd be co-opted.

7.48 p.m.

(iii) The public and press were invited back to the meeting when the result was announced and the meeting reconvened.

(iv) Ms. Lloyd duly signed the declaration of acceptance of office and joined the other Councillors at the table.

7. MATTERS ARISING FROM THE PREVIOUS MINUTES

- (a) Nightingale Road Recreation Ground boundary fence gaps (Minute 6(a) KPC/01/2020)
Work is awaited.
- (b) Village car park notice board (Minute 6(b) KPC/01/2020)
The new notice board had been installed.
- (c) Kemsing Allotments (Minute 6(c) KPC/01/2020)
The Allotment Holders' Association has no objection to the draft agreement.
The Clerk will make the necessary arrangements for the agreement to be signed.
- (d) Highways Improvement Plan (Minute 6(e) KPC/01/2020)
The Working Group meeting is scheduled for 3rd March 2020. Mr. Bell was appointed as a member of the Group.
- (e) Community Infrastructure Levy Funds (Minute 9(c) KPC/01/2020)
Further information from the Otford Medical Practice (OMP) was received and duly noted. Although this covered the building and proposed plans, Councillors were more interested in how the expansion would potentially improve service levels for Kemsing residents, i.e. the number of doctors, services available, etc.

While the Parish Council had identified potential projects to be funded from its own CIL monies, there was overall support in principle to making a small contribution from these funds to OMP, subject to receiving the requested information. The value of contribution will be considered when a CIL review has taken place.

RESOLVED: The Parish Council is willing to make a small contribution from its CIL monies subject to

(i) confirmation from SDC that this is lawful

(ii) receiving and considering detailed information on service improvements for Kemsing residents.

8. NEW MATTERS FOR CONSIDERATION

- (a) Great British Spring Clean
Information received from the Keep Britain Tidy Charity was noted as well as a local resident's request asking the Parish Council to consider joining in arrangements to hold a Kemsing Spring Clean Day.

Preliminary enquiries by the Clerk confirmed that SDC can provide, on loan, equipment such as litter pickers and is able to collect rubbish bags free of charge. The Clerk has raised a query with the Parish Council's insurance company for public liability insurance cover for volunteers. Roads cannot be included in the route and it was suggested that litter picks will be mainly on the Recreation Grounds. The relevant risk assessments should be completed.

RESOLVED:

(i) Mr. Buttifant and Mrs. Robarts volunteered to assist the Clerk in organising the event.

(ii) The Clerk will liaise with the local resident.

(iii) The event cannot take place if the Parish Council's Insurance company does not provide public liability insurance cover for volunteers.

7.59 p.m. Mr. Reay left the meeting.

- (b) 75th Anniversary - VE celebrations
Information from Kent County Council (KCC) regarding arranging an event to commemorate VE Day was noted. Events across the Country will take place from 8th May to 10th May 2020. Kemsing Heritage Centre Association (KHCA) is organising a talk on Saturday, 9th May.

In addition to the above celebrations, it is worth noting that the Shoreham Aircraft Museum has fitted a number of memorial stones in memory of fallen airmen and the KHCA regularly holds commemorative services to honour those named on the Kemsing War Memorial.

(c) Parish Council's website

Members considered the Working Group's recommendation. Responses from two providers had been requested and some of the information had been received in the last few days.

Mr. Bennett proposed:

"That the Parish Council agrees to accept the quotation for a three year contract with Cantium Business Solutions".

CARRIED unanimously

(d) Annual Parish Meeting

Members considered the Clerk's report to review the format of this meeting.

RESOLVED: To be reviewed at the next meeting.

9. **CONSULTATIONS**

(a) Government Consultation on Police powers regarding Unauthorised Encampments

The Clerk will complete the consultation paper and circulate to all Councillors before sending the final document.

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 228 to 254)".

CARRIED unanimously

(b) Donations and Subscriptions

(i) Action with Communities in Rural Kent:

A request to join as a member at a fee of £80 was declined.

(ii) Society of Local Council Clerks:

Mr. Bennett proposed: *"That the Parish Council renews the annual subscription of £202".*

CARRIED unanimously

11. **INFORMATION REPORTS**

(a) Report from Chairman

A number of Pilgrims Way residents had received a leaflet from an Estate Agent advising that four plots on Lower Haffenden Field, known locally as "The Leisure Plots", had been sold at auction. It was suggested that a further twelve were up for sale. Mr. Bennett reminded the Council that the Clerk had been given authority to seek legal advice if and when it became necessary.

(b) Reports from Parish Councillors

Mrs. Chisholm had been asked by two residents for two additional dog waste bins in the High Street. The requests should be referred to SDC. The Parish Council currently provides seven dog waste bins on land in its ownership.

(c) General information

(i) Lord Lieutenant of Kent's Civic Service 2020 - Invitation to attend the event at Canterbury Cathedral on Tuesday 17th March 2020 was noted.

(ii) Pension contributions staging date – The Parish Council is required to complete the re-declaration of compliance which the Clerk will do.

(iii) Sevenoaks Town Council Neighbourhood Development Plan – The Public consultation is running until 13th March 2020. The Planning Committee will consider this at the next meeting.

12. **COMMITTEE REPORTS**

(a) Planning Committee

Mr. Bell proposed, seconded by Mrs. Roberts:

“That the Parish Council notes the minutes of the meetings held on 13th January 2020, Ref No P/01/2020, 27th January 2020, Ref No P/02/2020 and 10th February 2020, Ref No P/03/2020”.

CARRIED unanimously

(b) Recreation Grounds Committee

Dr. Walker proposed, seconded by Mr. Dillon:

“That the Parish Council notes the minutes of the meeting held on 29th January 2020, Ref No RG/01/2020”.

CARRIED unanimously

(c) Facilities Committee

Mr. Dillon proposed, seconded by Mrs. Roberts:

“That the Parish Council notes the minutes of the meeting held on 31st January 2020, Ref No FAC/01/2020”.

CARRIED unanimously

The Council considered the following recommendations:

Nature Reserve Policy (Land at Fairfield Close) – *“To cancel the licences and to revoke the Nature Reserve policy (Kent Wildlife Trust to be informed accordingly)”.*

The Parish Council ratified this recommendation.

Defibrillator – *“To decline the offer of a second defibrillator”.*

The Parish Council did not ratify this recommendation.

The Committee’s recommendation not to accept the offer was attributed to the lack of funding in this year’s budget to cover the installation costs and the West Kent Mason’s decision not to fund ongoing maintenance costs.

RESOLVED: Further enquiries will be made with the owners of two of the units identified at the Dynes Parade, Dynes Road, into their willingness to allow permission for the defibrillator to be installed at either unit, preferably inside, as there was a concern over potential vandalism.

Notice board policy – *“To ratify the policy as amended”.*

The Parish Council ratified this recommendation.

Village car park – A quotation to fill three potholes in the village car park had been received and accepted and the work has been completed – *Noted.*

(d) Downland Management Committee

Mr. Bennett proposed:

“That the Parish Council notes the minutes of the meeting held on 5th February 2020, Ref No DM/01/2020”.

CARRIED unanimously

Subsequent to the meeting another Ash tree had been identified which needed to be felled at a further cost of £400 + VAT taking the total cost to £4,896 including VAT. *This was AGREED.*

13. **DATE OF NEXT MEETING**

Wednesday, 18th March 2020.

The meeting closed at 8.35 p.m.

Signed by Chairman :

Date :