A meeting of the Otford Parish Council will be held on Monday 13th June 2011 in the Club Room of the Otford Village Memorial Hall at 7.30 p.m.

AGENDA

1. Apologies for absence.

2. Declarations of Interest.

3. To appoint Committees and Overseers for the forthcoming year and to agree revised dates for committee meetings for the period to 31 December 2011.

4. Minutes of the meeting held on 9th May 2011

5. Matters arising from the minutes not dealt with elsewhere on the agenda.

6. Clerk’s report.

7. Overseers’ reports.

8. Reports from Committees

A. Finance & General Purposes
   a. To approve orders for payment (circulated).
   b. To receive the report of the Committee
   c. To receive the report of the Heritage Centre Management Committee
   d. Report re Twinning
   e. Copy from Parish Plan of minutes of meeting 13.5.11
   f. Copy from ASTAV of Magazine Spring 2011 (Committee to note).
   g. Letter from Kent Police re crime figures and change of Commander (Committee to note).
   h. Letter from Bank of Ireland re Bank Mandate (Committee to note) and to authorise new signatories.
   i. Letters from Quaife Woodlands re Pond Willows (Committee to note) and to approve quote.
   j. Letter from OSA (Committee to note) and to approve Auditor.
   k. Letter from SLCC re Publications (Committee to note).
   l. Letter from Knocker & Foskett re Legal Updates (Committee to note).
   m. To approve request re photocopying to support Community Warden initiative (Committee to note).
   n. To approve the accounting statements of Otford Parish Council for the year to 31st March 2011.
   o. To approve the Annual Governance Statement of Otford Parish Council for the year to 31 March 2011.

B. Planning
   a. New applications
      SE/11/01044 Mayola Station Road Variation of condition 2 (Approved plans) of Appeal ref:APP/G2245/A/10/2131253 (SE/10/00236/FUL) to vary the appearance of the two properties as recommended in the parish design guide by changing the facing material and bay window roof detail to plot 2.
      SE/11/00758 Lloyds TSB Bank Plc 3 Sevenoaks Road Creation of new front entrance to self contained flat and the provision of 2 rear parking spaces
      SE/11/01133/ CONVAR 4 Hillydeal Road Variation of condition 6 (Approved plans) of CONVAR 4 Hillydeal Road SE/10/02606/FUL ‘Demolition of existing dwelling and replacement with two detached dwellings with access from Hillydeal Road’ - to allow the construction of a single storey side as per revised drawings 983/01/02 and 03.
   b. Results received
      SE/11/00417 44 The Charne Erection of single storey rear extension, alteration to existing rear extension roof and erection of side entrance porch. Allowed
      SE/11/00509 Crammond Demolition of existing two storey side extension and
Shoreham Road and construction of new two storey side extension  

<table>
<thead>
<tr>
<th>Application Number</th>
<th>Address</th>
<th>Description</th>
<th>Decision</th>
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<tbody>
<tr>
<td>SE/11/00625</td>
<td>Hawthorns, Station Road</td>
<td>Conversion of existing outbuilding to form annex accommodation</td>
<td>Allowed</td>
</tr>
<tr>
<td>SE/11/00683</td>
<td>18 Ryecroft Road</td>
<td>Erection of front porch and single storey rear extension</td>
<td>Allowed</td>
</tr>
<tr>
<td>SE/11/00698</td>
<td>14 Telston Lane</td>
<td>Erection of a single storey rear extension (Amendment to previously approved scheme SE/10/02216/FUL reflecting change to built extent at boundary)</td>
<td>Allowed</td>
</tr>
<tr>
<td>SE/11/00213</td>
<td>Sainsbury Petrol Station</td>
<td>Erection of single storey front extension, refurbishment of the existing petrol filling station kiosk. Re-cladding of the existing forecourt canopy, replacement petrol pumps and provision of a rainwater harvesting system for the existing car wash.</td>
<td>Allowed</td>
</tr>
<tr>
<td>SE/11/00063</td>
<td>Pond View Café and tea rooms</td>
<td>Replacement fascia sign to front and a sign to either side of premises.</td>
<td>Allowed</td>
</tr>
<tr>
<td>SE/11/00659</td>
<td>The Old Oast House, Shoreham Road</td>
<td>Erection of first floor rear extension, demolition of existing single dwelling (The Oast House Bungalow) to facilitate erection of detached garage with first floor Granny Annexe and single storey link canopy</td>
<td>Allowed</td>
</tr>
</tbody>
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c. Tree Preservation Orders
<table>
<thead>
<tr>
<th>Application Number</th>
<th>Address</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SE/11/01338/WTCA</td>
<td>36 High Street</td>
<td>Various works to 1 Ash tree</td>
</tr>
</tbody>
</table>

d. Letter from KCC re Minerals and Waste Development Framework (Committee to note).

e. Letter from Sainsbury’s re Store Extension (Committee to note).

f. Letter from SDC re Local Development Framework Consultation (Committee to note).

C. Environment
a. To receive the report of the Committee
b. Copy from CPRE of Countryside Voice Magazine and meeting to be held 25.6.11 (Committee to note).
c. Letter from Tarmac re Sevenoaks Quarry Liaison Meeting Committee (Committee to note).
d. Letter from Kent Wildlife Trust re Kemsing to Shoreham Downlands Project (Committee to note).
e. Letter from KCC re Public Rights of Way Vegetation Clearance Contracts and reply (Committee to note).

D. Highways
a. To receive the report of the Committee (circulated)
b. Letter from SDC re Road Closure – Otford Fete (Committee to note).

E. Recreation
a. To receive the report of the Committee
b. Letter from Play Place re Summer Activities (Committee to note).
c. Copy from FCS of Grounds Maintenance Report May 2011 (Committee to note).

F. Services
a. To receive the report of the Committee
b. Copy from West Kent Mediation of Newsletter April 2011 (Committee to note).
c. Notice from Citizens Advice Bureau re AGM meeting to be held 6.7.11 (Committee to note).

KALC/ACRK
a. Agenda for KALC Sevenoaks Area Meeting held 10.6.11

8. To note date of next meeting as 11.7.11 at 7.30pm