Otford Parish Council
The School House, 21 High Street, Otford, Kent, TN14 5PG

Tuesday 6th September 2011

To members of the Council

You are hereby summoned to attend the 9th meeting of 2011 of Otford Parish Council at Otford Village Hall on Monday 12th September at 7.30pm for the purpose of transacting the following business

…………………………. Clerk to the Council

AGENDA

1. Apologies for absence.

2. Declarations of Interest.

3. To receive, approve and sign the minutes of the full Council Meeting held 8th August 2011

4. Matters arising from the last minutes.

5. Clerk’s report.

6. Overseers’ reports.

7. Reports from Committees

   A. Highways
      a. To receive, approve and sign the minutes of the Highways Committee of 25.8.11
      b. To receive the Chairman’s report
      c. To receive and agree any recommendations
      d. Letters from Miss E Turner and Mr J Pragnell re Pedestrian Crossing PW West (Committee to note).
      e. Letter from Mr & Mrs Pitcairn – Knowles re road hazard Otford Kennels (Committee to note).

   B. Recreation
      a. To receive the Chairman’s report
      c. To receive and agree any recommendations
      d. Copy from Wicksteed re Play Area Safety Inspection reports (Committee to note).
      e. Notice from KCPFA of Annual Meeting to be held 21.10.11 (Committee to note).
      f. To note report from B Thomas re Wickstead report (Committee to note).
      g. To discuss and approve an extension of the lease to the tennis club to facilitate grant applications.

   C. Services
      a. To receive the Chairman’s report
      b. To receive and agree any recommendations
c. To accept Fire Risk assessment for School house and actions there from (Committee to note).
d. To approve information available from Otford Parish Council under the model publication scheme.
e. Copy from Kent Housing Group of Rural Homes –supporting Kent’s Rural Communities
   (Committee to note).
f. Notes from the KCC Health Overview and Scrutiny Committee (Committee to note).
g. Letter from OPC to Sevenoaks Town Council re proposed changes in Rail Action Plan for Kent
   (Committee to note).
h. Letter from Mr K Gunderson re Queen’s Diamond Jubilee Celebrations (Committee to note).

D. Finance & General Purposes
a. To receive, approve and sign the minutes of the F&GP Committee meeting of 5.9.11
b. To receive the Chairman’s report
c. To receive and approve any recommendations
d. To approve orders for payment (circulated).
e. To receive the report of the Heritage Centre Management Committee
f. Report re Twinning
g. E-mail from Bugle Communications re Community Notice Board (Committee to note).
h. Letter from SDC re Review of Polling Districts, Places and Polling Stations (Committee to note).
i. Letter of resignation from Cllr. Tony Woodrow-Clark (Committee to note).
j. Copy from Knocker & Foskett of Legal Updates Summer 2011 (Committee to note).
k. Letter from South East Water re Water Main replacement Otford Road (Committee to note).
l. Grounds report from B Thomas August 2011 (Committee to note).

E. Planning
a. To receive, approve and sign the minutes of the Planning Committee meetings on 17.8.11 and
   31.8.11
b. To receive the Chairman’s report
c. To receive and agree any recommendations
d. Copy letter from Otford & District Historical Society re Sainsbury’s (Committee to note).

F. Environment
a. To receive, approve and sign the minutes of the Environment meeting on 06.09.11
b. To receive the Chairman’s report
c. To receive and agree any recommendations
d. Copy from CPRE of Countryside Voice Magazine Summer 2011 and Field Work (Committee to
   note).
e. Letter from KCC re Consultation on Countryside Access Improvement Plan 2012 (Committee to
   note).
f. Copy from Kent Downs AONB of Managing Land for Horses (Committee to note).
g. To consider the proposals put forward regarding the Palace Tower and to give the approval of the
   Council for the proposals
h. To consider the proposals put forward regarding the Community Heritage Orchard and to give
   the approval of the Council for the proposals.

KALC/ACRK
a. To note agenda for KALC Sevenoaks Area Meeting to be held 16.09.11
b. Notice from KALC of Finance Conference to be held 7.10.11

8. To note date of next meeting as 10.10.11 at 7.30pm