Tuesday 8th May 2012

To members of the Council

You are hereby summoned to attend the Annual meeting of 2012 of Otford Parish Council at Otford Village Hall on Monday 14th May at 7.30pm for the purpose of transacting the following business

............................. Clerk to the Council

Members of the public and press are warmly invited to attend

There will be a 10 minute Public Forum before the meeting and further representations from the public at the Chairman’s discretion during the meeting

AGENDA

1. Apologies for absence.

2. To elect a Chairman for the forthcoming year

3. To receive the Chairman’s declaration of office

4. To elect a Vice Chairman for the following year

5. Declarations of Interest.

6 To appoint Committees and Overseers for the forthcoming year

7. To receive, approve and sign the minutes of the full Council Meeting held 16th April 2012

8. Matters arising from the last minutes.

9. Clerk’s report (to note).

10. Overseers’ reports.

11. Reports from Committees

A. Planning
   a. To receive the minutes of the Planning Committee meetings on 18.4.12, 25.4.12 and 2.5.12
   b. To receive the Chairman’s report
   c. To receive and agree any recommendations
   d. Letter from KCC re conditions 31 to planning permission Sevenoaks Quarry (Committee to note).
   e. Letter from Fort Halstead re consultation on future of the site (Committee to note).

B. Environment
   a. To receive the report of the Environment Meeting held 8.5.12
b. To receive the Chairman’s report

c. To receive and agree any recommendations

d. Copy from Kent AONB of The Orchid Spring/Summer 2012 (Committee to note).

e. E-mail from SDC re Land Management Courses from Kent Wildlife Trust (Committee to note).

f. Letter from ODHS re Otford Palace (Committee to note).

g. Copy from FCS of Tree Report Spring 2012 (Committee to note).

h. Copy from Kent Wildlife Trust of Wild Kent Magazine Spring 2012 (Committee to note).

i. Copy of minutes of Sevenoaks Quarry Liaison Committee meeting held 17.4.12 (Committee to note).

j. E-mail from SDC re Big Tree Plant – Trees to Treasure (Committee to note).

k. Copy from CPRE of Fieldwork Spring 2012 (Committee to note).

l. Copy of Grounds Report from FCS April 12 (Committee to note).

C. Highways

a. To receive the Chairman’s report

b. To receive and agree any recommendations

c. Letter from SDC re New parking restrictions The Old Walk, The Butts, and Bubblestone Road (Committee to note).

d. Copy letter from Mr A Lanceley re Bus driving without due care and attention (Committee to note)

e. E-mail from Mr J Bonnett re Parking at the Parade (Committee to note).

f. E-mail from E Moyse re Otford Street Lights (Committee to note).

g. Notice from KCC of Road Closure Pilgrims Way East on 2.7.12 for five days (Committee to note).

D. Recreation

a. To receive the Chairman’s report

b. To receive and agree any recommendations

c. Notice from KCPFSA of AGM held 25.4.12 (Committee to note).

d. Report from Sevenoaks Youth Advisory Group re work undertaken Jan – Mar 2012 (Committee to note)

e. Copy of minutes of Sevenoaks Youth Advisory Group Meeting held 26.4.12 (Committee to note).

f. Copy of minutes of Otford Sports Association AGM held 25.4.12 (Committee to note).

g. Notice from Kent Youth re evening conference on Youth Services held 10.5.12 (Committee to note).

E. Services

a. To receive the Chairman’s report

b. To receive and agree any recommendations

c. Copy from Southeastern Trains of Newsletter April/May 12 (Committee to note).

d. Letter from KCC re consultation on the Commissioning Plan for Education Provision 2012-17 (Committee to note).

e. E-mail from SDC re new Environmental health Partnership (Committee to note).

f. Letter from Kent Police Authority re consultation on the New Kent Policing Model (Committee to note).

F. Finance & General Purposes

a. To receive the minutes of the F&GP Committee meeting of 30.4.12

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. Copy from OSA of Accounts 2011/2012 (Committee to note).

g. Letter from P Kitson re Memorial in Otford Cemetery (Committee to note).

h. Copy of risk assessments for Diamond Jubilee Beacon Event and Children’s Solar System Walk (Committee to note).

i. Copy email to Griffin Freight re damage to Pond 1.5.12 (Committee to note).

j. Copy email from Kent Downs AONB re Village SOS – Big Lottery Fund (Committee to note).
KALC/ACRK

a. Copy from KALC of Parish News April 2012
b. E-mail from KALC re Learning and Development Courses 2012
c. E-bulletin from KALC re Draft Kent Freight Action Plan and Housing Strategy
d. E-mail from KALC re Members conduct and registration and disclosure of interests – amended April 12

8. To note date of next meeting as 11.6.12 at 7.30pm