Minutes of a meeting of Otford Parish Council held in the Club Room of Otford Village Memorial Hall on Monday 11th April 2011 at 7.30pm


In attendance: Clerk and two members of the public.

1. APOLOGIES FOR ABSENCE received from Cllrs. Mrs Evans and Mrs Lawrey.

1.1. Cllr Allen reported that Mrs Barbara Dean had passed away. She had been a hardworking councillor with a particular interest in the OSA and had helped set up the Helpline/Directory.

2. DECLARATIONS OF INTEREST

Planning application Pond View café and tearooms – Cllr. Cracknell.

3. MINUTES of the meeting held on 14th March 2011 were approved as amended at 7.D.5. to show correct numbering and at 7.F.1.9. to change ‘due to increased traffic’ to ‘due to change of bus route’.

4. MATTERS ARISING

4.1. It had not been possible to arrange a further meeting with Mr Sammut following the meeting on 1 March 2011 (7.A.2. of previous minutes).

5. CLERK’S REPORT

5.1. Issue No 755 of Direct Information Service received from NALC.

5.2. Various agendas, reports and press releases received from SDC and KCC. Available from Clerk.

5.3. Various advertising brochures received. Available from clerk.

5.4. Otford Society Newsletter received and available from Clerk.

6. OVERSEER’S REPORTS

6.1. The roundabout at the Vestry where the Old Otford Road enters the estate needs re-marking.

6.2. The Pilgrims Way East from Rowdale to the boundary with Kemsing is uneven and dangerous especially for motor cyclists and cyclists.

6.3. A pothole was reported at the junction of Telston lane and Pilgrims Way West.

6.4. A pothole was reported in the middle of the junction between Pilgrims Way West and Filston Lane.

6.5. More trees had been burnt down in Oxenhill Meadow and Shaw on 8th April 2011. It was noted that Brian Thomas has a key which the fire brigade use to gain access.

7. REPORTS FROM COMMITTEES

7.A. Environment

7.A.1. The committee had not met since the last meeting of the Parish Council. The next meeting will be on 3rd May 2011.

7.A.2. A report was received from Mr Thomas. Cllr. Mrs Ward reported that after a considerable delay, SDC would shortly erect scaffolding at the Palace Tower in order that repairs could be carried out. The Clerk is to seek confirmation in writing that SDC are responsible for all health and safety issues arising from the repairs. Cllr. Mrs Ward will send a full history of the Palace to Nicole Twort, the conservation officer at SDC.

7.A.3. A copy of the Agenda of the DRIPS meeting held on 30th March 2011 and a copy of the minutes was received.

7.A.4. A copy of a letter from ODHS re the Chalkpit was received.
7.A.5. A copy of the minutes of Oxenhill Meadow and Shaw management meeting held on 16th March 2011 was received. Cllr. Mrs Ward explained that this area would now be called Oxenhill Woods as there is no longer a meadow. Mr J Webb will report on the five year management plan at a meeting at St Ediths Hall Kemsing on 26th April which will also be attended by Mr Boorman and Mr Froud.

7.B. Highways
7.B.1. The committee had not met since the last meeting of the Parish Council.
7.B.2. Cllr. Allen reported that there would be a Rail Summit meeting at County Hall, Maidstone on 27th April 2011.
7.B.2. A member of the public reported that the problem with cars parking inconsiderately on the pavement in Leonard Avenue continued. The PCSO had reported to the Clerk that she had checked on the parking a couple of times but would return in a busier period. The member of the public also explained that a car had been abandoned in Leonard Avenue and was to be removed by the council.

7.C. Recreation
7.C.1. The committee had not met since the last meeting of the Parish Council.
7.C.2. Minutes of the OSA AGM on 28th March had been received.
7.C.3. Cllr. Mrs Marsh will attend a meeting with Chris and Hennis and representatives of other PCs on 12th May 2011 at Westerham.
7.C.4. Cllrs. Mrs Marsh and Knight will meet with Chris Hennis and Paul Roberston concerning summer youth activities in the recreation ground.

7.D. Services
7.D.1. The committee had not met since the last meeting of the Parish Council. The next meeting will be on 3rd May 2011.
7.D.2. A programme of events from Applause had been received.

7.E. Finance and General Purposes
7.E.1. Orders for payment were approved.
7.E.2. The report of the committee meeting held on 4th April was received.
Present: Cllr. J.G. Allen (Chairman), Cllr. J. Edwards-Winser (Vice-Chairman). In attendance: Clerk and RFO.
Apologies for absence: Cllrs. Mrs Lawrey and Woodrow-Clark.
7.E.2.1. The precept and budgeted income for 2010/2011 was exceeded by £5,500, which is approximately 5% of budget. The main reasons for this were: employment of a new clerk, with a one month overlap with the existing clerk, a temporary decrease in the cemetery income and an increase in stationery costs. Figures produced recently by District Councillor McGarvey show that Otford did not have the highest percentage increase in budget for 2011/12.
7.E.2.2. The Heritage Centre Chairman has proposed that the organisation pays 15% of the School House running costs rather than the 25% calculated as a fair share by the F&GP committee at the start of the Heritage Centre and agreed by council. This proposal is in respect of the period 2005 – 2009, for which the charge was only presented in 2010. In view of the delay in presenting the invoice it is proposed that this proposal be accepted, furthermore, that charges for the two remaining financial years to date also be calculated on this basis but that from this year (1st April, 2011) the charge be 25% of the running costs of School House. The council agreed with this proposal and the Chairman will write to the Chairman of the Heritage Centre.
7.E.2.3. MDH had informally requested a 2% increase in their charges to assist in inflation costs. It is proposed that this be agreed with closer regard to the timing and frequency of their work. The Council requested that the Clerk obtain the proposals of MDH in writing together with a list of the work carried out by MDH.
7.E.2.4. Parking restrictions in Tudor Drive & Crescent and in Evelyn Road and Sidney Gardens have been agreed by SDC, with a shortening of the yellow line at the end of Tudor Drive to allow a resident
to park his vehicles there. (reductions but not increases in the length of the lines were possible at this stage.). It was reported that District Councillor Michelle Lowe is aiming to get Bubblestone Road included in the next road survey.

7.E.2.5. Quotations for work on three trees in Palace Field had been requested. This area is in conservation Area and one tree has a TPO. The quotes had now been received and would be considered at the next F&GP meeting.

7.E.2.6. Potholes have started to appear in the car park and will be filled with local help. The Clerk will obtain quotations for resurfacing the whole area during school holidays.

7.E.2.7 A request from Mr Kuslucali to sell ice cream in the car park on any day or time had been received. The Council did not grant permission for this due to safety and congestion issues. The Clerk will inform Mr Kuslucali in writing.

7.E.2.8. As part of a cost saving efforts a new contractor has started work cleaning the public toilets.

7.E.2.9. A plaque commemorating Mr David Thomas has been fixed to the seat on the far side of the Recreation Ground. He is remembered for his concept of the model of the solar system as it was at the start of the millennium and in caring for it. Mr Clinton is looking for a mower to mow the orbits of the solar system. Cllr. Mrs Ward can donate a mower which requires servicing. The Clerk will contact Mr Clinton to inform him of this.

7.E Planning

7.E.1 The report of the committee was received.


Meeting held on 6th April 2011 Present: Cllr Edwards-Winser (Chairman) and Cllrs Cracknell, Whitehead and Woodrow-Clark. In attendance: Clerk

7.E.1.1. New applications

<table>
<thead>
<tr>
<th>Application</th>
<th>Details</th>
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<tbody>
<tr>
<td>SE/11/00417</td>
<td>Erection of single storey rear extension, alteration to existing rear extension roof and erection of side entrance porch.</td>
</tr>
<tr>
<td>SE/11/00479</td>
<td>First floor side and rear extension, to include room in roof space</td>
</tr>
<tr>
<td>SE/11/00509</td>
<td>Demolition of existing two storey side extension and and construction of new two storey side extension</td>
</tr>
<tr>
<td>SE/11/00625</td>
<td>Conversion of existing outbuilding to form annex accommodation</td>
</tr>
<tr>
<td>SE/11/00683</td>
<td>Erection of front porch and single storey rear extension</td>
</tr>
<tr>
<td>SE/11/00063</td>
<td>Replacement fascia sign to front and a sign to either side of premises</td>
</tr>
</tbody>
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7.E.1.2. Results received

<table>
<thead>
<tr>
<th>Application</th>
<th>Details</th>
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<tbody>
<tr>
<td>SE/10/01765</td>
<td>Erection of uPVC conservatory to rear of semi-detached property</td>
</tr>
<tr>
<td>SE/11/00005</td>
<td>Single storey extension to outbuilding in rear garden, for use as a craft room.</td>
</tr>
<tr>
<td>SE/11/00145</td>
<td>Erection of a single storey rear extension</td>
</tr>
<tr>
<td>SE/11/00173</td>
<td>Details pursuant to condition 8 (soft landscaping) of planning permission SE/07/02776/FUL. (Amended scheme to previously approved 08/01837/DETAIL)</td>
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7.E.1.3. District Councillor Michelle Lowe had requested a response to the recommendations of the SDC principal planning officer concerning the signage at the Bull public house (SE/11/00242/ADV). The recommendations were accepted by the committee.

7.E.1.4. District Councillor Michelle Lowe had asked for a response to the request, made to her, by the SDC Senior Planning Officer for comments on the lighting report in respect of the Sainsbury extension. The clerk would communicate the concerns of the committee on the impact of the proposed lighting on Otford.
7.E.2. A copy of the minutes of the AGM of the LGBC held on 9th March 2011 had been received.
7.E.3. A reply from Mr Fallon to the OPC letter dated 21 March 2011 had been received in connection with the Localism Bill. There is no suggestion that the situation re the third party right of appeal has changed. The LGBC is taking up this matter.

8. KALC/ARCK
8.1. A copy of the minutes of the Sevenoaks Area meeting of KALC on 13 March 2011 had been received.
8.2. A copy of Parish News Issue 353 had been received from KALC.

9. Date of the next meeting noted as 9th May 2011 at 7.30pm.

Signed............................................... Chairman

Dated..................................................