Minutes of the 7th meeting of 2011 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 11th July 2011 at 7.30pm

Present: Cllrs J. Edwards-Winser (Chairman)
D.G Cracknell
R. Knight
Mrs. J. Lawrey
H. Leicester
Mrs. C. Marsh
J. Verrall
Mrs. E. Ward
M. Whitehead

In attendance: Assistant Clerk and five members of the public

1. APOLOGIES FOR ABSENCE
Cllrs Mrs. Evans,
R.A. Woodrow-Clark

It was agreed that due to their importance and late occurrence, the following extra items should be added to the agenda:- PHS Hand dryers, Otford Youth Football provision and if required these matters would be discussed without the public present.

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<td>2. DECLARATIONS OF INTEREST</td>
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<td>2.1 Planning Application SE/11/01576 - Cllr. R Knight who would like to give a personal statement in the relevant section of the meeting</td>
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3. MINUTES
3.1 The minutes of the meeting held on 13th June were approved as amended and signed.

4. MATTERS ARISING
4.1 The Clerk is to remind OUFC that they still have to make safe their meter box on the recreation ground. 7.1 Clerk
4.2 Cllr. Edwards-Winser has now obtained a replacement map of Otford and it has been put up in the lobby of School House. 7.2 Clerk
4.3 Cllr. Mrs Lawrey has written to highways about deplorable condition of Tudor Drive 7.3 JV
4.4 Clerk has contacted Kemsing PC regarding a cabin at top of Row Dow. SDC enforcement are also aware 7.4 JE-W
4.5 Continuing - It was agreed that the electricity should be removed from the tractor shed 7.5 BT
4.6 Continuing - Cllr Verrall continuing to evaluate uninsured assets 7.6 JV
4.7 Continuing - Cllr Edwards-Winser fixing leaking radiator valves as necessary 7.7 JE-W
4.8 Continuing - Brian Thomas working on water tank for cemetery 7.8 BT
4.9 Continuing - Allotment rules regarding clearance costs cannot be changed until their Annual meeting in October. Clerk to liaise with OAA and the recreation committee.

4.10 Continuing - Cllr Edwards-Winser to attend Highways seminar and will then be in a position to determine who to contact regarding verge reconstruction and bus stop hard standing at Rye Lane

4.11 Continuing - Heritage Centre charges being reassessed by clerk, when complete a meeting with HC Chairman will be arranged

4.12 The clerk has been informed by Ibbett Mosely that the fenced off area on the village green is excluded from the land being sold with Bubblestone House

5. CLERK’S REPORT

5.1. Issues nos 761 & 762 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 Copy of Otford Society Newsletter June 2011 received.

6. OVERSEERS’ REPORTS

6.1 There were no reports received.

7. REPORTS FROM COMMITTEES

7.A. Services
7.A.1 The report of the Committee Meeting held on 27.6.11 had been received and was accepted
7.A.2 The twinning with Hardebot was approved. The approval of the wording of the charter was deferred until a later meeting.
7.A.3 A copy of a letter had been received from Sevenoaks Town Council to Shoreham Parish Council re proposed changes in rail services. It was resolved that Cllr. Whitehead draft a letter in support of the view of Shoreham Parish council.
7.A.2 McDonalds have arranged another Litter Pick around the village on Wednesday 27th July starting at 8.30am covering Sevenoaks Road, Ceretery and Old Otford Road areas. Assistant Clerk, Community Warden Paul Robertson and Simon Still would be attending. All Councillors welcome to take part.
7.A.3 OPC were still in dispute with PHS regarding the hand dryers in the office toilets. Graham Grove from the SDC Legal Department was in contact with PHS on our behalf. Cllr Edwards-Winser gave a current update. The Assistant Clerk reported that this morning a workman had arrived to remove the dryers, but had been politely turned away.

7.B. Finance and General Purposes
7.B.1 Orders for payment were approved.
7.B.2 The report of the committee meeting held on 4th July had been received and was accepted
7.B.3 The Parish Website had been upgraded to enable all committee agendas and minutes to be displayed. Photos of all Parish Councillors had been requested for display on the site. It was resolved that the Chairman would take the pictures and that each councillor prepares a profile to go in issues of the newsletter.

7.B.4 Quotations from Down to Earth and Bartletts had been received for the work on the Pond Willow Trees. It was recommended by the F&GP committee that the quote from Down to Earth be accepted. It was resolved that the quote from Down to earth be accepted.

7.B.5 It was proposed that OPC approve the requested 2% increase for MDH charges. It was resolved that the increase be accepted.

7.B.6 PCSO Jane Wright had requested to set up a Community Safety Day on the recreation ground or car park in the summer with police dogs, safety bus, fire brigade, safer plates etc and suggested that OPC could add dog fouling and litter to the displays. It was resolved that permission be granted to PCSO Jane Wright.

7.B.7 There was no report from the Heritage Centre Management Committee.


7.B.9 Parish Plan – As there were to be no more Parish Plan meetings, It was resolved that this be removed as an Agenda item.

7.B.10 A quote had been received from JV Geer & Sons Ltd re School House radiators and was noted.

7.B.11 A request had been received to approve a stand of trees in Palace Park Wood. As the land is leased by the Woodland Trust it is for them to approve. The Clerk will write to the applicants to advise them.

7.B.12 A quote from Conway re car park surfacing had been received and was noted.

7.B.13 A letter had been received from South East water re customer metering programme and was noted.

7.C Planning

7.C.1 The report of the committee meetings held on 22nd June and 6th July had been received and was accepted.

7.C.2 A member of the public gave full details concerning the types of materials used at Kent House and was supported by Cllr. R Knight who read out a supporting statement.

7.D Environment

7.D.1 The report of the committee meeting held on 16.6.11 had been received and was accepted.

7.D.2 Regarding Oxenhill Woods, a meeting would be held, probably at the end of July, with SDC and OPC representatives and members of Kemsing Recreation Committee to discuss fully the conditions necessary for the removal of cut timber.

7.D.3 Information had been received from Kent Countryside Management Partnerships and was noted.

7.D.4 A letter had been received from Fields in Trust re Queen Elizabeth II Fields Challenge and was noted.

7.D.5 A copy of Newsflow Magazine Summer 2011 from Drips had been received and was noted.
7.E. **Highways**
7.E.1 The committee had not met in the last month. Its next meeting would be on 25th August at 9.15am.
7.E.2 Letters had been received from SDC re Parking restriction proposals Tudor Drive and Crescent, Bubblestone Road, The Old Walk and The Butts and were noted.
7.E.3 A letter had been received from Mr E Collins re overhanging hedges and a reply sent.
7.E.4 A letter had been received from the Otford Parish Plan Highways Group re Otford Gateways and was noted.
7.E.5 A copy of a letter sent to SDC had been received re Parking Proposals in Bubblestone Road and was noted.

7.F. **Recreation**
7.F.1 The committee had not met in the last month. Its next meeting would be on 18th July at 8.00pm.
7.F.2 Mr Stuart Cunningham from Otford Youth Football Club addressed the council on a proposal to take over sole use of Hale Lane Pavilion and possible use of The Chalk Pit. The Council thanked Mr Cunningham and would discuss the matter once the public had left the meeting.
7.F.3 A letter had been sent to Acorn Garden Maintenance re termination of the contract for mowing in the recreation ground.
7.F.4 A name tag would be made for B Thomas for use when in Children's Play area and information concerning costs re CRB checks would be sought.
7.F.5 Otford United Football Club had requested to put up removable fencing on the touchline to protect the linesman. It would be a league requirement if they get promoted. More investigation would take place.

8. **KALC/ACRK**
8.1 Notice of KALC Councillors Conference 2011 to be held 23.7.11 had been received and parish councillors had been informed.

9. **Date of next meeting**
9.1 The date of next meeting was noted as 8.8.11 at 7.30pm.

There being no other business the meeting was closed at 21.45 and the Council went into Committee.

Signed…………………………………………Chairman

Dated…………………………………………