Report of Services Committee Meeting held 30.1.12

1. Present: Cllr Mrs J Lawrey (Chairman), Cllr R Knight, Cllr H Leicester, Cllr J Verrall,

2. Apologies: Cllr Mrs Ward

3. In attendance: Clerk, Assistant Clerk,

   Electrical work completed to linked smoke alarm system and awaiting 5 yr electrical test certificate and quote for any outstanding work (ongoing)
   Management File/ Fire Risk Assessment records – Assistant Clerk (ongoing).
   Fire extinguishers and smoke alarms (ongoing).

4. Emergency Manual Now updated – to be circulated to members

5. Dog Fouling A poster would be put up on entrance the Recreation Ground to highlight dog owners responsibilities and look at costs re dog bag dispenser at gate.

6. Litter Litter problem – Area of railtrack land at Station by footpath needs clearing again

7. Graffiti None reported

8. Bus shelter The Bus Shelter opposite Rye Lane had been rebuilt by Mr Catt and a noticeboard had been placed inside the shelter.

9. Notice Boards Norman would now be refurbishing the boards during the Spring at the Parade Bubblestone Road and School House. The refurbishment of the interpretive boards by the Palace is being looked at as part of the Parish Plan. Hoped to be in place by the Spring.
   Notice Board provided by Talk Talk had been put up on the Hale Lane Pavilion.

10. Kent Highways land o/s Kent House The Otford Society were looking into putting attractive paving celebrating the Diamond Jubilee on the Kent Highways land outside Kent House. The Committee supported the plan and would await further details with a plan

10. Solar System The planets would need a clean up and enquiries would be made as to what material should be used. The solar system display which had become very untidy had been taken down in the lobby whilst refurbishment is taking place and a discussion will need to be made as how to redisplay.

11. Jubilee Events Discussions took place concerning ideas submitted and events already in place including the purchase of a beacon, solar system planets walk for children with embroidered badges, chocolate and certificates for prizes, Civic Service and Big Tea. The Sackville Choir would be performing in the Church and there would be an outdoor production organised by The Crown and Brandywine Music. The Community Choir had also started to rehearse under the leadership of Tony Wiltshire. The Historical Society planned to hold an exhibition in the Hall on the Saturday and Sunday. OPC would encourage people to plant out...
red, white and blue bedding plants and suggestions of what plants residents could use would be put in the newsletter. Also encourage bunting and flags.

12. Twinning

JL reported that the Twinning Charter was to be signed in Otford on Saturday 31st March and the first meeting of the Otford - Neufchatel - Hardelot Twinning Association will take place on Saturday 10th March between 10am and 12 noon in the Club Room of the Otford Village Memorial Hall. This will be an opportunity to see some of the images that have been captured over the last three years and to revive memories of the visits to Neufchatel-Hardelot and to Otford that have been enjoyed so far and to share plans for the signing of the Charter

13. AOB

Nil

Date of Next Meeting – Monday 26th March 2012 at 10am