Report of Services Committee Meeting held 4.2.14.

1. Present.
Mrs J Lawrey (Chairman), J Verrall, Mrs Ward.

2. In attendance.
Assistant Clerk, Brian Thomas (FCS).

3. Apologies.
H Leicester.

4. Approval of minutes of last meeting.
Minutes were approved with no amendments.

5. School House.
Hand rails had been painted and SS confirmed that emergency lighting checks were carried out and logged. The OPC key log had been completed by SS. Quotes for new guttering and removal of chimney had been checked by J Verrall. The committee recommended acceptance of quote by D Boullind for replacement guttering and Oaklands for the removal of the chimney subject to planning permission being obtained. J Verrall will supervise. The chimney work will take place in the Easter Holidays. Norman Catt will be asked to remove hedge and shrubs in front garden. Paving slabs to be obtained to extend area and dropped kerb to be further investigated.

Awaiting neighbourhood Watch co-ordinators to contact SS. Manual will be circulated by end of February. Noted that in an national emergency (like flooding) SDC should be the first contact if sandbags or help is needed and they will then contact OPC to assist if necessary.

7. Dog Fouling.
No complaints had been received.

8. Litter.
Railtrack will be contacted again concerning rubbish by footpath. New bin had been fitted in Cemetery car park donated by McDonalds. A new bench had also been fitted in the Cemetery donated by a resident in memory of her husband.
A joint OPC litter pick up with McDonalds will take place on Wednesday 26th March at 9.30am meeting at McDonalds.

Graffiti on fence by footpath near station still to be cleared by SS and Paul Robertson - ongoing

Norman Catt to price specification provided by J Verrall and to complete as soon as possible.

J Edwards-Winser, Mrs Ward and Cliff Ward will mow orbits when weather improves.

12. Defibrillators.
The committee recommended purchase of 3 iPAD defibrillators and unlocked cabinets from WEL Medical. OPC to Vote
The siting and heating of the defibrillators to be further investigated. Mrs Lawrey had approached Dentist and they were willing to have one outside.

13. Village Hall Clock.
The clock is now up and working. The committee thanked all concerned. The clock times can be changed internally when required.

Next events include a trip to Hever Castle in May, a car sharing trip to WW1 battlefield sites in June, a coach trip for children and adults to Hardelot in July and a trip from Hardelot in September. The next Social will take place in the Woodman PH on Monday 24th March.

15. Newsletters.
After discussion it was decided that format will stay the same and try to limit it to 8 pages per month. Less than 15 are sent out of the village and newsletters that are now posted are in roads that are too dangerous for volunteers to deliver in.

Mrs Lawrey had completed risk assessment for Hale Lane and will use the same format for the Recreation Ground. Brian Thomas is working on the Cemetery assessment and J Verrall will complete one for the Public Toilets.

17. War Memorial and commemorative events
The War Memorial had been cleaned of moss and lichen and treated by Brian Thomas (FCS). The memorial has to be inspected once a year for any damage to stone work and possible requirement for re-pointing.
There would be four performances of Otford Remembered - 1914 involving the Otford Players and the Community Choir in the Methodist Church on 10th, 11th, 16th and 17th May.

After discussion with B Thomas, J Verrall will update cemetery regulations concerning the use of approved stonemasons. They will then be re-circulated to funeral directors and sent out when enquiries from bereaved families occur. Updated signs will be placed on the Cemetery noticeboard.

19. Mobile Police Contact Points dates.
Wednesday 12th February
Wednesday 26th February
Wednesday 12th March
Wednesday 26th March

All 12 noon to 1pm in Otford Car Park.

20. Correspondence.
Noted South Eastern train offer of 4 adults travelling together pay £7.50 off peak. The Pizza Van in Bubblestone Road, enquiries ongoing as to whether he has a trading licence. Severe weather and flooding updates noted from SDC.

21. Other Matters
J Verrall is investigating the feasibility and costings of a total public toilet refurbishment and will report back to the committee.

22. Dates of 2014 Meetings.
24th March 2014.
27th May 2014.
7th July 2014.
1st September 2014.
17th November 2014.