Report of Services Committee Meeting held 26.3.12

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

2. In attendance: Clerk, Assistant Clerk,

3. School House
   - Quotes for Asbestos Work – JV awaiting second quote (ongoing).
   - Electrical work completed outside socket still to be installed
   - Management File/ Fire Risk Assessment records – Assistant Clerk (ongoing)
   - Fire extinguishers and smoke alarms (completed)
   - Decoration of office is all but completed by councillors, front part of office to be finished and then lobby area.
   - Back door must be opened every day.

   - JV and EW went to KALC meeting – OPC is well in advance of other parish councils – to review progress in the Autumn (ongoing).

5. Dog Fouling
   - A Dog Poo Flag Day will take place on the Recreation Ground between 12th to 14th June

6. Litter
   - Litter problem – McDonalds had been spoken to and may pay Simon to pick up in the Cemetery Car Park and Sevenoaks Road. Will put item in newsletter for Jubilee week ‘If you see litter please pick it up’

7. Graffiti
   - Graffiti reported on fence by Hopfield Close – Assistant Clerk and Community Warden to deal with.

8. Bus stop
   - Bus timetables need to be put on bus stops in High Street and Pilgrims Way West. Need to let residents know about train changes and road closes during Olympics and Paralympics.

9. Notice Boards
   - Norman would now be refurbishing the boards during the Summer 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.

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 (Carol Griffiths - ongoing)

11. Solar System
    - The planets had been cleaned and JV and RK would now paint them. Tremaine Clinton would help to update the display in the Heritage Centre.

11. Defibrillator
    - The Committee supported the housing of a defibrillator outside School House, may look at courses to train up persons in the village. Stan the first responder will be contacted as to the next step.
11. Jubilee Events

The beacon had been ordered and would need to be cordoned off when its location has been chosen.

Saturday morning – 10am start – planet walk for children. Councillors and clerks would man the start and finish point and planets. Children would hopefully be accompanied by their parents / carers and if arrive on their own taking part would be at their own risk.

Saturday evening – The Sackville Singers are performing a ‘Proms’ type event in St Bartholomew’s Church

Sunday - Civic Service (Diamond Jubilee Thanksgiving Service) in St Bartholomew’s Church

Big Tea – on Village Green co-ordinated by St Bartholomew’s Church

Sunday evening – ‘The Millers Tale’ by Brandywine and The Crown PH on the Recreation Ground - 6pm – 8.30pm + beer tent

Monday morning & afternoon - Village Fete with Olympic Theme

Monday evening – Beacon Lighting with Community Choir and beer tent

Tuesday – Street Parties

12. Twinning

JL reported that the Twinning Charter was to be signed in Otford on Saturday 31st March and approx 65 people for Hardelot would be attending. They were coming in a series of people carriers and were with kind permission parking at the Doctors Surgery car park. The Twinning Committee were organising the day and The Cheswicks were doing the catering. There would be a buffet lunch and tea and cake in the afternoon. The community Choir would also be performing.

13. AOB

JV would be looking at the feasibility and costings of obtaining a Mobile Learning Loop for use in the office, the committee room and possibly the village hall at a Parish Council Meeting.

Date of Next Meeting – Monday 28th May 2012 at 10am