

Minutes of the 5th meeting of 2012 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 14th May 2012 at 7.30pm

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

In attendance: Clerk, three members of the public and one member of the press.

**PUBLIC FORUM** – A member of the public expressed concern that Sevenoaks Town Council would, in the future, still try to expand its boundaries to encompass the Vestry Estate.

**1. APOLOGIES FOR ABSENCE**

1.1 Cllrs. Verrall and Whitehead and Cllrs. Mrs Evans and Mrs Howe

**2. TO ELECT A CHAIRMAN FOR THE FORTHCOMING YEAR**

2.1 Cllr.Leicester nominated Cllr. Edwards-Winser who was seconded by Cllr. Mrs Ward. Cllrs Edwards-Winser was unanimously elected as Chairman.

**3. TO RECEIVE THE CHAIRMAN’S DECLARATION OF OFFICE**

3.1 The Chairman’s declaration of office was received.

**4. TO ELECT A VICE CHAIRMAN FOR THE FOLLOWING YEAR**

4.1 Cllr. Knight nominated Cllr. Mrs Lawrey who was seconded by Cllr. Mrs Ward. Cllr. Mrs Lawrey was unanimously elected as Vice Chairman.

**5. DECLARATIONS OF INTEREST** – None

**6. TO APPOINT COMMITTEES AND OVERSEERS FOR THE FORTHCOMING YEAR**

6.1 It was resolved that the committee membership would remain as at the end of the previous year. As Cllr.Whitehead had become chairman of the Highways Committee a new chairman would be needed for the Planning Committee as soon as possible. Cllr. Edwards-Winser is standing in on a temporary basis.

**7. MINUTES**

7.1 The minutes of the meeting held on 16th April were approved subject to amendment of the date of the next meeting.

**8. MATTERS ARISING**

8.1 Actions from previous meetings:  
**12.2 - Continuing - The committee recommended, and it was resolved**

- that, subject to checking the original planning permission, the rules for part of the cemetery be changed so that graves could be embellished. Detailed rules should be drawn up and the fees for this section will be higher to reflect the fact that the mowing will be more time consuming. The Clerk will liaise with Mr Thomas re the rules. The Clerk has checked the planning permission. 12.2 Clerk
- 2.2 – Continuing** - Cllr. Knight explained that he had been approached by the Otford Society on the matter of the untidy area next to the telephone box at the pond and would contact them. 2.2 RK
- 2.4 – Continuing** - The excessive litter in the cemetery car park from users of McDonalds was noted. Cllr. Mrs Marsh will contact McDonalds and ask them to clear it regularly. 2.4 CM
- 3.7 – Continuing** - The minutes of the F&GP committee meeting of 5<sup>th</sup> March were received. Cllr. Cracknell suggested that note 6.1 of the minutes be amended so that they did not indicate that the toilets in the local pubs were available when the public toilets are closed in the evenings. Notices detailing opening times will be put on the doors of the public toilets. Summer evening opening times will be extended to 7pm. The clocks have now been reset. The tea rooms will not be open at 7pm. Extended opening times for the Jubilee celebrations were agreed. 3.7 J-EW
- 4.1 – Completed** - The Chairman reported that £500 had been received for a Jubilee planter from Tarmac. Cllr. Edwards-Winsor suggested that SDC be asked to donate compost from its waste site. The Clerk will email Cllr. Edwards-Winsor. It has now been confirmed that compost will be donated from another source. Residents are to be requested, via the newsletter, to pick up litter in front of their properties.
- 4.3 – Continuing** - It was recommended and resolved that the Council enter the Kent Men of Trees competition. 4.3 Clerk
- 4.4 – Continuing** - The Chairman reported that there was to be a dog fouling flag event between 12<sup>th</sup> and 14<sup>th</sup> June 2012 on the recreation ground and reported on the activities for the Diamond Jubilee. The signing of the Twinning Charter had gone well and thanks were conveyed to all who took part. Cllr. Verrall will investigate a mobile hearing loop which could be used in the Parish office and at meetings. 4.4 JV

## **9. CLERK'S REPORT**

- 9.1 Issue No 782 of Direct Information Service had been received from NALC
- 9.2 Various agendas, reports and press releases had been received from SDC and KCC. Details are with the Clerk.
- 9.3 Various advertising brochures had been received. These were available from the Clerk
- Glasdon – Outdoor Furniture
  - Branson Leisure – Outdoor Furniture
  - Mark Harrod – Sports Equipment
  - Sun Path – Solar Power
  - Bartlett Tree Experts
- 9.4 Notice had been received of the AGM of the Kent Federation of Amenity Societies.

- 9.5 News digest dated 23/4/2012 had been received from Rural Services Network
- 9.6 A notice had been received re Water Temporary Bans.

### **10. OVERSEERS' REPORTS**

- 10.1 Cllr. Mrs. Lawrey reported a pothole in front of 17 Tudor Drive. The Clerk will report this to Kent Highways 5.1 Clerk
- 10.2 A member of the public reported 9 signs on the central carriage way of the Sevenoaks Road. It was also noted that there is now a sign on the verge near One Stop. The Clerk will contact SDC. 5.2 Clerk
- 10.3 Cllr. Ward noted that the bin outside One Stop was always overflowing. The Clerk will email Cllr. Edwards-Winser to request that he contacts Richard Wilson at SDC. 5.3 Clerk
- 10.4 It was noted that McDonalds were carrying out their litter picking in the cemetery and High Street very successfully. The Clerk was asked to write and convey thanks for this. 5.4 Clerk

### **11. REPORTS FROM COMMITTEES**

#### **11.A. Planning**

- 11.A.1 The reports of the committee meetings held on 18<sup>th</sup> April, 25<sup>th</sup> April and 2<sup>nd</sup> May 2012 were received.
- 11.A.2 The acting chairman of the Committee had nothing further to report.
- 11.A.3 There were no recommendations.
- 11.A.4 A letter had been received from KCC re conditions 31 to planning permission at Sevenoaks Quarry.
- 11.A.5 A letter had been received from Fort Halstead re consultation on the future of the site. A number of Councillors would attend the consultation. Cllr. Edwards-Winser expressed concern about the impact on the school and infrastructure and Cllr. Leicester emphasised the cumulative impact following the completion of the Dunton Green coldstore development (Ryewood Meadows).

#### **11.B. Environment**

- 11.B.1 The report of the Committee meeting held on 8<sup>th</sup> May 2012 was received.
- 11.B.2 The Chairman reported that the scouts would be contacted re the graffiti and litter around the scout hut. On the dog poo flag day dog poo bags would be handed out at the gate to the recreation ground. Cllr Leicester expressed concern that the dog warden rarely came to the village. The fete committee would be approached for a donation towards Jubilee Planters and Otford and District Historical Society had made a donation for planters. A member of the public suggested that the Otford Society be approached for donations and Cllr. Mrs Ward will do so. Freeland Soil had offered to provide the earth for the planters. One of the willow trees on the pond was to be inspected for disease. The open afternoon at Oxenhill Woods would be on 26<sup>th</sup> May 2-4pm. 5.5 Clerk
- 11.B.3 There were no recommendations
- 11.B.4 A copy of the Orchid Spring/Summer 2012 magazine had been received for Kent AONB. 5.6 EW

- 11.B.5 An email had been received from SDC re land management courses from Kent Wildlife Trust.
- 11.B.6 A letter had been received from ODHS re Otford Palace.
- 11.B.7 FCS had provided a spring 2012 tree report.
- 11.B.8 A copy of Wild Kent Magazine Spring 2012 had been received from Kent Wildlife Trust.
- 11.B.9 Minutes of the Sevenoaks Quarry Liaison Committee meeting held on 17<sup>th</sup> April 2012 had been received.
- 11.B.10 An email had been received form SDC re the Big Tree Plant – Trees to Treasure.
- 11.B.11 A copy of Fieldwork Spring 2012 had been received from CPRE.
- 11.B.12 A copy of April 2012 grounds report had been received from FCS.

**11.C Highways**

- 11.C.1 The Committee had not met since the last Council meeting.
- 11.C.2 There were no recommendations.
- 11.C.3 A letter had been received from SDC re new parking restrictions in The Old Walk, The Butts and Bubblestone Road.
- 11.C.4 An email had been received from SDC re the hosepipe ban restrictions for 2012.
- 11.C.5 A letter had been received from KCC re the Members Grant Scheme for the Hale Lane Play Area.(Recreation)
- 11.C.6 A copy of a letter from a resident re bus driving without due care had been received.
- 11.C.7 An email re parking at the Parade had been received from a resident.
- 11.C.8 An email had been received from a resident re lack of street lighting. Cllr. Edwards had ascertained the current position from KCC and this would be sent to the resident.
- 11.C.9 A notice of the closure of Pilgrims Way East for 5 days from 2 July had been received.

5.7 Clerk

**11.D. Recreation**

- 11.D.1 The committee had not met since the last council meeting. The next meeting was on 28<sup>th</sup> May.
- 11.D.2 The Chairman reported that the Petanque Club wished to pave the area under the picnic bench and were requesting funding of one third of the cost. Cllr. Edwards-Winsler pointed out that planning permission may be required as the recreation ground is in MGB. The OAA requested that the council funded half the cost of a skip. It was pointed out that they could make use of the skip which is hired for the cemetery. A request had been received to use the chalk pit for under 7s football matches and this would be considered at the next meeting.
- 11.D.3 There were no recommendations.
- 11.D.4 A notice had been received of the KCPFA AGM held on 25<sup>th</sup> April.
- 11.D.5 A report had been received from Sevenoaks Youth Advisory Group re work undertaken Jan-March 2012.
- 11.D.6 A copy of the minutes of the Sevenoaks Youth Advisory Group meeting on 26<sup>th</sup> April had been received.
- 11.D.7 A copy of the minutes of the AGM of the Otford Sports Association on 25<sup>th</sup> April had been received.
- 11.D.8 A notice of an evening conference on Youth services held by Kent Youth had been received.

**11.E. Services**

- 11.E.1 The committee had not met since the last council meeting.
- 11.E.2 The Chairman reported that plans were progressing for the parish Jubilee events including risk assessments.
- 11.E.3 There were no recommendations.
- 11.E.4 A copy of the April/May newsletter had been received from Southeastern Trains.
- 11.E.5 A letter had been received from KCC re consultation on the Commissioning Plan for Education Provision 2012-17.
- 11.E.6 An email had been received from SDC re a new environmental health partnership.
- 11.E.7 A letter had been received from Kent Police Authority re consultation on the New Kent Policing Model.

**11.F. Finance & General Purposes**

- 11.F.1 The reports of the committee meeting held on 30<sup>th</sup> April 2012 was received
- 11.F.2 The Chairman had nothing further. Cllr. Cracknell queries why there had been no support from SDC for the Hale Lane recreation ground becoming a QEII playing field. He will look further into the requirements.
- 11.F.3 It was recommended and resolved that OPC change its insurance brokers to Came and Co with the insurance being provided by Aviva.
- 11.F.4 Orders for payment had been circulated and were approved.
- 11.F.5 The Heritage Centre Management Committee did not submit a report as it had not met.
- 11.F.6 A copy of the OSA 2011/2012 accounts had been received.
- 11.F.7 A letter had been received re a memorial in the cemetery.
- 11.F.8 A copy of risk assessments for the Diamond Jubilee Beacon and solar system walks were received.
- 11.F.9 A copy of an email from Griffin Freight re damage to the pond was received.
- 11.F.10 A copy of an email from Kent Downs AONB re Village SOS – Big Lottery Fund was received.

5.8 DC

**KALC/ACRK**

A copy of KALC Parish News May 2012 had been received.  
 An email from KALC re Learning and Development Courses 2012 had been received.  
 An email from KALC re Draft Kent Freight Action Plan and Housing Strategy had been received.  
 An email had been received from KALC re Members conduct and registration and disclosure of interests – amended April 2012 had been received.

**8 DATE OF NEXT MEETING**

The date of the next meeting was noted as 11th June 2012 at 7.30pm  
 There being no other business the meeting was closed at 9.50pm

Signed.....Chairman

Dated.....

