

Minutes of the 6th meeting of 2012 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 11th June 2012 at 7.30pm

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

In attendance: Clerk and three members of the public.

PUBLIC FORUM – There was no input from the public.

The Chairman announced the death of Eric Dilley, a former councillor who had served on the Council for 15 years. Cllr. Cracknell paid tribute to Mr Dilley's work on the planning committee and his architectural services in respect of School House, the cemetery, Hale Lane Pavilion, the play area and the Eric Dilley Pavilion. He was a quiet and thorough man and the council were extremely grateful for his contribution.

Cllr. Mrs Ward announced the untimely death of Monty Parkin, the well known local artist, author and historian.

1. APOLOGIES FOR ABSENCE

1.1 None

2. DECLARATIONS OF INTEREST – None

3. MINUTES

3.1 The minutes of the meeting held on 14th May were approved subject to amendments at 7.C.5, 7.D.2 and numbering adjustments.

4. MATTERS ARISING

4.1 Actions from previous meetings:

12.2 - Completed - 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.

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 cemetery. 2.2 RK

to the telephone box at the pond and would contact them.

2.4 – Completed - The excessive litter in the cemetery car park from users of McDonalds was noted. Cllr. Mrs Marsh will contact MacDonalds and ask them to clear it regularly.

3.7 – Completed - The minutes of the F&GP committee meeting of 5th 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.

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 12th and 14th 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

5.1 – Completed - Cllr. Mrs. Lawrey reported a pothole in front of 17 Tudor Drive. The Clerk has reported this to Kent Highways

5.2 – Completed - 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 has contacted SDC.

5.3 – Completed - Cllr. Ward noted that the bin outside One Stop was always overflowing. The Clerk has emailed Cllr. Edwards-Winser to request that he contacts Richard Wilson at SDC.

5.4 – Continuing - 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

5.5 – Completed - The scouts had been contacted re the graffiti and litter around the scout hut.

5.6 EW

5.6 – Continuing - A member of the public suggested that the Oftord Society be approached for donations and Cllr. Mrs Ward will do so.

5.7 – Completed - An email had been received from a resident re lack of street lighting. Cllr. Edwards had ascertained the current position from KCC and this was emailed to the resident.

5.8 – Continuing - Cllr. Cracknell queried 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.

5.8 DC

5. CLERK'S REPORT

- 5.1 Hard copied of SDC's key planning documents had been received.

6. OVERSEERS' REPORTS

- 6.1 Most of the village footpaths were overgrown. The Clerk had already reported this to KCC. An issue was raised re responsibility for clearance.

7. REPORTS FROM COMMITTEES

- 7.A. Finance and General Purposes**
- 7.A.1 The report of the committee meeting held on 29th May 2012 were received.
- 7.A.2 The chairman will write to the internal auditor to thank him for the work which he carries out on behalf of the council. Cllr. Cracknell explained that OPC had been offered one week of free input from 'Locality' a Government backed charity which offers advice on the transfer of publicly owned assets. They will advise on the feasibility of the transfer of the old school block and will meet with all parties. Cllr. Cracknell will coordinate the next steps.
- 7.A.3 The committee recommended that the Accounting Statements of Otford Parish Council for the year to 31st March 2012 be approved by the Council and the Council resolved that they be approved.
- 7.A.4 The committee recommended that the Annual Governance Statement of Otford Parish Council for the year to 31st March 2012 be approved by the Council and the Council resolved that it be approved.
- 7.A.5 It was resolved that the agenda item re the Clerk's salary be moved to the end of the agenda and that the public be excluded under Public Bodies (Admissions to Meetings) Act 1960 s1 (1) and (2).
- 7.A.6 Orders for payment were approved.
- 7.A.7 The Heritage Centre Management Committee had not met and there was therefore no report from them.
- 7.A.8 A letter had been received from Connexion Partnership Solicitors re the insurance claim for the Rye Lane Bus Stop. The clerk reported that it was likely that the Council would receive a repayment of the excess.
- 7.A.9 A quote had been received form R. Robinson re additional tree works in Palace Field.
- 7.A.10 A letter had been received from LGPS re Auto Enrolment workshops.
- 7.B. Planning**
- 7.B.1 The reports of the Committee meetings held on 16th and 30th May 2012 were received.
- 7.B.2 The chairman of the committee explained the basis on which three applications had been refused. Cllr. Edwards-Winser reported that, as a District Councillor, he had received details of the neighbourhood planning forum and the community infrastructure levy.
- 7.B.3 The committee recommended that the Parish Plan be adopted by SDC as supplementary planning guidance and the Council resolved that the Clerk write to SDC requesting that this be the case. 6.1 Clerk
- 7.B.4 The committee recommended and the Council resolved that Otford Parish Council should write to Ian Bigwood at SDC informing him that it wished to maintain the status quo as regards its boundaries with Sevenoaks Town Council. The Clerk will write accordingly. 6.2 Clerk
- 7.B.5 An email had been received from KCC re the Minerals and Waste Local Plan.
- 7.C Environment**
- 7.C.1 The Committee had not met since the last Council meeting. The event which the committee had organised at Oxenhill Woods had been

supported by Kent Wildlife. The committee will contact the local schools to ascertain if they would interested in a similar event. The Brownies have expressed an interest.

- 7.C.2 There were no recommendations.
7.C.3 A notice had been received from KCC of a Town and Village Green Roadshow to be held on 13th July 2012.
7.C.4 An email had been received from a resident re a new tree on Palace Field to replace the diseased cherry tree. Mr Thomas will contact English Heritage to ascertain if they have any objection.

7.D. Highways

- 7.D.1 The report of the Highways committee meeting on 7th June was received.
7.D.2 The Chairman reported that there would be a public meeting re the management of the car park on 29th June 2012 at 7.30pm in the Club Room of Otford Village Memorial Hall.
7.D.3 The committee recommended that a charging system be recommended at the public meeting and this was resolved by the Council.
7.D.4 A copy of the minutes from the Otford Parish Plan Gateways Action Group meeting on 11th May was received.
7.D.5 A notice had been received from SDC re changes to parking restrictions in Sevenoaks Road
7.D.6 An email had been received from a resident re Otford Parking restrictions.

7.E. Recreation

- 7.E.1 The report of the Recreation Committee meeting on 28th May 2012 was received.
7.E.2 The Chairman reported that two junior football clubs wished to use the Chalkpit. He was waiting for further details from one of them.
7.E.3 The committee recommended and it was resolved that the OAA improve the parking area at the allotments subject to agreement of design, contractors and costs.
7.E.4 The committee recommended and it was resolved that the council would not fund half the cost of the skip requested by the OAA.
7.E.5 A copy of the OAA newsletter summer 2012 had been received.
7.E.6 An email had been received from Play Place re Kent Integrated Youth Services
7.E.7 An email had been received from Dunton Green Children's Centre re summer activities.
7.E.8 A drawing re OAA proposed car park works had been received.

7.F. Services

- 7.F.1 The report of the Services committee meeting held on 28th May 2012 was received
7.F.2 The Chairman reported that there were to be twinning trips to Neufchatel-Hardelot on 8/9th June and 6th October and the French would be visiting on 15/16th September. A DVD of the Twinning events in March was now available. The Chairman thanked Councillors, staff and volunteers for their help with the jubilee events which had gone well despite the weather. The dog poo flag days would start on 12th June.

- 7.F.3 There were no recommendations.
- 7.F.4 An email had been received from South Eastern trains re additional train services over the Jubilee and the Stakeholder forum to be held on 25th June.
- 7.F.5 Information re hearing loops had been received from Contacta Sytems Ltd
- 7.F.6 A May 2012 newsletter had been received from Voluntary Action within Kent.

KALC/ACRK

An email from KALC re Learning and Development Courses had been received.

An email from NALC re Policy Consultation Council Tax Band D calculation had been received.

An email had been received from KALC re VAT on listed buildings

- 7.A.5 (cont) After discussion it was agreed that the Clerk's salary be increased to Scale 32.

8**DATE OF NEXT MEETING**

The date of the next meeting was noted as 9th July 2012 at 7.30pm
There being no other business the meeting was closed at 10.20 pm

Signed.....Chairman

Dated.....