Minutes of the 7th meeting of 2012 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 9th July 2012 at 7.30pm

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

In attendance: Clerk and one member of the public.

PUBLIC FORUM – There was no input from the public.

1. APOLOGIES FOR ABSENCE

1.1 Cllr. Mrs Howe and Cllr. Mrs Ward

2. DECLARATIONS OF INTEREST – Cllr. Mrs Evans re renewal of the tennis club lease.

3. MINUTES

3.1 The minutes of the meeting held on 11th June were approved, subject to amendment at 6.1, and signed.

4. MATTERS ARISING

4.1 Actions from previous meetings:

2.2 – Continuing - Previously 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. Cllr. Knight had received a proposal from the Otford Society re paving the area. It was agreed that the paving was not attractive in this area and Cllr. Knight will revert to the Otford Society. 2.2 RK

4.3 – Completed - It was recommended and resolved that the Council enter the Kent Men of Trees competition. The Clerk had arranged this.

4.4 – Completed - Cllr. Verrall had investigated a mobile hearing loop which could be used in the Parish office and at meetings. He would liaise with the hall manager re its use in the Otford Village Memorial Hall and will apply for funding from the SDC Big Community Fund.

5.4 – Completed - It had been noted that McDonalds were carrying out their litter picking in the Cemetery and High Street very successfully. The Clerk had written to convey thanks for this.

5.6 – Continuing - A member of the public suggested that the Otford Society be approached for donations towards the jubilee planters and 5.6 EW

Cllr. Mrs Ward will do so.

5.8 – Completed - Cllr. Cracknell had queried why there had been no support from SDC for the Hale Lane recreation ground becoming a QEII playing field. He had looked further into the requirements and considered that the way was clear. This would be further considered via the F&GP committee. 7.1 F&GP

6.1 - Completed - It had been 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. The Clerk had done so and the matter was now subject to public consultation.

6.2 - Completed - It had been 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 has written accordingly.

5. CLERK'S REPORT

5.1 Issue No 785, 786 & 787 of Direct Information Service received from NALC

5.2 Various agendas, reports and press releases had been received from SDC and KCC. Details were with the Clerk.

5.3 Various advertising brochures received. These were available from the Clerk.

5.4 The Otford Society newsletter June 2012 had been received

5.5 The SLCC June 2012 newsletter had been received.

6. OVERSEERS' REPORTS

6.1 Cllr. Mrs Evans reported that the footpath from Kemsing to the Station was overgrown, and produced photographs to show the extent of the problem, and that the drains in Tudor Drive were blocked. The Clerk will contact KCC again re this. 7.2 Clerk

6.2 Cllr. Whitehead had contacted KCC re damage caused by a blocked drain in Station Road.

6.3 Cllr. Cracknell queried if the water leak in Park Lane had been reported. The Clerk explained that Thames Water were testing the water to ascertain its source. It did not appear to be leaking from a mains supply or sewer.

6.4 Cllr. Verrall reported that paving slabs on land belonging to Hillway, Pilgrims Way East, had fallen into the road due to heavy rain.

6.5 The Clerk reported that KCC and SDC had been informed on two occasions of the fly tipping in the footpath to the Charne. The Chairman will contact SDC to ascertain if bollards could be used to prevent traffic ingress. 7.3 JE-W

6.6 As many hedges were overgrown it was agreed that residents should be requested, via the newsletter, to cut them. 7.4 Clerk

6.7 The clerk reported that another lorry had hit the pond but no one had seen the event to enable its details to be taken.

7. REPORTS FROM COMMITTEES

7.A. Services

7.A.1	The committee had not met since the last meeting. A revised date will be agreed for the next meeting due to holidays.	
7.A.2	The chairman reported that the twinning trip to Hardelot on 8th/9th June had gone well. A French contingent will be visiting Otford on 15th/16th September and on 6th October there would be another coach trip to Hardelot. A working party to clear the back garden of the office premises had been organised but this was no longer required as the Heritage Centre committee will be relaying the paving which had been disturbed when the shed was erected. They had also requested that the diseased cherry tree be removed and are obtaining quotes and planning permission for this.	
7.A.3	There were no recommendations.	
7.A.4	A copy of the Stakeholder Newsletter June 2012 had been received from South Eastern trains.	
7.B.	**Finance and General Purposes**	
7.B.1	The report of the Committee meeting held on 2nd July was received.	
7.B.2	The Chairman had nothing further to report. Cllr. Cracknell reported that KCC were reviewing the position re the old school block.	
7.B.3	It was recommended that the Council resolved that it met the criteria for the General Power of Competence. The Council resolved that this was the case.	
7.B.4	It was recommended that a Sevenoaks resident, in special circumstances, be allowed to pay by instalments, for a burial plot in the consecrated cemetery. This was agreed as long as the whole cost was paid by 31st March 2013.	
7.B.5	It was recommended that the SDC model code of conduct be adopted although this would not be finalised until 24th July. After discussion it was agreed that, as the SDC code had not been finalised, the NALC model would be adopted and its replacement by the final SDC code would be considered in due course.	
7.B.6	Orders for payment were approved.	
7.B.7	The Heritage Centre Management Committee had not met and therefore no report was available.	
7.B.8	The LCAS Bulletin Summer 2012 had been received from Zurich.	
7.B.9	A copy of Legal Updates had been received from Knocker and Foskett	
7.B.10	A copy of Unity Trust Bank Newsletter Issue 2 had been received.	
7.B.11	It was agreed that the Clerk should respond to the LGPS Employer Consultation form.	7.5 Clerk
7.B.12	A letter had been received re a cemetery memorial.	
7.C	**Planning**	
7.C.1	The minutes of the Planning Committee meetings on 13th and 27th June were received.	
7.C.2	The Chairman briefly explained the back ground to decisions made. Cllr Leicester queried the mechanism of the community infrastructure levy. Cllr. Edwards-Winser will send links to the documentation.	7.6 JE-W
7.C.3	Councillors put forward suggestions for projects to be included in the SDC Community Infrastructure Levy documentation. It was agreed that all suggestions be sent to Cllr. Whitehead by the date of the next planning committee so that they could be finalised at that meeting.	7.7 All Councillors
7.C.4	The Journal of Local Planning Summer 2012 had been received from	

Navigus.

7.C.5 An agenda for the London Green Belt Council meeting held on 4th July 2012 had been received.

7.C.6 A copy of a letter from a resident to SDC re Hopgarden Farm had been received.

7.C.7 An email re the National Planning Policy Framework had been received form LGBC.

7.C.8 A letter had been received re the Community Planning weekend re Fort Halstead on 13/14th July had been received. Mr Shelton would attend on behalf of the Otford Society and report back.

7.C.9 A letter from Communities and Local Government re protection of Green Belts had been received.

7.C.10 An email had been received from SDC re Planning Consultations

7.D. Environment

7.D.1 The committee had not met since the last meeting. The Chairman of the committee was not in attendance and no report was given.

7.D.2 There were no recommendations.

7.D.3 A copy of the revised management plan for Palace Park Wood had been received from the Woodland Trust.

7.D.4 A copy of the Open Spaces Society newsletter had been received together with the 2011 Annual Report and Accounts.

7.E. Highways

7.E.1 The committee had not met since the last meeting. The car park public meeting had gone well and a number of suggestions were being followed up. Residents would be updated on progress via the newsletter. Cllr. Leicester had written to South East Trains re the level of charges at Otford Station and had received a reply which had been sent to the school governor who had queried the position. Cllr. Leicester was thanked for all the work he had put in on the car park survey. He requested that the car park operators be asked to make projections based on the figures of usage that had been obtained. This will be progressed at the next meeting. It had also been pointed out to Cllr. Leicester that large events at the School, halls and recreation ground happening on the same days were responsible for recent congestion. Cllr. Mrs Evans suggested that if charges were made it would discourage people from visiting the village. Cllr. Mrs Marsh reported that a new charging system had just commenced in Riverhead.

7.E.2 There were no recommendations.

7.E.3 An email had been received from a resident re car parking.

7.E.4 An email had been received from West Kent PROW re footpaths SR 49,51 and 59.

7.E.5 A letter had been received from KCC re Kent Rental Scheme Consultation.

7.E.6 KCC had been in discussion re managing events on the highway. The chairman reported that he had confirmed with KCC that roads could be closed for the remembrance day service at no charge.

7.E.7 Information had been received from an OVMH trustee re car parking.

7.F. Recreation

7.F.1	The committee had not met since the last meeting. The next meeting was on 16th July and there was to be a meeting with OUFC on 19th July.	
7.F.2	There were no recommendations.	
7.F.3	A copy of the Wicksteed Safety Play Area Inspection Report had been received.	
7.F.4	The request of Sevenoaks Amateur Boxing Club to use the Hale lane Recreation ground for a fundraising fun day on Sunday 26th August was considered and agreed to subject to confirming that the necessary insurance and risk assessments were in place.	
7.F.5	An email had been received from SDC re summer holiday activities.	
7.F.6	A letter had been received from SITA Trust re the proposed children's play area at Hale Lane.	
7.F.7	A letter had been received from SDC re pre application advice enquiry re Hale Lane Play Area planning.	
7.F.8	An email had been received re use of the Chalk-Pit for Chipsted Juniors. The request of Chipsted Juniors and Otford United Junior Football Club to use the Chalk-pit on a joint basis was considered. Cllr. Knight will find out more about the proposed arrangements.	7.8 RK
7.F.9	The minutes of the Sevenoaks Youth Advisory Group Meeting on 21st June had been received.	
7.F.10	An email had been received from KCPFA re the Tennis Club lease. It was agreed that this would be considered further at the next meeting of the recreation committee. Cllr. Cracknell asked that the Clerk clarify whether a member of a club had a pecuniary interest in it.	7.9 Clerk
7.F.11	The request from Sainsburys to us the Recreation Ground for a staff fundraising event on Sunday 12th August and the OSA response to the request were considered and agreed to subject to ascertaining that adequate insurance and risk assessments were in place.	7.10 Clerk

KALC/ACRK

An email had been received from KALC re its new website.
An e- bulletin had been received from KALC.
A copy of a Learning and Development Questionnaire – Summer 2012 had been received from KALC.
An email had been received from KALC re the car park meeting
Minutes of the the KALC Sevenoaks Area meeting held on 8th June had been received together with terms of reference.
An email had been received from KALC/Kent Fire and Rescue re workshops.

8 DATE OF NEXT MEETING

The date of the next meeting was noted as 13th August 2012 at 7.30pm
There being no other business the meeting was closed at 9.50 pm

Signed……Chairman

Dated…….