Minutes of the 8th meeting of 2012 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 13th August 2012 at 7.30pm

Present: Cllrs J. Edwards-Winser (Chairman)
D. Cracknell
Mrs. M. Evans
Mrs. J. Howe
R. Knight
H. Leicester
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.

1. APOLOGIES FOR ABSENCE

1.1 Cllr. Mrs Lawrey and Cllr. Mrs Marsh

2. DECLARATIONS OF INTEREST – Cllr. Mrs Evans declared a non pecuniary interest re renewal of the tennis club lease.

3. MINUTES

3.1 The minutes of the meeting held on 9th July were approved, subject to amendment at 7.B.4 and signed.

4. MATTERS ARISING

4.1 Actions from previous meetings:

2.2 – Completed - 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 had reverted to the Otford Society.

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

7.1 – Continuing - 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.

7.2 – Completed - 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 had contacted KCC again re this.

5.6 EW

7.1 F&GP

7.3 – Completed - As many hedges were overgrown it was agreed that
residents should be requested, via the newsletter, to cut them.

7.4 – Completed - The Chairman briefly explained the background to decisions made. Cllr Leicester queried the mechanism of the community infrastructure levy. Cllr. Edwards-Winser had sent links to the documentation.

7.5 – Completed - The request from Sainsbury’s to use 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. Sainsbury’s had not been able to obtain insurance and therefore the event would not take place.

5. CLERK’S REPORT

5.1 Issue No 788, 789 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.

6. OVERSEERS’ REPORTS

6.1 Cllr. Edwards-Winser reported that a hedge on the corner of Telston Lane and Hale Lane. The Clerk will contact KCC again re this.

7. REPORTS FROM COMMITTEES

7.A. Recreation

7.A.1 The minutes of the committee meeting on 16th July 2012 were received.

7.A.2 The chairman had nothing additional to report. Cllr Cracknell reported that there had been a rowdy party of young people in the playground on 11th August. The clerk will inform the PCSO.

7.A.3 Cllr. Mrs Evans reported that the LTA had recommended a rent of £50 per court per year for the proposed 50 year. The tennis club could finance this and were also preparing for the courts to be re-laid in seven years at their own cost. Cllr. Cracknell had ascertained that Valuation Office could provide a rental valuation for the proposed tennis club lease for approximately £500. It was recommended and resolved that a valuation be obtained as the Council had a statutory duty to obtain the best consideration reasonably obtainable.

7.A.4 A letter had been received from SITA Trust re funding for the play area at Hale Lane.

7.A.5 The maintenance of the Recreation Ground was discussed and it recommended and resolved that Mr. Thomas oversee this on behalf of the Council.

7.A.6 It was recommended and resolved that Sutcliffe Play supply and fit the playground equipment at the Hale Lane recreation ground. Cllr. Knight explained that Sutcliffe is an employee owned company, produces its equipment in the UK, the plans were imaginative and the staff helpful. Cllr. Cracknell will review the draft 99 year lease for the recreation ground from SDC by the end of the week so that any issues
7.A.7 A copy of the August newsletter had been received from the Kent County Playing Filed Association.

7.B. Services
7.B.1 The minutes of the Services Committee meeting held on 9\textsuperscript{th} August were received.
7.B.2 In the absence of the committee chairman Cllr. Leicester reported that there was to be a meeting with representatives of Kent Library Services on 21\textsuperscript{st} August at 2pm at School House. Cllr. Verrall will apply for a Big Community Fund grant for hearing loops at School house. Cllr. Mrs Evans, as the representative of the Council on the board of trustees of Otford Village memorial Hall, will investigate the possibility of hearing loops for the Club Room at the next committee meeting.
7.B.3 There were no recommendations.
7.B.4 A copy of the summer 2012 newsletter had been received from Hospice in the Weald.
7.B.5 A copy of Policing Matters July 2012 had been received from Kent Police Authority.
7.B.6 Emails of Stakeholder Updates had been received from South-Eastern Trains.
7.B.7 A copy of Newsletter Issue 9 had been received from Sevenoaks District Seniors Action Forum had been received.

7.C Finance and General Purposes Committee
7.C.1 The minutes of the F&GP Committee meetings on 6\textsuperscript{th} August were received.
7.C.2 The Chairman had nothing further to report.
7.C.3 It was recommended and resolved that the SITA grant funding for the Hale Lane recreation ground playground be approved.
7.C.4 A request for funding for a ride on mower had been received from the football clubs. The committee recommended that the Council did not assist with this as such a mower would not be fit for purpose. Cllr. Knight requested that the recreation committee obtain further details on costings, operation and maintenance before a decision was made and it was resolved that this should be so.
7.C.5 The committee recommended and it was resolved that the Council adopt the Code of Conduct adopted by Sevenoaks District Council after the last meeting of OPC, in place of the NALC standard which had been adopted at the previous meeting of OPC. It was noted that Standing Orders and Financial Regulations would now need to be reviewed to ascertain the extent of updating required.
7.C.6 The committee recommended and it was agreed that the Clerk be the Dispensation Receipts officer under the Code of Conduct.
7.C.7 The committee recommended and it was resolved that the Clerk investigate the community right to bid under the Localism Act 2011.
7.C.8 Orders for payment were approved.
7.C.9 A copy of the draft Local Audit Bill had been received from the Local; Government Association.
7.C.10 A copy of Improvement Bulletin July 2012 had been received from the Local Government Association.
7.C.11 A letter had been received the Association of Burial Authorities re new
arrangement of services.

7.C.12 A copy of Openness and Transparency on personal interests had been received from SDC.

7.C.13 A letter had been received from KCC re pension scheme internal dispute resolution procedure.

7.D. Planning

7.D.1 The minutes of the meetings of the Planning Committee on 11th, 18th and 25th July and 8th August were received.

7.D.2 The chairman gave a resume of applications and results since the last meeting.

7.D.3 The Committee recommended, and it was resolved that under the Community Governance Review SDC be requested to accept the original recommendations of both Shoreham and Otford Parish Councils so that the properties in Row Dow Lane no longer have part of their land in Otford and part in Shoreham. 8.6 Clerk

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

7.D.5 The vote on a dispensation shown in the Agenda was not required.

7.D.6 Minutes of the meeting of London Green Belt Council on 4th July 2012 had been received.

7.E. Environment

7.E.1 The committee had not met since the last meeting. The chairman reported that The Woodland Trust had offered free trees and this would be investigated. The oak tree in the area managed by them had been discovered to be hollow. A meeting of the Darent Valley consortium would be organised for September. The Kent Men of Trees had visited and commented that the yew tree in the churchyard should not be filled with cement. The North West Countryside Project was running a ‘Magnificent Meadow’ scheme re plant life along the Darent Valley and they would be asked to make a presentation at a consortium meeting. Kent Wildlife had carried out a moth survey in the garden of the Chairman and collected 729 moths overnight, with 94 species being present and 4 of those being nationally scarce. The Chairman will write an article for the newsletter on this. 8.7 EW

7.E.2 There were no recommendations.

7.E.3 An email had been received from a resident requesting a dog bin. There is no budget for buying and emptying another bin and no sponsorship had been forthcoming. The clerk will inform the resident. 8.10 Clerk

7.E.4 An email had been received from KCC re overgrown footpaths.

7.E.5 A copy of Wild Kent magazine had been received from Kent Wildlife Trust together with a notice of the AGM to be held on 22nd September 2012.

7.E.6 A copy of Countryside voice magazine had been received from CPRE.

7.E.7 A letter had been received from Kent Downs AONB re management plan review consultation.

7.F. Highways

7.F.1 The minutes of the committee meeting on 2nd August were received.

7.F.2 The chairman requested a replacement chairman for the committee. Cllr. Mrs Howe volunteered and it was resolved that she should become chairman of the Highways committee forthwith. The
committee would resume holding its meetings on Monday evenings.

7.F.3 There were no recommendations.

7.F.4 An email had been received from SDC re KCC anti-speeding campaign August 2012.

7.F.5 A letter had been received from SDC re informal consultation on changes to parking arrangements in Otford. Cllr. Edwards-Winser would ascertain from SDC why the proposals had been changed and the Council’s views had not been taken account of.

7.F.6 A letter had been received from SITA Trust re the proposed children’s play area at Hale Lane.

**KALC/ACRK**
A copy of Parish News July 2012 had been received from KALC. An email had been received from KALC re Kent Lane Rental Scheme. A letter had been received from KALC re improvements to the policy and legal; framework for public rights of way.

**8 DATE OF NEXT MEETING**
The date of the next meeting was noted as 10th September 2012 at 7.30pm. There being no other business the meeting was closed at 10.10 pm.

Signed.............................................Chairman

Dated..............................................