Report of Services Committee Meeting held 17.9.12

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

2. In attendance: Assistant Clerk

3. Apologies Cllr. J Verrall

4. School House School House Asbestos report received from SL Environmental Ltd - complete.
Fire log books obtained for both football pavilions (Assistant Clerk - ongoing). JV to meet with Heritage Centre keyholders to explain the need to have fire drills and positioning of fire extinguishers -ongoing
Back Garden tidied by Heritage Centre and new slabs to be laid thanks to Ed Thompson and Carol Griffiths.
Timing of boiler to be looked at for winter months and radiators checked.

5. Emergency Manual Cllr Verrall and Cllr Mrs Ward will look at updating Manual in October

6. Dog Fouling Another dog poo flag day will take place on 3.10.12 to ascertain if the problem seems to have improved. All Councillors welcome to assist.

7. Litter Cllrs Mrs Lawrey, Mrs Marsh and Mrs Ward to continue to pick up litter on Pilgrims Way East to Tudor Drive regularly.
Car Park needs a joint environment/ Services working party to tidy up - ongoing

8. Graffiti Graffiti - some on fence by station. Warden and Assistant Clerk to clean - ongoing

9. Bus stop Hardstanding still to be put down by bus stop in Pilgrims Way West - ongoing

19. Notice Boards Norman will refurbish/renew all boards during the Autumn. Make wood softer to make putting pins in easier. The refurbishment of the interpretive boards by the Palace is being looked at as part of the Parish Plan.
11. Kent Highways land
Cllr Knight and Rod Shelton would tidy the area and plant bulbs on 11th, 12th or 15th October. All offers of assistance welcome.

12 Solar System
Signage to Pluto was discussed and JV will make up some wooden signs to place on the route - ongoing. New mower needs to be found after one was stolen - ongoing

13. Defibrillator
The Committee still support the housing of a defibrillator outside School House - ongoing

15. Newsletter Distributors
Party
Will take place on Saturday 13th October at 12 noon in the

16. Twinning
A party of 15 from Hardelot visited on the weekend of 15th/16th September. It was very successful and all had a fabulous time. The coach for the trip to Hardelot on 6th October is filling up fast.
A weekend trip by car with hospitality will be planned on the weekend of 22-23rd June 2013.

17. Mobile Hearing Loop
Cllr. Verrall to apply to the Community Fund for funding - ongoing. Assistant Clerk to investigate report writing for accessibility - ongoing.

18. Otford Library
Meeting held with Kent Library Service on Tuesday 21st August re Otford Library services
KCC need to make changes/ cuts and discussions need to place in Otford. The theme of the Otford Society meeting to be held on 18.10.12 will be Otford Library. Suggestion boxes will be placed in OPC, Library and Yvonne's newsagents - ongoing.
A coffee morning drop in will be advertised on Saturday 17th November in the Village Hall for people to give their ideas.
Cllr Leicester also suggested that we need to get a presence on facebook and twitter and also get message out via WI's Schools and nurseries.

Date of Next Meeting – Monday 26.11.12 at 10am