Minutes of the 11th meeting of 2012 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 12th November 2012 at 7.30pm

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

In attendance: Clerk and 61 members of the public. All but three members of the public had left by the end of the Highways section of the agenda.

PUBLIC FORUM – Mr Shelton, the Chairman of the Village Design Statement Committee, explained that a revised draft of the Village Design Statement had been prepared and a workshop to consider this had been scheduled for 15th December 2012. He requested that all review the revised version and submit their comments to him.

A resident explained that there was to be a consultation meeting arranged by KCC re expansion of the Primary School at the school on the evening of December 6th 2012.

APOLOGIES FOR ABSENCE
1.1 Cllr. Mrs Evans and Cllr. Leicester

2. DECLARATIONS OF INTEREST – None

3. MINUTES
3.1 The minutes of the meeting held on 8th October 2012 were approved and signed.

4. MATTERS ARISING
4.1 Actions from previous meetings:
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.  
8.4 - Continuing - It was noted that Standing Orders and Financial Regulations would now need to be reviewed to ascertain the extent of updating required. The Clerk reported that revised standard regulations were shortly to be produced and these were awaited.  
8.7 - Continuing - The chairman of the environment committee reported that The Woodland Trust had offered free trees and this would be investigated.  
8.8 - Continuing - A meeting of the Darent Valley consortium would be organised.  
8.9 - Continuing - Kent Wildlife had carried out a moth survey in the garden of the Chairman of the Environment Committee 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.  
9.8 – Continuing - Cllr. Verrall will be sending fire safety instructions to all users of Council property.
9.11 – Continuing - The Kent Men of Trees had made some recommendations. These will be copied to Mr Thomas. 9.11 EW

10.1 – Completed - Cllr. Mrs Evans reported that there is subsidence in the road outside 21 Tudor Drive, 2/4 Tudor Drive and the junction with Pilgrims Way East. The Clerk will contact KHS. 10.1 Clerk

10.2 – Completed - Cllr. Mrs Evans reported that fly tipping is taking place next to the footpath at the bottom of Tudor Drive. The Clerk will email Cllr. Edwards-Winser in order that he speaks to SDC. SDC have sent a letter to local residents. 10.2 Clerk

10.3 – Completed - Cllr. Knight reported that one of the lights on the zebra crossing is not working. The Clerk will contact KHS. 10.3 Clerk

10.4 – Completed - The chairman reported that the recent dog poo flag day had revealed only 6 offences and this improved situation was to be reported in the newsletter. 10.4 Clerk

10.5 – Continuing - A complaint had been received from a resident re train noise and bonfire nuisance. The Clerk will contact the station re trains whistling in the night. 10.5 Clerk

10.6 – Completed - The chairman of the committee reported that at a recent meeting re the siting of new classrooms at the school it had been confirmed that the number of children was to increase from 340 to 420. Currently 141 children in the school did not come from Otford. This was causing traffic congestion and parking problems. Plans for a school drop off are to be discussed with the head teacher. A meeting had also been arranged with KCC on 22nd November. 10.6 JH

5. CLERK’S REPORT

5.1 Issue no 796 of Direct Information Service had been received from NALC

5.2 Various agendas, reports and press releases had been received from SDC and KCC.

5.3 Various advertising brochures had been received and were available from the Clerk.

6. OVERSEERS’ REPORTS

6.1 Cllr. Mrs Lawrey reported that the road had subsided round a fire hydrant in the road next to the pond. The Clerk will contact KHS. 11.1 Clerk

6.2 Cllr. Cracknell reported that the footpath between the Church and the Station was dangerous due to the quantity of wet leaves. Cllr Mrs Marsh reported that she had swept leaves up on two occasions from this footpath. Then Clerk will contact KCC. 11.2 Clerk

6.3 A resident reported that a gas company had not reinstated the grass verges around the pond and two bollards that they had moved. The Clerk will contact KHS. 11.3 Clerk

7. REPORTS FROM COMMITTEES

Due to the large numbers of members of the public who had come to hear the Highways section of the agenda, it was resolved that this be dealt with first.

7.C. Highways

7.C.1 The Chairman reported that further research had been carried out on the
introduction of a Pay and Display scheme in the car park.

7.C.2 There were no recommendations apart from those below relating to the car park.

7.C.3 The introduction of a Pay and Display scheme in the village car park was discussed and input from residents was received. It was recommended and resolved that a Pay and Display scheme be introduced in the village car park. The Council considered the following recommended charges for the pay and display car park:

Permits
Restricted to one per household in the High Street with no off road parking. There will be something in the region of 12-20. Price £150/yr. To be increased in the future if necessary.

Tariffs
Will apply between 7am and 7pm Weekdays and weekends

Weekdays
50p per hour for the first 3 hours, £1 per hour thereafter
No return within an hour to advise this on the ticket

Weekends
50p per hour for first 3 hours or £2 all day.
In the light of input from the public these were accepted subject to further consideration particularly in relation to weekend parking and permits for residents.

7.C.4 An email had been received from a resident of Chipstead re the car park.
7.C.5 A letter had been received from a resident re problems caused by the step at Pickmoss.
7.C.6 A letter had been received from SDC re parking at Warham Road j/w Sevenoaks Road.
7.C.7 An email had been received from a resident re the car park.
7.C.8 A copy of a letter from a resident of Warham Road to SDC re parking restrictions had been received.
7.C.9 A letter had been received from KCC re Kent Lane Rental scheme consultation.

7.A. Planning
7.A.1 The reports of the Committee meetings held on 17th and 31st October were received.
7.A.2 The Chairman of the committee gave a resume of planning applications and results since the last meeting.
7.A.3 There were no recommendations.
7.A.4 Notice of the London Green Belt Council AGM held on 7th November 2012 had been received.
7.A.5 An email had been received from KCC re the public consultation held on 3rd October 2012.

7.B Environment
7.B.1 The minutes of the Committee meeting held on 6th November 2012 were received.
7.B.2 The Chairman of the Committee explained that there were considerable numbers of ash trees in Oxenhill Woods and Palace Park Wood and an item would go in the newsletter asking residents to contact the Parish Office if they noticed anything untoward. Otford had been awarded the Chairman’s prize of £35 from the Kent Men of
Trees plus a tree of the Parish’s choice. In addition they will give the Parish an oak tree to commemorate the Diamond Jubilee.

7.B.3 There were no recommendations.

7.D. Recreation
7.D.1 The Committee had not met since the last Council meeting. The Chairman reported that recharges of costs to OUFC and the level of rent recommended by the District Valuer for the proposed tennis club long lease would be discussed at the next meeting of the Committee on 19th November.
7.D.2 There were no recommendations.
7.D.3 A copy letter from a resident to the Methodist Church had been received re landscaping between the allotments and Methodist Church.
7.D.4 Notice of the Sevenoaks Youth Advisory Group meeting on 25th October together with minutes of the last meeting had been received.
7.D.5 Two emails had been received from OUFC re the Hale Lane Playground Project.
7.D.6 An email and a letter had been received from Otford Methodist Church re work done to the boundary with the allotments.

7.E. Services
7.E.1 The committee had not met since the last Council meeting. The Chairman of the committee reported that there was to be a social meeting of the Twinning Society on 26th November. On 17th November there was to be an informal fact finding session hosted by the Council and Kent Libraries at the Saturday coffee morning in Otford Village Memorial Hall.
7.E.2 There were no recommendations.
7.E.3 A copy of Community Safety News had been received from SDC.
7.E.4 A copy of Stakeholder News had been received from Southeastern rail.
7.E.5 A letter had been received from Otford School VE Day Reunion committee.

7.F. Finance and General Purposes
7.F.1 The minutes of the F&GP Committee meeting on 5th November were received.
7.F.2 The Chairman had nothing further to report.
7.F.3 The Committee recommended that a £50 donation, which had been received from the transport company whose lorry had damaged the pond, be put towards the costs of the Community Warden’s Community Christmas Tea Dance. The Council resolved that this should be the case.
7.F.4 Orders for payment were approved.
7.F.5 A copy of a Legal Update Newsletter had been received from Knocker and Foskett.

KALC/ACRK

An email had been received from KALC re Learning and Development Autumn Update.
A notice had been received from KALC of 65th AGM to be held on 17th November 2012 together with the Annual Report 2011/2012.
A copy had been received from KALC of Parish News October 2012
An agenda for the KALC Sevenoaks Area meeting held on 9th November 2012 had been received.
DATE OF NEXT MEETING
The date of the next meeting was noted as 10th December 2012 at 7.30pm
There being no other business the meeting was closed at 9.25 pm

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

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