Minutes of the 12th meeting of 2012 of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 10th December 2012 at 7.30pm

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

In attendance: Clerk and 7 members of the public.

PUBLIC FORUM – No input.

APOLOGIES FOR ABSENCE
1.1 None

2. DECLARATIONS OF INTEREST (not already declared) – None

3 REQUESTS FOR DISPENSATION - A motion was received that an indefinite dispensation is granted to all Councillors serving on Otford Parish Council to both speak and vote on the budget and the setting of the precept and it was resolved that this should be the case.

4. MINUTES
4.1 The minutes of the meeting held on 12th November 2012 were approved and signed subject to amendments in sections 6.1, 6.2 and 6.3.

5. MATTERS ARISING

5.1 Actions from previous meetings:

5.6 – Continuing - A member of the public suggested that the Otford Society be approached for donations towards planters. Cllr. Mrs Ward suggested that she will instead contact the fete committee.  5.6 EW

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.  8.4 Clerk

8.7 - Continuing - The Chairman of the environment committee reported that The Woodland Trust had offered free trees and this would be investigated. Conditions at the moment were too wet to plant trees.  8.7 EW

8.8 - Continuing - A meeting of the Darent Valley consortium would be organised in January.  8.8 EW

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 was awaiting the results of a second survey and will write an article for the newsletter on this.  8.9 EW
9.8 – Continuing - Cllr. Verrall will be sending fire safety instructions to all users of Council property. These have been completed and will be sent out in the next month.

9.11 – Continuing - The Kent Men of Trees had made some recommendations. These will be copied to Mr Thomas.

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.

11.1 - Completed - Cllr. Mrs Lawrey reported that the road had subsided round a fire hydrant in the road next to the pond. The Clerk had contacted KHS.

11.2 - Completed - 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 had contacted KCC.

11.3 - Completed - 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 had contacted KHS.

6. CLERK'S REPORT

6.1 Issue no 797 and 798 of Direct Information Service had been received from NALC

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

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

7. OVERSEERS' REPORTS

7.1 The footpath past the Scout hut was covered in mud from turning cars and in leaves. Cllr. Mrs Lawrey had contacted the scout leader and the Clerk will contact KCC.

7.2 The earth on the side of the footway between Pilgrims Way East and Gullivers is higher than the footway and the rain is driving the earth onto the footway. The Clerk will contact Kent Highways.

7.3 All gullies in Rye Lane require unblocking and the bank by the stream had eroded. The Clerk will contact Kent Highways.

8. REPORTS FROM COMMITTEES

8.A. Finance and General Purposes

8.A.1 The minutes of the meeting of the F&GP committee on 3rd December were received.

8.A.2 The Chairman reported that the precept level could not be set as SDC would be amending the Band D calculations so that part of the cost of benefit changes would be passed onto OPC. The precept would therefore increase without the Parish receiving further funds. There was also a possibility that the precept could be capped but this would not be ascertained until 20th December 2012.

8.A.3 There were no recommendations.

8.A.4 Orders for payment were approved. Cllr. Mrs Marsh queried why the water bill for the Hale Lane Pavilion was so large. The Clerk will look into this.
8.A.5 A letter had been received from Sevenoaks Volunteer Transport Group re a grant.
8.A.6 A copy of ‘In Unity’ newsletter had been received from Unity Trust Bank.

8.B. Planning
8.B.1 The minutes of the Committee meetings held on 14th and 28th November were received.
8.B.2 The Chairman of the committee gave a resume of planning applications and results since the last meeting and of the results of the SDC Community Governance Review. Cllr. Edwards-Winser will ascertain from SDC whether the proposed changes to permitted development were still in point.
8.B.3 There were no recommendations.
8.B.4 An email had been received from the Sevenoaks Society re a report of the meeting of London Green Belt Council held on 7.11.2012.
8.B.5 A copy of Kent Voice magazine Autumn/Winter 2012 had been received from CPRE.
8.B.6 A copy of the Community Governance Review Final Recommendations had been received from SDC.
8.B.7 An email had been received from KCC re Otford Primary School Consultation period and meeting held on 6.12.2012.

8.C Environment
8.C.1 There had been no meeting since the last meeting of the Council.
8.C.2 The Chairman of the Committee recommended that the Jubilee planters be purchased from Woodblox. A base would need to be constructed for the planter in the car park. Mr Thomas will supply liners. It was resolved that the planters be purchased subject to adequate funding having been received.
8.C.3 A copy of Wild Kent Magazine Winter 2012/2013 had been received from Kent Wildlife Trust.
8.C.4 A letter had been received from a resident re trees on Palace Approach.
8.C.5 The minutes of the Sevenoaks Quarry liaison meeting held on 16th October 2012 had been received.

8.D. Highways
8.D.1 The minutes of the Committee meeting on 3rd December were received.
8.D.2 The Chairman was pleased to report that a working group was being formed to help progress issues around the car park and an additional Highways Committee meeting would be held to agree terms of reference and a timetable. The Chairman clarified that should Pay and Display parking prove impossible to implement then the resolution would be rescinded. A member of the working group requested that a questionnaire be included in the January newsletter so that Parishioners were all aware of the working group and so that it could be ascertained whether all stakeholder groups were being represented. The Clerk will liaise re this. A resident was carrying out a further parking survey and would report the findings to the Council. A resident reported that the land next to the allotments had recently been sold. A resident considered that a ‘no right turn’ out of the car park would not be contemplated by Kent Highways. A resident requested that an item be put in the newsletter reminding Parishioners to respond to the KCC consultation re the school and considered that a response to the school expansion was the most important current issue.
8.D.3 It was recommended and resolved that Otford Parish Council convene a working group to progress the future of the Car Park.
8.D.4 An email had been received from a resident re car parking.
8.D.5 Emails had been received from a resident re car parking
8.D.6 A letter had been received from the Trustees of OVMH re the car park.
8.D.7 An email re car parking had been received from an individual who was not a resident.

8.E. Recreation
8.E.1 The minutes of the Committee meeting on 19\textsuperscript{th} November 2012 were received.
8.E.2 There was some discussion of the financial arrangements between OPC and OUFC in relation to the Eric Dilley Pavilion and of the terms of a possible new lease for OLTC, but the Council looked to the recreation Committee to bring forward recommendations concerning both matters in due course. Cllr. Knight will write to OLTC concerning the findings of the District Valuer. 12.8 RK
8.E.3 The committee recommended that OUFC be billed directly for their water and electricity and it was resolved that this should be the case. 12.9 Clerk
8.E.4 A letter had been received from Otford Allotments Association re the boundary with the Methodist Church.
8.E.5 A letter had been received from a resident re the Hale Lane Playground
8.E.6 Minutes of a meeting on 20.11.2012 re Sevenoaks Area fun days had been received together with emails from Playplace.
8.E.7 A report had been received from FCS re the Hale Lane Playground
8.E.8 A copy of the post installation report on the Hale Lane Playground had been received from Morral Play Services.

8.F. Services
8.F.1 The minutes of the Committee meeting on 26\textsuperscript{th} November were received.
8.F.2 The Chairman reported that in item 7 of the minutes that Cllr. Mrs Evnas also picked up litter in the area of Pilgrims Way East and Tudor Drive. The following events were being organised by the Twinning Committee:
20.4.2013 – Coach trip to Montreuil and Hardelot
25.5.2013 – French visit to Otford
22-23.6.2013 – Weekend trip to France including lunch and a coach trip to St Omer
14-15.9.2013 – French visit to Otford
Cllr. Verrall had obtained £200 of funding from the Big Community Fund for a hearing loop and will order this. 12.10 JV
The January newsletter will have substantial input re the library. The community calendar should show the deadlines for input into the newsletter. 12.11 Clerk
Cllr. Cracknell noted that the village clock had broken. Cllr. Verrall will locate a repairer. Cllr. Mrs Marsh reported that a resident had offered to fund a new clock. 12.12 JV
8.F.3 There were no recommendations.
8.F.4 The schedule of meetings for 2013 was agreed subject to the Highways Committee meetings being moved to the Monday evenings after the Council meeting.
8.F.5 An email had been received from SDC re Sevenoaks District Housing Forum 2012.

\textbf{KALC/ACRK}

An email had been received from KALC re KCC Highways and Transportation – Tracker Survey 2012.
An email had been received re Kent Fire and Rescue – Fire Hydrants.
An email had been received from KALC re DCLG Consultation on improving
Local Government Transparency.
An email had been received from KALC re DCLG Consultation on making it easier to set up a new Town or Parish Council.

8 DATE OF NEXT MEETING
The date of the next meeting was noted as 14th January 2012 at 7.30pm
There being no other business the meeting was closed at 9.55 pm

Signed…………………………………………Chairman

Dated…………………………………………