OPC Meeting 09.09.2013

Draft Minutes of the 9th Meeting of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 9th September 2013 at 7.30pm

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

In attendance: Clerk, 5 members of the public and one member of the press.

PUBLIC FORUM – A member of the public thanked the Council for the speedy and efficient resurfacing of the car park.
A member of the public requested that the reeds on the pond be cut back.
A member on the public queried the written notation for Councillors.

1 - APOLOGIES FOR ABSENCE
1.1 Cllr. Knight and Cllr. Mrs Ward

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

3. MINUTES
7.1 The minutes of the meeting held on 12th August 2013 were approved and signed subject to the insertion of an action at 7.6. of matters arising.

4. MATTERS ARISING
4.1 Actions from previous meetings:
12.9 - Continuing - The committee recommended that OUFC be billed directly for their water and electricity and it was resolved that this should be the case. The Clerk has been resolving the queries raised at the last meeting re water and electricity used by the Tennis Club and there will be an onsite meeting before organising this. 12.9 RK

5.4 - Continuing - Cllr. Cracknell requested that any documentation re parking permits be checked from a legal point of view. Highways Committee

5.5 - Continuing - The Highways committee will check the parking requirements of the cricket league Highways Committee

5.6 - Completed - The location of pay and display units has been determined. One by the electricity box and the other adjacent to the hall entrance. 7.4 Clerk

7.4 - Continuing - It was recommended and resolved that two planters be acquired for the verge outside the Parade. The size of planters had been agreed with Kent Highways and One Stop and the Fete Committee would contribute towards them. 7.4 Clerk

7.6 - Continuing - The recommendation re car parking tariffs was discussed and the tariffs were agreed subject to certain conditions. Cllr. Leicester requested that the free parking time for Blue Badge holders be reassessed after six months. 7.6 Clerk

8.1 - Completed - Cllr. Mrs Marsh reported that litter had collected around
the perimeter of Hale Lane recreation ground. *The Clerk had contacted Mr Still.*

8.2 - Completed - Cllr. Mrs Howe reported that the road sign on the iron bridge on Pilgrims Way West was falling off. *The Clerk had contacted Kent Highways.*

8.3 - Completed - Cllr. Leicester reported that the nettles were at eye height on the footpath between the Station and the Church. *The Clerk had contacted Kent PROW.*

8.4 - Completed - Cllr. Edwards-Winser reported that a hedge in Hale Lane was overhanging the footpath. *The clerk had contacted Kent Highways.*

8.5 - Completed - Cllr. Whitehead reported that plants on a property neighbouring the Pond were overhanging the footpath. *The Community Warden had contacted the owners.*

8.6 - Completed - The bus access at Rye Lane does not appear to be wheelchair compliant. *Cllr. Leicester had contacted Kent Highways.*

8.7 - Continuing - Kent Highways had not been able to locate the Village of the Year Sign. Cllr. Edwards-Winser pointed out that, before the sign was removed, he had requested that it be retained. The Clerk had contacted Laura Squires who had not been able to track down the sign and had since left Kent Highways. The Clerk will contact Kent Highways again to request compensation.

8.8 - Completed - A letter had been received from Mind Sevenoaks re a donation. *Cllr. Leicester had ascertained further details.*

8.9 - Continuing - The Chairman reported additional litter bins were required near the station. Cllr. Edwards-Winser recommended a site meeting with SDC

8.10 - Continuing - A discussion took place re ownership of the village green and Cllr. Mrs Ward will review the documentation.

8.11 - Continuing - The Clerk had arranged with the Grounds Maintenance Supervisor that he would contact the Cricket Club re the siting of the trees bordering the car park after consulting with the Grounds Maintenance Supervisor who would provide a list of suitable trees.

5.CLERK'S REPORT

5.1 Issue no 815 and 816 of Information Service had been 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 had been received and were available from the Clerk.

6. OVERSEEERS' REPORTS

6.1 Cllr. Mrs Evans reported that the outstanding work to pavements, kerbs and drains in Tudor Crescent had still not been completed and the pavement was now cracking outside no 34. The Clerk will contact Kent Highways.

7. REPORTS FROM COMMITTEES

7.A. Recreation

7.A.1 The committee had not met since the last meeting of the Council. The next meeting would be on 23rd September. Cllr. Leicester reported that a resident had researched an outdoor gym for the recreation ground. Cllr. Leicester will discuss with the Chairman of the Parish Plan to take this forward.

7.A.2 It was recommended and resolved that allotment rents and water permits be
increased from £1.60 to £1.75 per rod from October 2014.

7.A.3 An email had been received from a resident thanking the Council for the Hale Lane Playground and requesting that the old swings be reinstated for older children. Mr Thomas is looking into this.

7.A.4 An email had been received from SDC re Children’s Centre Consultation

7.B. Services
7.B.1 The committee had not met since the last meeting of the Council. The next meeting would be on 24th September. The Committee Chairman reported that the Twinning Barn Dance on 14th September was well subscribed. Cllr Leicester queried the lack of communication that resulted in the mobile police unit visiting the village in the same week that the village PCSO was holding a surgery. He will make appropriate enquiries about lack of coordination.

7.B.2 An email had been received from the Post Office re local change in network.

7.B.3 An email had been received from The Sevenoaks Society re note on court of appeal decision in H2 high speed line appeals.

7.B.4 A copy of News in Kent newsletter Summer 2013 had been received from Kent Police.

7.C Finance and General Purposes
7.C.1 The Committee Chairman had nothing further to add to the written report.

7.C.2 Orders for payment were approved.

7.C.3 Cllr. Verrall gave an update on car park resurfacing costs and it was resolved that the Sturgeon's invoice for £29,622.60 be paid with a retention of 10%.

7.C.4 A copy of the Summer newsletter from RBS RIALTAS had been received.

7.C.5 An email had been received from Rural Services Network re Fair Share petition.

7.C.6 A notice of AGM to be held 30.9.13 had been received from ICCM together with a copy of the accounts and The Journal.

7.D. Planning
7.D.1 The reports of the committee meetings on 21.8.2103 and 4.9.2013 were received.

7.D.2 The Committee Chairman summarised the applications and results considered at the above meetings. The position re extensions under the amendments to the General Permitted Development Order which came into force on 30th May 2013 was discussed.

7.D.3 There were no recommendations.

7.E. Environment
7.E.1 The committee had not met since the last meeting of the Council. The next meeting would be an 'on-site' meeting around the village on 17th September. It was noted that the area outside the car park, where the planter had stood was unsightly and this will be considered by the committee on 17th September.

A resident had queried work being carried out at the Scout Hut. The Clerk will contact the Scout leader.

7.F. Highways
7.F.1 The report of the committee meeting held on 19.08.2013 was received. Cllr. Cracknell requested that the report be amended to show that his suggestion in 5.8 re recycling bins related to the approach to the cemetery car park.
7.F.2 The Committee Chairman summarised the above report. Cllr. Leicester was investigating whether the access to the bus at the Rye Lane bus shelter was accessible for wheelchairs. It appears that the village of the year sign had been lost by Kent Highways. The Clerk was requested to seek compensation. Cllrs. Cracknell and Leicester are investigating whether the High Street pavement at Pickmoss can be made more accessible for wheelchair users. Further legal advice was being obtained re car park pay and display tariffs. Criteria for assessing possible additional car parking had been drawn up and eight potential sites identified.

7.F.3 It was recommended and resolved that in the interests of improving observation of the existing speed limit, teams of 4 should be organised on a scheduled basis.

7.F.4 An email had been received from a resident re the car park
7.F.5 An email had been received from a teacher at Otford Primary School re proposed pay and display car parking.
7.F.6 An email from OPC to Kent Highways re Sevenoaks Road speed limits was noted.
7.F.7 Copies of emails from Kent Highways and OPC reply re missing Village of Year Sign were noted.
7.F.8 An email had been received from KCC re Parish & Town Council Seminar to be held 4.10.13.
7.F.9 An email had been received from a resident re highway issues Rye Lane.

KALC/ACRK/NALC
An email had been received from KALC re Kent Fire and Rescue newsletter. A copy of Rural News Issue 131 had been received from ACRK. An email had been received from KALC re the Community Awards Scheme. An email had been received from ACRK re Community energy project grants.

8 DATE OF NEXT MEETING
The date of the next meeting was noted as 14th October 2013 at 7.30pm. There being no other business the meeting was closed at 9.12 pm.

Signed………………………………….Chairman

Dated……………………………………