Minutes of the 5th Meeting of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 19th May 2014 at 7.30pm

Present: Cllrs Edwards-Winser (Chairman)
D. Cracknell
Mrs. M Evans
N. Fothergill
Mrs. J. Howe
Mrs. J. Lawrey
H. Leicester
Mrs E. Ward

In attendance: 3 members of the public

Public Forum - The village first responder has sourced a rescue boat in case of future flooding and is investigating the acquisition of flood suits.

1 - APOLOGIES FOR ABSENCE
1.1 Cllrs. Mrs Marsh, Verrall and Whitehead and Mr B Thomas.

2. ELECTION OF A CHAIRMAN FOR THE FORTHCOMING YEAR
2.1 Cllr. Edwards-Winser was proposed by Cllr. Howe and seconded by Cllr. Ward. Cllr. Edwards-Winser was unanimously elected as Chairman.

3. DECLARATION OF OFFICE
3.1 The Chairman’s declaration of office was received.

4. ELECTION OF VICE CHAIRMAN FOR THE FOLLOWING YEAR
4.1 Cllr. Mrs Lawrey was proposed by Cllr. Cracknell and seconded by Cllr. Fothergill. Cllr. Mrs Lawrey was unanimously elected as Vice Chairman.

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

6. APPOINTMENT OF COMMITTEES AND OVERSEERS FOR THE FORTHCOMING YEAR
6.1 It was resolved that the Committee Chairmen and members would remain unchanged.

6.2 Cllr. Mrs Ward would temporarily oversee the paths previously monitored by Mr Knight whilst reviewing those that she had previously monitored.

7. MINUTES
7.1 The minutes of the meeting held on 14th April 2014 were approved and signed subject to a typing amendment at 3.1.

8. MATTERS ARISING
8.1 Actions from previous meetings:

9.5 - Continuing - It was recommended and resolved that in the interests of improving observation of the existing speed limit, teams of 4 should be Action 9.5 Assistant
organised on a scheduled basis.

12.4 - Continuing - The necessary quotes for access works at the front of the Parish Office will now be obtained.

2.4 – Completed - The April newsletter had contained a request that residents collect litter dropped outside their homes.

2.6 – Continuing - The recommendation re a litter bin at the station was deferred pending a request to the station to put another litter bin on the down platform.

2.10 – Completed - Cllr. Edwards-Winser had ascertained that the defibrillator at Yvonne's could be connected to electricity so that the cabinet can be heated.

3.1 - Completed - Cllr. Mrs Evans reported that the road surface on Pilgrims Way East from Row Dow to the junction with Station Road required resurfacing. Cllr. Edwards-Winser had corresponded with KCC. It is understood that the road will be resurfaced in the school holidays.

4.1 – Completed – Cllr. Verrall reported a mains water leak at the end of Pilgrims Way West. The Clerk had contacted South East Water.

4.2 – Completed - Cllr. Mrs Evans reported that the edge of the pavement between Pilgrims Way East and the Station was being eroded. The Clerk had contact Kent Highways.

4.3 – Completed - Cllr. Verrall expressed concern that some of the new BT boxes were placed in such a way that they caused a hazard to pedestrians. The Clerk had forwarded to him the contact details of the SDC officer who has been liaising with BT.

4.4 – Continuing - Mrs Ward has 4 new dog fouling notices which will be fixed to the entrances to the recreation ground.

4.5 – Continuing – Cllr. Cracknel requested that the services committee address the issue of ambulance response times.

4.6 – Completed - It was recommended and resolved that Cllr Wards plan for improving the office access and garden be approved, subject to it being within budget. The Clerk had advised on the extent of the budget.

4.7 – Completed - It was recommended and resolved that the quotation from Boulinds for replacement guttering be accepted. The Clerk had contacted Boulinds.

4.8 – Completed - The Clerk had contacted the Kemsing PC Clerk re rubbish dumped at the Kemsing end of Oxenhill Woods.

4.9 - Completed - The Clerk had provided the Environment Committee with the proposed date for ivy cutting in the chalkpit.

9.CLERK’S REPORT

9.1 Issues no 832 and 833 of Information Service had been received from NALC

9.2 Various agendas, reports and press releases had been received from SDC and KCC. Details were with the Clerk.

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

10. OVERSEERS’ REPORTS

10.1 Cllr. Mrs Howe reported that a tree was causing visibility problems at a crossing point on Pilgrims Way West. Cllr. Mrs Ward will investigate

11. DISTRICT COUNCILLOR’S REPORTS
11.1 No report was received.

12. KENT COUNTY COUNCILLOR’S REPORTS
Cllr. Edwards-Winser reported Cllr. Nick Chard had contributed funds and supported the Speed Indicator Device in Shoreham Road and additional road markings.

13. REPORTS FROM COMMITTEES

13.A. Highways
13.A.1 The report of the Highways Committee meeting on 28th April 2014 was received. The report of the meeting on 15th May had not yet been typed up.
13.A.2 Cllr. Mrs Howe reported that it was hoped to finalise the contract and regulations for Pay and Display car parking in the near future.
13.A.3 There were no recommendations.
13.A.4 An email had been received from Kent Highways re traffic flow in Otford.
13.A.5 Emails had been received re a Parish meeting and resurfacing of Pilgrims Way East.

13.B. Recreation
13.B.1 The report of the committee meeting on 2nd May 2014 was received.
13.B.2 Cllr. Mrs Evans summarised the report. The next meeting will be on 23rd June.
13.B.3 There were no recommendations.
13.B.4 An email had been received from Play Place re Otford Youth provision.
13.B.5 An email had been received from Anne Barnes re provision of activities to divert young people from crime and ant-social behaviour.
13.B.6 A copy of the KCPFA April 2014 newsletter had been received together with AGM agenda for 21.5.2014.
13.B.7 An email had been received from Sutcliffe Play re the Hale Lane Playground log which had to be removed.
13.B.8 An email had been received from Craigdene re Playground Inspections.

13.C. Services
13.C.1 The next meeting of the committee would be on 27th May.
13.C.2 Cllr. Mrs Lawrey reported that the Twinning Association trip to Hever on 3rd May had been very successful. On 6th and 7th June there would be a trip to WW1 cemeteries. On 30th June there would be a social meeting at the Woodman and on 11th or 18th October there would be a coach trip to France. The reduction in bus services would be discussed at the next meeting of the committee together with the availability of ‘dial a ride’. Cllr Leicester would continue to address accessibility with KCC website designers. Action 5.3 HL
13.C.3 There were no recommendations.
13.C.4 Emails had been received from PCSO Wright re actions in Otford and Shoreham and surgeries.
13.C.5 A copy of the Autumn menu 2014 had been received from Applause.
13.C.6 An email had been received from Kent Police re police contact points.
13.C.7 An email had been received from KCC re new bus service in Otford.
13.C.8 A copy of a letter from KCC had been received re the bus service from Otford to Sevenoaks.

13.D. Finance and General Purposes
13.D.1 The report of the committee meeting on 28th April 2014 was received.
13.D.2 The Chairman summarised the report.
13.D.3 Orders for payment were approved.
13.D.4 A copy of Parish Matters Spring 2014 had been received from Came and Co.
13.D.5 An email had been received from Westerham Parish Council re the Council Tax Support Grant.
13.D.6 A letter had been received from Barclays Bank re new saver account.
13.D.7 A copy of an application to the Fete Committee for a contribution towards the new duck house was received.
13.D.8 A copy of a letter to MDH re cemetery mowing was received.

13.E. Planning
13.E.1 The reports of the committee meetings on 16th and 30th April and 14th May 2014 were received.
13.E.2 Cllr. Edwards-Winser summarised the reports. Cllr. Mrs Evans queried whether a pedestrian bridge was to be built over the railway line where there is currently a footpath. Cllr. Edwards-Winser will investigate. Action 5.4 J E-W
13.E.3 There were no recommendations.

13.F. Environment
13.F.1 The report of the committee meeting on 29th April was received.
13.F.2 Cllr. Mrs Ward summarised the report. It was noted that a dog, not a child, had been cut by glass left in the chalk pit. It was noted that a number of residents had praised the upkeep of the pond.
13.F.3 There were no recommendations.
13.F.4 A copy of Countryside Voice Spring/Summer 2014 had been received from CPRE.
13.F.5 A copy of Wilde Kent magazine Spring 2014 had been received from Kent Wildlife Trust.
13.F.6 A copy of National Fruit Collection magazine had been received from Brogdale.
13.F.7 Notes of Tarmac meeting held on 8th April 2014 had been received.
13.F.8 A report of Oxenhill Woods meeting held on 12th March 2014 had been received.

KALC/ACRK/NALC
A copy of Parish News April 2014 had been received.
An email had been received re Kent Local Wildlife Site Approvals

14 DATE OF NEXT MEETING
The date of the next meeting was noted as 9th June 2014 at 7.30pm.

The meeting closed at 8.58pm.

Signed…………………………………………Chairman

Dated……………………………………….