Minutes of the 7th Meeting of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 14th July 2014 at 7.30pm

Present: Cllrs Mrs. J. Lawrey (Acting Chairman)
D. Cracknell
Mrs. M Evans (from 8 pm)
H. Leicester
Mrs. C. Marsh
Mrs E.Ward
M. Whitehead

In attendance: Clerk and four members of the public

The Chairman of the Otford Village Design reported that the revised Village Design Statement had been submitted to SDC. He had also written to the local District Councillors to complain that no action had been taken to maintain the Palace Tower. The leader of SDC is looking into this. It was reported that the roof is rotting and will soon fall.

1 - APOLOGIES FOR ABSENCE

1.1 Cllrs. Edwards-Winser, Fothergill, Mrs. J. Howe and Verrall

2 - DECLARATIONS OF INTEREST NOT PREVIOUSLY DECLARED

2.1 - None

3. MINUTES

4.1 The minutes of the meeting held on 9th June 2014 were approved and signed.

4. MATTERS ARISING

4.1 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 organised on a scheduled basis. All but one team had now been organised.	Action 9.5 Assistant Clerk
12.4 - Continuing - The necessary quotes for access works at the front of the Parish Office will now be obtained.	Action 12.4 Services Committee
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.	Action 2.6 EW
4.4 – Continuing - Mrs Ward has 4 new dog fouling notices which will be fixed to the entrances to the recreation ground. One notice has been erected and the othrs will follow shortly.	Action 4.4 EW
4.5 – Continuing – Cllr. Cracknell requested that the services committee address the issue of ambulance response times. This was to be discussed with the first responder on his return from holiday.	Action 4.5 Services
5.1 - Completed - Cllr. Mrs Ward would temporarily oversee the paths previously monitored by Mr Knight whilst reviewing those that she had previously monitored.	Action 5.1 EW
5.2 - Completed - Cllr. Mrs Howe reported that a tree was causing visibility problems at a crossing point on Pilgrims Way West. Cllr. Mrs	Action 5.2 Cllrs

Ward had investigated and found that to cut back the tree would impair its shape. Other Councillors had visited the site and reported that that this site should not be used fro crossing as it was dangerous even without the tree.

5.4 - Completed - 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 had provided the Clerk with contact details. Network Rail had informed the Clerk that there would be no bridge built for several years. The Clerk had contacted a resident who had contact details for the surveyors.

6.1 - Completed - Cllr. Fothergill reported that the Twitton Lane sign on Pilgrims Way West was being obscured by vegetation and that the sign at the other end of Twitton had been defaced. The Clerk had contacted Kent Highways.

6.2 - Completed - Cllr. Whitehead reported that vegetation at the end of Pilgrims Way East was obscuring visibility for pedestrians at the junction of Station Road. The Clerk had contacted Kent Highways.

6.3 - Completed - Cllr. Cracknell reported that a hedge along Sevenoaks Road between Warham Road and the Pond was impinging on the footpath. The Clerk had contacted Kent Highways.

6.4 - Completed - Cllr. Mrs Howe reported a pothole in Pilgrims Way West approaching the village before Great Till Close. The Clerk had contacted Kent Highways.

6.5 - Completed - Cllrs. Mrs Lawrey and Mrs Evans reported subsidence across the road outside 15 Tudor Crescent. The Clerk had contacted Kent Highways.

6.6 - Completed - There was a substantial amount of litter in the recreation ground after the weekend and additional picks had been discussed at the next meeting.

6.7 - Completed - A request would be put to the OSA that sports teams should clear rubbish after matches and put the black sacks in the bin at the Parish Office. The Secretary of the OSA had organised this.

6.8 - Completed - The outstanding risk assessment for the allotments would be dealt with at the next meeting of the recreation committee. It has been arranged that Mr Thomas assists the Clerk with this.

6.10 - Continuing -The safety of the Clerks in the office during the implementation of Pay and Display was discussed. The Clerk had researched keypad entry for the door with the assistance of Cllr.Whitehead.

6.11 - **Continuing** - The recommendation re Hi-viz clothing was discussed and no resolution was made. Cllr. Verrall will discuss this further with OPC contractors. 6.11 JV

6.12 - **Continuing** - A discussion took place on restricting burials in the green burial area to Otford residents and those of contiguous parishes. It was agreed that information on capacity and the intentions for use on set up be ascertained. The Clerk had found no information on original intentions and was liaising with the Cemetery Supervisor re capacity. 6.12 Clerk

6.13 -Completed - It was resolved that Mr Beacom be formally thanked for carrying out the role of internal auditor.

6.14 - Completed - It was recommended and resolved that the previous support of the Darent Valley Landscape Partnership Scheme be extended from £1000 for three years to £1000 for 5 years. The Clerk had advised the scheme.

6.15 - Completed - A recommendation to accept a quote for new computer equipment for the Assistant Clerk was considered. Cllr. Whitehead queried

details of the proposed equipment and had liaised with the Clerk.

5.CLERK'S REPORT

5.1 Issue No 837 of Information Service had been received from NALC

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

5.3 Various advertising information had been received which is available from the Clerk.

5.4 SLCC Bulletin June 2014 had been received.

5.5 Premier Complete Security Solutions brochure had been received.

6. OVERSEERS' REPORTS

6.1 Cllr. Mrs Evans reported that some areas marked for repair in Tudor Drive appeared to have been missed on the last visit of Kent Highways.

6.2 Cllr. Whitehead reported that the road around a fire hydrant next to the pond had collapsed. The Clerk will contact Kent Highways. — 7.1 Clerk

6.3 Cllr. Mrs Ward reported a dip in Sevenoaks Road on leaving the pond. The Clerk will contact Kent Highways. — 7.2 Clerk

7. DISTRICT COUNCILLOR'S REPORTS

7.1 A report was not received as Cllr. Edwards-Winser was absent.

8. KENT COUNTY COUNCILLOR'S REPORTS

8.1 A report was not received.

9. REPORTS FROM COMMITTEES

9.A. Planning

9.A.1 The reports of the Planning Committee meetings held on 11.06.14, 25.6.14 and 9.7.14 were received.

9.A.2 Cllr. Whitehead summarised the reports. Cllr. Cracknell reported that he had attended a recent meeting of the London Green Belt Council and it had been reported that the development referred to in 9.A.4 below would impact on the Green Belt and that the go ahead had been given for the Thames Gateway Project involving the construction of 60,000 homes at Ebbsfleet.

9.A.3 There were no recommendations.

9.A.4 A letter had been received from London Resort Company Holdings Ltd re London Paramount Resort (Committee to note)

9.B. Environment

9.B.1 The report of the Environment Committee meeting held on 1.7.14 was received.

9.B.2 The Chairman summarised the report. A resident reported that footpath SR14 had been poorly cut back and the cuttings left on the footpath. Cllr. Mrs Ward will contact KCC. — 7.3 EW
Cllr. Leicester queried the use of the large stones at the pond to prevent damage by lorries. Cllr. Mrs Ward explained that the history of the stones and will put this in the next newsletter. — 7.4 EW
Cllr. Cracknell suggested a notice board detailing the history of the pond. This will be discussed at the next meeting of the committee. — 7.5 Environment Committee

9.B.3 It was recommended and resolved that an additional litter bin be purchased for the recreation ground to be situated near the youth shelter.

9.B.4 It was recommended that a grant be applied for a planter to go on the traffic island outside the Crown. The Clerk will contact Kent Highways to

ascertain if this is acceptable. 7.6 Clerk

9.B.5 Advice had been taken re the pond willows and it was agreed that one of them be trimmed to allow the growth of the smaller willow. Advice will be sought about the condition of the Christmas Tree on the Green. The Clerk will liaise on both issues with Mr Thomas. 7.7 Clerk

9.B.6 An email had been received from SDC re grants to improve business and retail areas.

9.B.7 The Definitive Map and Statement of Public Rights of Way had been received from KCC.

9.B.8 An email had been received from a resident re the condition of Otford Palace

9.B.9 An email had been received from Kent Downs re update on the Darent Valley Landscape Partnership Scheme

9.C Highways

9.C.1 The report of the Highways Committee meeting held 16.6.14 was received.

9.C.2 Amendments to the above report at 5.7 were agreed by those who had been present at the meeting. There were further discussions re car parking permits for sports clubs.

9.C.3 There were no recommendations.

9.C.4 Emails had been received from a resident re parking concerns The Parade and Bubblestone Road

9.C.5 An email had been received from a resident re traffic warden in Bubblestone Road

9.C.6 An email had been received from a resident re parking in the High Street

9.C.7 An email had been received from KCC re Lorry Watch and Width restriction sign at Polhill

9.D. Services

9.D.1 The committee had not met since the last Council meeting. The next meeting will be on 21st July.

9.D.2 Cllr. Mrs Lawrey reported that there would be a dog fouling inspection before the above meeting. There will be a Twinning visit to Otford on 13/14 September and a coach trip to Hardelot on 11th October. Cllr. Cracknell noted that Otford Churches were arranging a time of reflection on the anniversary of the commencement of World War 1 on 4th August 10-11pm.

9.D.3 There were no recommendations.

9.D.4 A copy from Kent Police of Policing in Kent June 2014 had been received.

9.D.5 An email had been received from PCSO Wright re recent actions.

9.D.6 An email had been received from Kent Can re Health Watch Kent.

9.D.7 An email had been received from OPC to McDonalds re cemetery Car Park Litter.

9.D.8 An email had been received from SDC re High Street of the Year award.

9.D.9 A copy of SDC of Community Safety Partnership Annual Report 23/14 had been received.

9.E. Finance and General Purposes

9.E.1 The report of the F&GP committee meeting on 30th June 2014 was received.

9.E.2 The chairman of the committee was absent and no report was given.

9.E.3 There were no recommendations.

9.E.4 Orders for payment were approved.

9.E.5 An email had been received from KCC re Kent Pension Fund Website

9.E.6 A letter had been received from Bank of Ireland re change of contact details

9.F. Recreation

9.F.1 The report of the committee meeting on 23rd June was received.

9.F.2 Cllr. Mrs Evans summarised the above report. The next meeting of the OSA is not the AGM and Cllr. Cracknell will represent the Council. The Centenary Fields scheme was discussed and the Council asked the committee to explore this further — 7.8 Recreation Committee

9.F.3 It was recommended and resolved that, subject to costings, a cobnut platt be planted on a disused allotment at Mill Meadow.

9.F.4 An email had been received from a resident re Hale Lane playground

KALC/ACRK/NALC

An email had been received from KALC re Local Elections Survey.
An email had been received from KALC re Councillors conference to be held 19.7.14.
A copy from of Oast to Coast Magazine Summer 2014 had been received from ACRK.
A copy of Legal Topic Note re Contracts had been received from NALC.
An email had been received from KALC re Chief Constable & Crime Commissioner Event held 9.7.14.
An email had been received from ACRK re Community Rural Retail competition.

10 DATE OF NEXT MEETING

The date of the next meeting was noted as 11th August 2014 at 7.30pm.

The meeting closed at 9.45pm.

Signed……Chairman

Dated…….