1. Present.
Cllr Mrs J Lawrey (Chairman), Cllrs. H Leicester, J Verrall

2. In attendance.
Assistant Clerk,

3. Apologies.
Cllr Mrs Ward, Stan Willis (First responder)

4. Approval of minutes of last meeting.
Minutes were approved with no amendments.

5. School House.
SS confirmed that emergency lighting checks were carried out and logged and the log book was shown. The School House chimney was taken down in the summer holidays. Cllr. J Verrall supervised the project, there were very few extras. The other chimneys need work including one which really needs to be removed. SDC planning will need to be spoken to as in conservation area and a budget figure would be needed in the region of £12,000. New heavy duty manhole cover quote accepted and it will be replaced soon.

6. Litter
Clerk had contacted Railtrack and awaited a reply. The bin on the patio and by the cricket nets still to be repaired.

8. Graffiti.
None reported

The specification for the new notice board sent to two contractors. JV recommended a review of all signage/statutory notices on parish council land. Check with KCC, SDC and insurance.

The Committee recommends that overseers check notice boards in their area of responsibility and remove out of date or out of village signs.


12. Defibrillators.
The defibrillators were still waiting for electrics to be connected. No problems to report. Another training event to be arranged for residents.

The next coach trip to Hardelot would be on 11th October and the cost was adults £30 and children free. A visit from Hardelot will take place on 13/14th September with trips to Polhill Garden Centre, Penshurst, Kemsing Well Dressing and tea and cake in St Bart's Church Centre planned.

15. Newsletters.
Newsletter emailed satisfactorily, less than a dozen were still posted.

16. Health Related Issues
A heavy duty hearing loop needed to be purchased for the Club room of the Village Hall. Letter to be sent to OVMH trustees

18. Risk Assessments.
The only outstanding risk assessment is for the allotments. Cllr Verrall had reviewed them and they need to be checked and reviewed on an annual basis.

19. WW1 Commemoration Events
Not aware of any other events taking place

20. Removal of Christmas Tree
The removal of the Christmas tree was discussed and possible replacement. Temporary siting of Christmas lights, possibly solar was also discussed. JV to contact Electrical suppliers

21. Otford Cemetery
Cllr. J Verrall is dealing with Brian Thomas. Letter to be composed by JV to stonemasons

22. Remembrance Day Closure
Paperwork had been submitted that day after additional advice from Kent Police and KCC Highways.

23. Stiles over railway at station
Only 1 complaint had been received, stiles were well made and resurfacing was good.

24. Correspondence
Nil
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