

OTFORD	Parish Clerk:	The School House
PARISH	Sharon Palmer	21 High Street
COUNCIL	01959 524808	Otford Sevenoaks
	Email: clerk@otfordpc.co.uk	Kent TN14 5PG

Minutes of the 7th Meeting of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 11 July 2016 at 7.30pm

Present: Cllrs J Edwards-Winsor (in the Chair)
 P Clucas
 M Evans
 N Fothergill
 J Lawrey
 I Roy
 N Rushby
 J Verrall
 M Whitehead

In attendance – Clerk. One member of the public.

Cllr Edwards-Winsor welcomed everyone to the Meeting.

Public Forum

No items were raised in the Public Forum.

Action

1. **APOLOGIES FOR ABSENCE**
 Cllrs J Howe and H Leicester.
2. **DECLARATIONS OF INTEREST NOT PREVIOUSLY DECLARED**
 None.
3. **MINUTES OF PREVIOUS MEETING**
 The minutes of the meeting held on 13 June 2016 were approved and signed as an accurate record of the meeting following a correction to the spelling of Cllr Lawrey’s surname.
4. **MATTERS ARISING**
 Actions from previous meetings:
 It was agreed that the post of Deputy Chairman did not need to be filled and Councillors agreed that they would support the Chairman as needed.
 - 4.1 Noticeboard detailing the history of the pond. This is still awaited. Cllr Clucas will action this item with the assistance of Mr R Shelton. 7/15 PC/RS Continuing
 - 4.2 Damp in the School House. 3/15 (a) Continuing
 Councillor Verrall has met with the contractor and work on the chimneys and roof of the Parish Council Office is scheduled to start at the end of August. The attic will be cleared at the same time.
 - 4.3 The identification of Service pipes on The Green. A response is awaited for water and phone services. 6.14 Clerk Continuing
 - 4.4 The Scouts have painted the area of the fence that was subject to planning permission. The Clerk will write and ask if the rest of the fence can also be painted as the bit that has been looks much better. The Clerk will suggest the Scouts apply for a grant from the Parish Council, the Fete Committee and/or the Otford Society to help with the costs. 22/16 Clerk Continuing.

5. COUNCILLORS REPORTS

- 5.1 Cllr Roy advised that trees in Palace Field are overhanging the footpath and the grass is very long. The Clerk will advise Mr Thomas. 23/16 Clerk
- 5.2 It was commented that the new planter on the island is looking very good. The surface of the island is not in a good condition but the Parish Council is aware that KCC is unlikely to repair this.
- 5.3 Parking in Station Road will be monitored, especially when the yellow lines in Sevenoaks Road have been painted.
- 5.4 Cllr Clucas reported that the exit onto the main road from the track leading to the Scout Hut is quite dangerous, especially when cars turning left 'cut the corner' as pedestrians are often on this corner waiting to cross. It was suggested that a post is installed to stop cars coming too close to pedestrians. The Clerk will write to KCC and suggest this is looked into. 24/16 Clerk
- 5.5 There is a public consultation regarding parking in Bubblestone Road.
- 5.6 There is an area of road on the Russel House side of Station Road near the bus stop that has sunk. The Clerk will report this to KCC. 25/16 Clerk

6. DISTRICT COUNCILLOR'S REPORT

- 6.1 Sevenoaks District Council – Call for Sites.
Two sites have been posted to be withdrawn from the proposal. SDC is waiting to receive letters from the landowners requesting the withdrawal. One of these sites is owned by Conway at Vestry Road. The other site is at the back of Knighton Road which is owned by the Residents Association.
- 6.2 M26 east facing slips. Cllr J Edwards-Winsler attended a meeting to discuss the business case report. The report has gone back to the authors to be reworked.
- 6.3 Palace Tower. Cllr Edwards-Winsler, Cllr Verrall and Mr Shelton attended a meeting at SDC. Historic England has given SDC a grant of £135,000 to continue work on the tower but only work that is considered a legal requirement to maintain the tower will be undertaken. Most of the work will concentrate on replacing any remaining cement with a lime and mortar mix. This is conservation work only and work will start in March 2017. The work is subject to a tender process which will take time to prepare. £14,000 has been put aside to carry out an Options Appraisal. This report assesses the Tower and makes recommendations for the future.
In the future the Tower must be self-sustaining and a future transfer of the asset from SDC to the community will also be considered.

7. KENT COUNTY COUNCILLOR'S REPORTS - Cllr Nick Chard

- 7.1 No report was received from the County Councillor.

8. CHAIRMAN'S REPORT

- 8.1 There were no items to report.

9. CORRESPONDENCE

- 9.1 A letter of thanks has been received from the Friends of Otford Medical Practice for the grant given by OPS towards a heart/blood pressure monitor.

10. REPORTS FROM COMMITTEES

10.A Planning

- 10.A.1 The Minutes of the Planning Committee meetings held on 22 June and 6 July 2016 were received and adopted.
- 10.A.2 Cllr Whitehead gave a verbal report. There were no items of concern.
- 10.A.3 No recommendations were made.
- 10.A.4 The Committee noted a copy of the Open Space Summer Magazine from the Open Spaces Society.

10.B Amenities (Highways & Services)

- 10.B.1 No meeting had taken place since the previous Parish Council meeting.
- 10.B.2 There were no recommendations.
- 10.B.3 The Committee noted a copy of the Summer Journal from ICCM.

10.C Finance & General Purposes

- 10.C.1 The Minutes of the F&GP Committee Meeting held on 4 July 2016 were received and adopted.
- 10.C.2 Cllr Edwards-Winsor gave a verbal report.
- 10.C.3 The orders for payments were approved.
- 10.C.4 Members agreed the following recommendation:
That the Council accepts the quotation from Darenth Valley Forge for a new Tractor Shed Security Door. 26/16 Clerk
- 10.C.5 Following an inspection visit to Hale Lane, it was noted that an outside door was delaminating. It appears that a door designed to be on the inside of a house was used as an exterior door. This will be considered for repair/replacement. 27/16 Clerk
- 10.C.6 Members noted that the lease on Hale Lane is due for renewal in 2017.
- 10.C.7 The Clerk will write to OUFC and remind them that the Recharge bill remains unpaid. 28/16 Clerk

10.D Recreation & Environment

- 10.D.1 The Minutes of the Recreation & Environment Meeting held on 27 June 2016 were received and adopted.
- 10.D.2 Cllr Evans gave a verbal report.
- 10.D.3 The planter has been installed on the traffic island outside The Crown and looks very attractive. Mr Shelton waters the planter.
It was noted that the Brownies no longer care for the planter outside the pharmacy. It is hoped another group within the village will take this over.
- 10.D.4 Thanks was given to all the Parish Councillors that turned up to help with the dog poo collection on the Recreation Ground.
- 10.D.5 The paths in Oxenhill Wood have now been cut.
- 10.D.6 A resident has been found who will advise on replanting the bed leading to Palace Field.
- 10.D.7 Maintenance of the pond is being carried out at the weekend.
- 10.D.8 Family Fun Day. This is taking place on 27 July. Councillors are asked to drop in and show support to the organisers. All to Note
- 10.D.9 Following further complaints about the toilets being closed, it was recommended that the Council considers opening the disabled toilet for all during the summer.
Following discussion, it was agreed to keep the toilets only available for the disabled.
- 10.D.10 A copy of the June Newsletter from KCPFA has been received.
- 10.D.11 Work Parties.
Cllr Evans thanked the few people who helped with the work party to clear footpaths. As they were poorly supported, only a small area could be worked on. The area of the level crossing to the station was tidied as was Tudor Drive to the station and Evelyn Road to the level crossing.
Other areas that need attention are the top of Tudor Drive on the left hand side towards the station where vegetation is coming through the railings and also the footpath from the station towards St Bartholomew’s Church.
- 10.D.12 The Community Warden, Paul Robertson, was thanked for helping to clean the graffiti.

11. KALC/NALC/SLCC

11.1 No items were received.

12. DATE OF NEXT MEETING

The date of the next meeting was noted as 8 August 2016.

The meeting closed at 9:40pm

Signed.....Chairman

Date.....