

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 2nd Meeting of Otford Parish Council held in the Club Room, Otford Village Memorial Hall on Monday 13 February 2017 at 7.30pm

Present: Cllrs J Edwards-Winsor (in the Chair)
 P Clucas
 N Fothergill
 J Howe
 J Lawrey
 H Leicester
 I Roy
 N Rushby
 J Verrall

Also Present - 1 Member of the public, Mr Simmons + Guest (for presentation) and District Councillor M Lowe
 In attendance - Clerk.

Cllr Edwards-Winsor welcomed everyone to the Meeting.

Public Forum

Mr Simmons gave a presentation on the Richmond Co-housing Project (an older persons housing scheme).

- | | | Action |
|-----|---|---------------------------------|
| 1. | APOLOGIES FOR ABSENCE
Councillor P Clucas and Councillor N Rushby. | |
| 2. | DECLARATIONS OF INTEREST NOT PREVIOUSLY DECLARED
None. | |
| 3. | MINUTES OF PREVIOUS MEETING
The minutes of the meeting held on 9 January 2017 were approved and signed as an accurate record of the meeting. | |
| 4. | MATTERS ARISING - Actions from previous meetings | |
| 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 | The identification of Service pipes on The Green. A response is awaited for sewage services. | 6/14 Clerk
Continuing |
| 4.3 | Tractor Shed Security Doors / Hale Lane Pavilion / Eric Dilley Pavilion. Licenced keys will be fitted. A key log will be prepared. A survey of the requirements has been carried out and the report is awaited. | 43/16
Clerk/JV
Continuing |
| 4.4 | Following an inspection visit to Hale Lane, it was noted that an outside door was delaminating due to insufficient protection above the doorway. Cllr Verrall will obtain quotations for steel lined exterior doors. | 27/16
Clerk/JV
Continuing |
| 4.5 | Path around the perimeter of the Recreation Ground. It has been confirmed that this project is a suitable subject for use of CIL receipts. The specification has been written and quotes are being sought to see if this project can be taken forward. OSA will be advised. | 53/16
Clerk/JV
Continuing |
| 4.6 | List of Clubs and Societies. Cllr Evans has started this project but is waiting for replies to emails requesting information. | 55/16 ME/IR
Continuing |

- 4.7 It was noted that the footpath from Tudor Drive to Otford Station level crossing is very slippery from the amount of leaves on the surface. This will be reported to KCC. 1/17 Clerk
Continuing
- 4.8 Graffiti. There are two items on the Scout fence. One on the silver area and one on the green. A further item is on the Parish Noticeboard. This will be reported to the Community Warden to see if it can be removed. Completed

5. COUNCILLORS REPORTS

- 5.1 Cllr Clucas reported that a meeting is being held by the KCC Regulation Committee Member Panel on 1 March 2017 to consider the proposed change to the footpath leading to the new bridge over the railway line at Otford Station.
- 5.2 A press release has been issued by Sevenoaks District Council advising that meetings are being held to receive the opinions of residents regarding the future of Otford Palace.

6. DISTRICT COUNCILLOR'S REPORT

- 6.1 District Councillor Lowe reported that 1 in 5 people completed the Housing Needs Survey for SDC. This will provide data at District level.
The over 65s makes up a large proportion of the residents in the district. Of the total housing stock approximately 12% is made up of private rentals which is lower than the national average of 18%.
The results of the survey have raised a number of issues that SDC will try to address in the future. One major problem already identified is the shortage of two bedroom properties the area.
- 6.2 Sevenoaks District Council has issued a press release advising that they have purchased a shop and office complex at 96 High Street, Sevenoaks at a cost of £4.1 million as part of its drive to remain financially self-sufficient. SDC will generate additional income from rentals and the potential to add value in the future.

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 Councillor Edwards-Winser reported that the river gauge under the M26 bridge is now working.
- 8.2 Cycle Path. Cllr Edwards-Winser reported that the request to KCC for the lowering of speed limits from Bubblestone Road to Sainsburys to allow a cycle route to be considered for this route has been refused.
- 8.3 Footpaths in Shoreham Road and Pilgrims Way. KCC Highways has referred this back to the residents as KCC is unable to fund feasibility studies to be undertaken.
- 8.4 Traffic congestion on Station Road, Otford was caused by one inconsiderately parked car close to the area where the road narrows. It is hoped that this is a one-off event.
- 8.5 Councillor Edwards-Winser asked for a Councillor to sit in on the Planning Committee Meeting on Wednesday 15 February. Cllr N Fothergill volunteered.
- 8.6 A small sink hole has been found in the Chalk Pit. This was reported to SDC. The area has been fenced off and SDC engineers are investigating.
- 8.7 The Chairman has been in contact with the Vicar at St Bartholomew's Church. A copy of the report on the condition of the trees and monuments/gravestones has been received. Discussion is taking place over the lease for the toilets. Cllr Edwards-Winser will investigate whether the toilets would be free of Business Rates if returned to the Church. 4/17 JE-W

9. CLERK'S REPORT

- 9.1 A request has been received from the Chairman of the St Bartholomew's Fair Committee to use The Green for the fair on Saturday 17 June 2017. This request was AGREED.

10. CORRESPONDENCE

- 10.1 Family Fun Days. The Clerk has contacted SDC and requested two dates during the summer. SDC has responded that all the dates have been allocated prior to the reply by date issued by SDC and Otford will not be given any dates this year but has been placed on the reserves list. 3/17 Clerk / JE-W Continuing
The Clerk has advised SDC that the letter sent by SDC is misleading and does not indicate that dates are allocated on a 'first come, first served' basis.
Cllr Edwards-Winsor will try to find out if the provider of the Summer Fun Days can be contacted directly.
- 10.2 Complaint concerning the height of Leylandi trees in the village. The Clerk has responded to the resident. Completed
- 10.3 Request for a footpath between Twitton and Otford. The Clerk has responded to the resident. Completed

11. 2017 SCHEDULE OF MEETINGS

Council AGREED the proposed Schedule of Parish Council Meetings for 2017.

12. REPORTS FROM COMMITTEES**12.A Planning**

- 12.A.1 The Minutes of the Planning Committee meetings held on 18 January and 1 February 2017 were received and adopted.
- 12.A.2 Cllr Verrall gave a verbal report and advised that the Committee had supported the revised plans submitted by McDonalds Restaurant.
- 12.A.3 No recommendations were made.

12.B Amenities (Highways & Services)

- 12.B.1 The Minutes of the Amenities Committee meeting held on 23 January 2017 were received and adopted.
- 12.B.2 Cllr Howe gave a verbal report.
- 12.B.3 Cemetery. Quotes are being sought to continue the paths in the cemetery in accordance with the planning permission. 47/16 Clerk/BT
- 12.B.4 There were no recommendations.
- 12.B.5 Members considered a request to support a 20mph speed limit on Pilgrims Way East. Cllr Edwards-Winsor advised that he had spoken with KCC Highways and had been advised that the road was not suitable for a 20phm speed limit. Council AGREED that the it would not support the request.
- 12.B.6 Pickmoss Step. Cllr Edwards-Winsor has approached KCC Highways to see if any options can be considered for ease of movement around this step. KCC advised that there is no safe and practical solution.
- 12.B.7 It was noted that a car has been parked on the High Street beyond the 08:30 restriction which is causing congestion.
- 12.B.8 A request has been received to place a larger 'No Entry' sign outside the parade of shops on Sevenoaks Road. The Clerk will speak to KCC. 5/17 Clerk

12.C Finance & General Purposes

- 12.C.1 The Minutes of the F&GP Committee Meeting held on 6 February 2017 were received and adopted.
- 12.C.2 Cllr Edwards-Winsor gave a verbal report. It was noted that the Parish Council had not put up the precept for the coming year but that the Council Tax rates will increase due to rises from other agencies.
- 12.C.3 The orders for payments were approved.
- 12.C.4 The recommendation to approve the quotation from M J Stevens for the replacement of the Tractor Shed Roof was AGREED.
- 12.C.5 The recommendation to approve the donation of £200 to be given to the Sevenoaks Volunteer Transport Group was AGREED.

12.D Recreation & Environment

- 12.D.1 The Minutes of the Recreation & Environment Committee meeting held on 30 January 2017 were received and adopted.
- 12.D.2 Cllr Fothergill gave a verbal report and advised that work has started to publicise the Clean Up Campaign in March.
- 12.D.3 Lease renewals. The Clerk has forwarded information to Cllr Rushby on lease preparation. 46/16
Clerk/NR/JV
Continuing
- 12.D.4 Fencing beside the mower shed. Members were asked to approve the revised quotation for fencing this area. Council AGREED the revised quoted. 38/16
Completed
- 12.D.5 New dog poo bins. The Clerk will speak to SDC about installing a new dog poo bin by the Parish Council noticeboard at the entrance to the footpath in Bubblestone Road. Care will be taken to ensure this is not place on the driveway for the new build in this location. 54/16
Clerk/JE-W
Continuing
The second bin will be placed by the black SDC litter bin by the entrance to Frog Farm opposite the entrance to Telston Lane.
- 12.D.6 Request for a single rail fence alongside the football pitch at the Eric Dilley Pavilion. Members agreed to consider the request at the March PC meeting. Cllr Rushby pointed out that the request must come from OIJFC as they are the Leaseholders. The Clerk will advise OSA. 6/17 Clerk
- 12.D.7 The recommendation to purchase a green Frog Bin for the play area was APPROVED.
- 12.D.8 The recommendation to accept a quote for tree work in the Chalk Pit from Tree Ability was APPROVED.
- 12.D.9 The recommendation to accept a quote for tree work in the Chalk Pit from Ross Robinson was APPROVED, subject to SDC consenting to the work being carried out.
- 12.D.10 The recommendation to take part in the Keep Britain Tidy Spring Clean Event 3-5 March 2017 was APPROVED.

13. KALC/NALC/SLCC

There were no items to note.

14. DATE OF NEXT MEETING

The date of the next meeting was noted as 13 March 2017.

The meeting closed at 9:40pm

Signed.....Chairman

Date.....