

**Otford Parish Council**  
**The School House, 21 High Street, Otford, Kent, TN14 5PG**

Tuesday 8th December

To Members of the Council

You are hereby summoned to attend the 12<sup>th</sup> meeting of 2015 of Otford Parish Council at Otford Village Memorial Hall on Monday 14<sup>th</sup> December at 7.30pm for the purpose of transacting the following business

..... Clerk to the Council

Members of the public and press are warmly invited to attend

There will be a 10 minute Public Forum before the meeting and further representations from the public at the Chairman's discretion during the meeting

AGENDA

1. Apologies for absence.
2. Declarations of Interest not previously declared
3. To receive, approve and sign the minutes of the full Council Meeting held 9<sup>th</sup> November 2015
4. Matters arising from the last minutes.
5. Councillors reports
6. District Councillors report
7. Kent County Councillors report
8. Chairman's Report
9. Consultations
10. **To approve 2016 Schedule of Meetings**
11. Reports from Committees

A. Finance & General Purposes

- a. To receive the report of the F&GP Committee meeting held 4.1.16
- b. To receive the Chairman's report
- c. The Committee recommends that the Council reverts to the Grant Procedure adopted in 2011 (**OPC to approve**).

- d. The Committee recommends a one off grant payment to SDC to cover the hire of the hall for a Falls Prevention Class **(OPC to approve)**
- e. The Committee recommends that OPC give a donation of £1000 to OVMH to help with toilet cleaning costs from Dec 2015 to April 2016 **(OPC to approve)**.
- f. The Committee recommends that OPC consider converting the disabled toilet into a multi-use toilet and leave the Ladies and Gents Toilets closed **(OPC to consider)**
- g. The Committee recommends that OPC agrees to the Landscape Services quotation for a minimum grass cutting requirement **(OPC to approve)**
- h. To approve orders for payment (circulated).

#### B. Planning

- a. To receive the report of the Planning Committee meetings held 11.11.15, 25.11.15 & 9.12.15
- b. To receive the Chairman's report
- c. To receive and agree any recommendations

#### C. Environment & Recreation

- a. To receive the report of the Environment & Recreation Committee meeting held 30.11.15
- b. To receive the Chairman's report
- c. To receive and agree any recommendations
- d. Copy from CPRE of Countryside Voice Magazine Winter 2015 (Committee to note).
- e. Copy from Kent Wildlife Trusts of Wild Kent Magazine Winter 2015/16 (Committee to note).

#### D. Amenities (Highways & Services)

- a. To receive the report of the Amenities Committee meeting held 23.11.15
- b. To receive the Chairman's report
- c. The Committee recommends that the Public Toilets be closed over the winter and reopen in April 2016 **(OPC to consider)**.
- d. Copy from ICCM of The Journal Winter 2015 (Committee to note).

#### KALC/NALC/SLCC

- a. E-mail from KALC re National developments and meetings
- b. Copy from NALC of DIS Extra issue 872
- c. E-mail from KALC re KFRS Information Update
- d. Copy from NALC of Legal Topic Note re Byelaws (England)
- e. Copy from NALC of Legal Topic Note re Control of Dogs

12. To note date of next meeting as 11.1.16 at 7.30pm