

**Agenda for Meeting of the Services Committee on Monday 26
January 2015 at 10am**

- 1 Welcome and apologies
- 2 Public Forum
- 3 Approval of minutes of the last meeting
- 4 Matters arising
- 5 Declarations of interest
- 6 School House – to discuss progress on removal of 2nd chimney, damp on wall of upstairs room, painting of building outside, to confirm replacement of heavy duty manhole cover and receipt of quotation for completion of paving in front garden
- 7 Public Toilets – to discuss further action
- 8 Emergency Plan – to confirm circulation
- 9 Litter – to receive an update on bin base on Village Hall patio and to confirm Otford Society village clean-up day
- 10 Dog fouling – to receive an update
- 11 Graffiti – to receive an update
- 12 Noticeboards – to discuss progress
- 13 To receive an update on review of all signage/statutory notices on Parish Council land conducted by Assistant Clerk (having checked with KCC, SDC and insurance)
- 14 Defibrillators – to receive an update and to confirm date for another training event in Otford
- 15 Twinning – to receive an update
- 16 Newsletters – to confirm numbers to be posted in January, to discuss mechanism for new residents to receive them by email and to confirm asking in February Newsletter whether they are required in alternative formats
- 17 Otford Cemetery – to receive an update, with reference to excess water and ditch clearing and to confirm checking on Contractors' compliance
- 18 Bridge over railway by Station – to discuss latest ideas
- 19 Correspondence
- 20 Date of next meeting