

**Agenda for Meeting of the Services Committee on Monday 23
March 2015 at 10am**

**There will be a working party after the meeting at 11.30am
(extra volunteers welcome)**

- 1 Welcome and apologies
- 2 Approval of minutes of the last meeting
- 3 Matters arising
- 4 Declarations of interest
- 5 School House – to discuss progress on eliminating damp on wall of upstairs room, work on paving in front garden, access over front step to Heritage Centre
- 6 To see and discuss Key register
- 7 Public Toilets – to discuss further action
- 8 Litter – to receive an update on bin base on Village Hall patio and to confirm Otford Society village clean-up day
- 9 Dog fouling – to receive an update
- 10 Graffiti – to receive an update
- 11 Noticeboards – to discuss progress
- 12 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)
- 13 Defibrillators – to receive an update and to confirm date for another training event in Otford
- 14 Twinning – to receive an update
- 15 Newsletters – to discuss content, alternative formats and circulation
- 16 Otford Cemetery – to receive an update, with reference to excess water and ditch clearing and to confirm checking on Contractors' compliance
- 17 Solar system – to discuss permanent marking of orbits
- 18 Bridge over railway by Station – to receive update
- 19 Kent Library Consultation – to discuss
- 20 Arriva Bus 403 – to receive update information
- 20 Correspondence
- 21 Date of next meeting