

**OTFORD
PARISH
COUNCIL**

Parish Clerk:
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The School House
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MINUTES of a MEETING of OPC AMENITIES COMMITTEE

at The School House on 23 May 2016 from 7:30pm

Present: Cllr J Howe (in the Chair)
Cllrs J Edwards-Winser and Cllr I Roy

Also Present: Mrs S Palmer, Clerk

Public Forum. No members of the public were present.

1. Election of a Chairman. RESOLVED that Cllr J Howe is Chairman for the forthcoming year.
2. Election of a Deputy Chairman. RESOLVED that Cllr N Rushby is Deputy Chairman for the forthcoming year.
3. Apologies for Absence – Cllr H Leicester, Cllr N Rushby and Cllr M Whitehead.
4. Declarations of Interest – None.
5. The Minutes of the previous meeting held on 4 April 2016 were signed as an accurate record.
6. **Matters arising** from the previous meeting not covered elsewhere on the agenda - None.
7. **School House.**
- 7.1 School House Roof.
The planning application has been refused by Sevenoaks District Council. The Chimney will now have to be rebuilt. Building contractors are being invited to quote according to a detailed specification. Completed
- 7.2 The Clerk has been asked to look into the work that needs to be done to both the inside and outside of the building to improve the state of repair. 23/16 Clerk
8. **Bus Shelter**
This was considered at a full OPC Council Meeting and passed to the Amenities Committee for further discussion.
Members considered replacing the bus shelter on Sevenoaks Road. During the discussion it was noted that the prevailing wind was from the west which would blow straight into the shelter and in bad weather could cause the shelter to blow over again. It was further noted that to install the shelter would require large holes to be dug in the concrete base plate that is already in-situ. It was AGREED that this would not be replaced at the present time in this location.

Note: At this time Cllr Howe asked that the remainder of the recent legacy given to the Parish Council is ring-fenced within the Reserves. Clerk will arrange
9. **Litter/Dog Fouling/Graffiti on Roads & Pavements.**
- 9.1 It was AGREED that a stencil will be purchased and a chalk spray to enable dog fouling notices to be applied to hard surfaces. These are temporary signs and will wash off within a few weeks. 24/16 Clerk
- 9.2 Graffiti. Graffiti on a fence beside the footpath leading from Tudor Drive to Kemsing has been noted and reported to the Community Warden. The Warden will be asked to request permission from the owners to try and clean it off. 16/16 Continuing Clerk/Warden

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| 10. | Signage/Statutory Notices | |
| 10.1 | Cllr Lawrey will be asked to clarify which notices are of concern and what records are required. | 5/16 Asst Clerk
Continuing |
| 11. | Otford Cemetery | |
| 11.2 | The notices have been erected displaying the car park regulations. Britannia is patrolling the car park. | Completed |
| 12 | Information on car crashes and observed potentially dangerous incidents.
No significant incidents were reported. | |
| 13. | Car Parking in the village – to receive an update. | |
| 13.1 | Lorries are still parking in Hale Lane car park overnight. The PCSO is aware. The owners or drivers will be advised not to park blocking access or on the grass so that the grass can be cut and maintenance carried out. | 19/16
Continuing
Warden |
| 14. | Road signs. The sign on the Sevenoaks Road, close to Sainsbury's roundabout stating 'Welcome to Otford' is badly faded. Cllr Edwards-Winser will find out who has responsibility for the sign. | 25/16 J-EW |
| 15. | Road safety – to receive an update. | |
| 15a. | Reports to KCC continue concerning water flowing in the road at the Rye Lane junction. The initial work undertaken at this location has not resolved the problem. | 12/16
Continuing
JE-W / KCC |
| 15b | A further request has been made to KCC to refresh the zebra crossing outside the car park as the lines are fading. | 20/16
Continuing
Clerk / KCC |
| 15.c | School Buses. Members noted a petition is being prepared by residents to be handed into the next Joint Transportation Board meeting. | |
| 15.d | On 31 st April a car lost control on the Shoreham Road and demolished a large section of fencing. The driver did not stay at the scene and left, leaving behind significant sections of glass and bodywork including the windscreen and rear wing. The police were informed. | |
| 16. | Speedwatch / Lorrywatch – to receive an update. | |
| 16.1 | European Speed Marathon Campaign. OPC ran a very successful speedwatch day with several speeding vehicle details reported to the police. | 21/16
Completed |
| 17. | Other Matters/Correspondence | |
| 17.1 | Cllr Leicester raised the issue of overhanging hedges. This will be monitored and if necessary the Clerk will write to individual residents and ask them to trim the hedge. | |
| 17.2 | An overhanging tree at The Green has been trimmed back. | Completed |
| 18. | Date of Next Meeting – Monday 18 July 2016 at 7:30pm.

The meeting closed at 9:10pm. | |