



WESTERHAM TOWN COUNCIL

Minutes of the Council Meeting held on Monday 13th October 2014 at 7.30pm in Russell House, Market Square, Westerham

Present:	Councillors:	Mr P Ashley (PA), Mr E Boyle (EB), Mr R Buckley (RB), Mr D Le Breton (DIB), Mrs H Marsh, Mr N Moore (NM), Mrs H Ogden (HO), Mrs L Rodgers (LR)
In attendance:	Clerk:	Mrs A Howells (AH) Ms S MacKay – KCC Community Warden Supervisor Mr S Grange – KCC Community Warden - Westerham Four members of the public

Item		Action
	In the absence of the Chairman, it was proposed by Cllr Boyle and seconded by Cllr Moore that Cllr Le Breton, as the longest serving Cllr take the Chair.	
1.	Election of a Vice-Chairman Cllr Rodgers proposed that Cllr Ogden be appointed Vice-Chairman of Westerham Town Council for the remainder of 2014/15; this was seconded by Cllr Ashley. There were no other nominations. Voting: Unanimous Cllr Ogden read the Declaration of Acceptance of Office to the meeting and signed it. Cllr Ogden took the Chair and thanked Cllr Le Breton for opening the meeting. Cllr Ogden paid tribute to Mr John Bryant who had recently resigned as a Counciller after 11 years. Mr Bryant had worked tirelarshy on babalt of	
	Councillor after 11 years. Mr Bryant had worked tirelessly on behalf of Westerham and built up many relationships with other partnership agencies outside Westerham, he would be very hard to replace. It was agreed to send a letter to Mr Bryant thanking him for his time on WTC.	АН
2.	Apologies for Absence Apologies were received and accepted from Cllrs Hanson, McCormick, Wesley and Wilkie - Holiday	
3.	Declarations of Interest not previously declared Cllr Moore – Planning Minutes 09.10.14 - p74 item 4	
4.	Minutes of the Council Meeting on 14 th July 2014 It was resolved to approve and sign the minutes of the meeting held on 14 th July 2014.	

5.	Information items arising from the minutes of the previous meeting not dealt	
5.	with elsewhere on the agenda	
	p35 5.8 Jobs Fair – The Clerk reported that the date for the Jobs Fair had	
	changed from 6 th November to 14 th November, at Westerham Hall.	
	p36 5.8 Food Bank – Cllr Ogden reported that the start date was the last week	
	in November.	
	p36 5.9 Lighting – The Clerk reported that the tree had been cut down, so the	
	light should now be clear of foliage.	
	p36 Financial Regulations – The Clerk would send a copy of the final Financial	
	Regulations to all Clirs.	AH
	p37 Library – The letter received from Mr Gough did not answer the questions	
	raised. KCC had not made a decision regarding Library provision yet. It was	
		AH
	agreed to raise the response with KCC Cllr Parry.	
6.	To receive and consider the following Minutes of Committee:	
0.	Clir Ashley presented the minutes:	
	6.1 Planning and Development – 17.07.14	
	Members of the Planning Committee approved the Minutes.	
	Resolved : that the minutes be adopted.	
	6.2 Planning and Development – 31.07.14	
	Resolved : that the minutes be adopted.	
	6.3 <u>Planning and Development – 14.08.14</u>	
	p46 Covers Sandpit – An extension had been granted until 31 st October 2015.	
	Resolved: that the minutes be adopted.	
	6.4 Planning and Development – 28.08.14	
	Resolved: that the minutes be adopted.	
	6.5 Planning and Development – 11.09.14	
	Resolved : that the minutes be adopted.	
	6.6 Planning and Development – 25.09.14	
	p70 Coakham Farm – An additional comment had been made regarding lorry	
	movements on rural lanes.	
	Resolved: that the minutes be adopted.	
	6.7 Planning and Development – 09.10.14	
	p74 15 Sandy Lane- The Clerk reported that SDC Enforcement and Legal	
	Officer had attended the site and work had been stopped while the boundary	
	issue was sorted out. WTC would be kept up to date on the progress of the	
	complaints.	AH
	p75 Gatwick Co-ordination Group – Cllr Ashley read out the correspondence	
	and following discussion it was agreed to include the information in the Gazette	
	if appropriate and inform the Group of the action taken.	
	Members of the Planning Committee approved the Minutes.	
	Resolved: that the minutes be adopted.	
	6.8 Finance and General Purposes – 01.09.14	
	Clir Ashley presented the minutes.	
	p51 4 Beggars Lane trees – Cllr Le Breton thanked F&GP for arranging this work	
	which had been completed.	
	p51 5.3 Air Ambulance Grant – Following discussion it was agreed to make a	
	grant of £250 to the Air Ambulance as recommended by F&GP.	
	Resolved: To make a grant of $\pounds 250$ to the Air Ambulance.	
	The Minutes to be approved at the next F&GP meeting.	
		77

 Resolved: that the minutes be received.	
6.9 <u>Allotment, Playing Fields and Open Spaces – 08.09.14</u>	
Cllr Marsh presented the minutes.	
p56 6.5 Allotment Rent Review – It had been agreed to remove the concession	
for pensioners over a three year period; rents would be frozen in 2014/15, the concession would be reduced to 25% in 2015/16 and the concession would be	
removed altogether in 2016/17.	
p56 7 KGF – The Clerk reported that there had been two incidents of criminal	
damage on the Field, the new cement path had been damaged and	
newspaper set fire underneath a picnic bench. Both had been reported to the Police.	
p57 8 Open Spaces – Concern had been expressed regarding maintaining	
open spaces such as Beggars Lane roundabout, the path from the Darenth car park and weed killing around the Town. It was unlikely that APFOS could	
achieve this without increasing the budget. Following discussion Cllrs felt these	
areas did need attention and it was likely that this would impact on the budget.	
Cllr Ashley queried the length of the meeting and all Cllrs felt APFOS meetings	
were too long. The Committee members would endeavor to finish meetings	
earlier in the future.	
The minutes would be approved at the next APFOS meeting.	
Resolved: that the minutes be received.	
6.10 Youth and Community – 15.09.14	
Cllr Moore presented the minutes.	
p62 Youth Services – KCC were again restructuring their youth services.	
Westerham was receiving very good service from the KCC Detached Youth Work team.	
p63 5.2 Youth Services – the meeting between members of the Committee and	
Playplace to put the reporting of Youth Club activity on a more structured basis	
would take place shortly.	АН
p64 8 Defibrillator – A defibrillator demonstration was taking place on Tuesday	AII
14 th October in the council offices.	
P65 15 SDC Draft Economic Development Strategy – Cllr Boyle had responded	
on behalf of WTC.	
Members of the Committee approved the minutes.	
Resolved: that the minutes be adopted.	
6.11 <u>Highways and Lighting – 23.06.14</u>	
Cllr Moore presented the minutes.	
p66 5.3 Speed Watch – Volunteers were still needed. Members of the Committee approved the minutes.	
Resolved: that the minutes be adopted.	
Re-allocation of Cllr responsibilities	
Cllr Ogden reported that Cllr Bryant had attended a number of meetings, Y&C	
were also down on Cllrs due to Cllr McCormick's six month sabbatical and	
therefore these responsibilities could not be fulfilled. The suggestion was made	
to attend the Edenbridge Warden meeting and the HAT, Edenbridge	
Partnership and Tourism meeting be attended if needed, following discussion	АН
this was agreed. The Clerk to inform ETC.	7 11 1
Crockham Hill War Memorial Playing Fields Trust	
The Minutes from the meeting held on 30 th September were noted. This meeting	

	had taken place at Crockham Hill Field and all attendees felt this greatly improved the meeting.	
9.	Finance 9.1 Cheque List to 30 th September 2014 Cllr Ashley reported he had nothing to bring to Council's attention. 9.2 Committee Accounts to 30 th September 2014 There were no queries on the accounts. 9.3 UK Power Network Power of Giving Fund	
	This was noted. 9.4 <u>Manhole covers on The Green</u> A quote had been circulated to supply and install lockable access covers to the two manhole covers on The Green for £520. Currently the manhole covers were not locked and access was available to the electrics in each box. Following discussion it was agreed to replace these as soon as possible on Health and Safety grounds and this would be paid from the Property	АН
	Maintenance Reserve. 9.5 <u>WTP request for a socket in the Wolfe Statue manhole</u> A request had been circulated from the WTP for a socket in the manhole near to the Wolfe Statue at a cost of £412.86 of which the Town Partnership proposed a 50% contribution from the Council. Following lengthy discussion, due to the late notice for this request, this was agreed by a vote of $5 - 2$. It was also agreed to send a letter to WTP stating that such requests for items that had not been budgeted for would not necessarily be agreed. 9.6 <u>SLCC subscription 2015</u> This was agreed at a cost of £207.	АН
10.	Draft Schedule of Meetings 2015 A draft schedule of meetings for 2015 had been circulated and was agreed. Following discussion the 15 th April for the Annual Town meeting was also agreed subject to hall and speaker availability.	АН
11.	<u>Consultations</u> 11.1 <u>KCC Community Warden Service</u> The consultation had been circulated and the KCC Community Warden Supervisor Ms MacKay had spoken about the consultation in the Open Session. Following lengthy discussion it was felt the current Warden Steve Grange was a big asset to Westerham. It was agreed Cllr Ogden and the Clerk would draft a response to be circulated for comments and then submitted. The consultation had been circulated in the community and it was hoped many people from Westerham would respond.	НО/АН
12.	Correspondence 12.1 Crockham Hill Road closure -1 st November 2014 was noted. 12.2 Citizens Advice Bureau Annual Report & Accounts 2014 was noted. 12.3 Westerham road closure – 9 th November was noted.	
13.	<u>Reports from Councillors on relevant activities</u> Cllr Moore reported that there had been a recent issue on the cut through path from Madan Road onto KGF and then the fields. Residents using the edge of the field were informed that they were trespassing. This path had been used for	79

	I ve are by regidents but on this accession dependency work was taking place in the	
	years by residents but on this occasion dangerous work was taking place in the field. Following consultation with the landowner it had been agreed that this path was able to be used by residents as long as no dangerous work was being undertaken. A letter to this effect had been placed on Face-book and near to the path and it was agreed to put this in the Gazette and on notice boards with permission from the landowner. It was agreed that any future issues from this path would be covered on the Y&C agenda. Cllr Marsh reported that she had attended the Allotment Prize giving and this had been an enjoyable event. She had also attended a KALC Planning training module which she had found really useful.	
	Cllrs Le Breton, Ogden, Rodgers and the Clerk and Assistant Clerk had also attended this training.	
	Cllr Ogden reported that she and Cllr Wesley and the Clerk had hosted a meeting with SDC Leader Mr P Fleming and the Chief Executive Dr P Ramewal. SDC meet regularly with the other Town Councils and this was the first meeting with WTC. The agenda included funding for the Darenth car park overflow,	
	devolved services and 2015/16 Town and Parish Council Support Grant. The minutes would be circulated to all Cllrs when available.	AH
14.	Westerham and Brasted Gazette & Web-site News items needed to be included on the web site.	
15.	Matters for District and County Councillors Gatwick, A25 junction with Goodley Stock Road, Lollypop operative	
16.	Further matters for consideration at the next meeting None	
17.	Date of next meeting Monday 8 th December 2014	
17.		
17.	Monday 8th December 2014 Part 2 Pursuant to Section 1 (2) of the Public Bodies (admission meetings) Act 1960. The Public be excluded from the meeting during consideration of the under mentioned item on the grounds that publicity would be prejudicial to the public	

The meeting was concluded at 10.25 pm

Minutes confirmed as a correct record:

Chairman