



## **DUNTON GREEN PARISH COUNCIL**

Dunton Green Pavilion • Recreation Ground • London Road

Dunton Green • Sevenoaks • Kent • TN13 2UR

Tel: 01732 462966 • email: clerk@duntongreenpc.org.uk

Chairman: Cllr F. England • Clerk to the Parish Council: Tracy Godden

### **To members of the Council**

**You are hereby summoned to attend a meeting of Dunton Green Parish Council at Dunton Green Pavilion on Tuesday 14<sup>th</sup> May 2024 at 7.30pm for the purpose of transacting the following business.**

#### **00. PUBLIC SESSION**

To enable any members of the public present to draw the attention of the Parish Council to any pre-advised matter, at the discretion of the Chairman.

#### **01. ELECTION: CHAIRMAN**

The Council is requested to elect a member as Chairman of the Parish Council

#### **02. DECLARATION OF ACCEPTANCE OF OFFICE**

The Chairman is requested sign a declaration of acceptance of this office.

#### **03. PRESENT / APOLOGIES**

To receive and accept apologies for absence.

#### **04. ELECTIONS: VICE CHAIRMAN / COMMITTEES / REPRESENTATIVES**

The Council is requested to elect members to the following positions:

##### **41 Vice-Chairman**

The Vice-Chairman is requested sign a declaration of acceptance of this office.

The Council is requested to consider the appointment of the following committees and, if appropriate, to elect members to the following committees:

##### **4.2 Finance & General Purposes Committee**

##### **4.3 Planning & Development Committee**

The Council is requested to elect members to the following positions:

##### **4.4 Councillor responsible for Allotments**

The Council is requested to consider the validity of the following positions on outside bodies and, if appropriate, to elect members to the following positions:

##### **4.5 KALC Representative(s)**

##### **4.6 Representative on Village Hall Management Committee**

##### **4.7 Representative on Donnington Hall Management Committee**

#### **05. MINUTES OF THE COUNCIL**

To approve the minutes of the meeting held on Tuesday 9<sup>th</sup> April 2024 and, if in order, to sign as a true and accurate record.

#### **06. REQUESTS FOR DISPENSATIONS**

To consider written requests from Members which have previously been submitted to the Clerk to enable

participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest (Localism Act 2011 s.31 & s.33).

## **07. DECLARATIONS OF INTEREST IN AGENDA ITEMS**

Members are requested to ensure that declarations of interest are made orally. Members are reminded that if an interest comes to light during the meeting it must be declared at that time and if the member considers it to be prejudicial then he or she **MUST** leave the 'room'. Members are reminded that they have a duty to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

## **08. GENERAL ADMINISTRATION**

**8.1 To receive updates from Kent County and Sevenoaks District Councillors**

**8.2 Policies: Review of existing policies**

- 8.2a Communications Policy
- 8.2b Social Media & Electronic Communication Policy
- 8.2c CCTV Policy
- 8.2d Document Retention Policy
- 8.2e Training & Development Policy
- 8.2f Publication Scheme (Freedom of Information)

**8.3 Policies: To consider new policies**

- 8.3a Vexatious Policy

**8.4 Learning Opportunities (Cllr & Staff): to consider what has been undertaken, booked and is available**

## **09. DGPC REPRESENTATIVES – EXTERNAL BODIES**

**9.1 To consider feedback from any meetings attended by DGPC's representatives on external bodies and to note any meetings due to be attended**

## **10. CLERK'S REPORT To receive the Clerk's report**

## **11. COMMUNITY DEVELOPMENT & SAFETY**

**11.1 Anti-Social Behaviour – to note or consider any issues brought to the attention of the Parish Council and to consider how best to encourage reporting of incidents direct to the Police**

**11.2 DGPC funded Community Activities: to note updates regarding youth and senior activities and to consider a quotation for sessions for summer 2024**

## **12. FINANCE**

**12.1 To receive a Bank Reconciliation (to the end of the previous month) and to acknowledge balance statement values have been verified.**

## **13. ACCOUNTS FOR PAYMENT**

**13.1 List of payments for approval**

To resolve to note expenditure for April and May to date and to approve items for payment in May. A list of cheques, Bank transfers and direct debits (with supporting documentation) is provided and is to be signed off by two councillors.

## **14. PLANNING**

**14.1 CURRENT PLANNING To consider the applications and to resolve to agree recommendations.**

**14.1a Planning Application 24/00491/HOUSE**

Location: 21 Kingswood Road

Development: Front extension to form bathroom

#### 14.1b Planning Application 24/00721/HOUSE

Location: 12 Barretts Road

Development: Single storey rear and side extension with rooflights and roof lantern

#### 14.1c Planning Application 24/00932/HOUSE

Location: Midway London Road

Development: Increase ridge height to accommodate room in the roof with gable to rear and single storey extension to front recess

Any planning applications received between 08/05/24 & 14/05/24 will also be considered.

### 14.2 PLANNING NOTIFICATIONS To note the decisions from SDC or the Planning Inspectorate.

#### 14.2a Planning Application 24/01028/WTPO

Location: Donnington House 65 London Road

Development: T1 Common Beech – Two low laterals overextended and encroaching over office room to reduce back to sufficient growth points approximately 1m from boundary fence. Remaining side canopy to selectively reduce over extended branches by 2m reducing overhang on office. All cuts to suitable growth points leaving natural shape.

#### **APPLICATION FOR INFORMATION ONLY**

#### 14.2a Planning Application 24/00170/FUL

Location: 20 London Road

Development: Construction of a rear single storey extension and installation of condenser units

#### **PLANNING PERMISSION GRANTED**

Any planning notifications received between 08/05/24 & 14/05/24 will also be considered.

### 14.3 LOCAL PLAN: to note important SDC meeting dates in relation to the next stage of consultation

### 14.4 HOUSING NEEDS SURVEY: to note potential timings for a new survey

14.4 24/00168/BRCN – Flavours of India 114 London Road: to note feedback from SDC in relation to a possible planning breach (change of use to restaurant)

14.5 Community Infrastructure Levy (CIL) Receipt – to note receipt of £3100 in relation to 41 Lennard Road

## 15. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

15.1 Village Green noticeboard – to note status of replacement and discuss installation

15.2 Recreation Ground Inspection and Damage – to note replacement of basketball hoop

## 16. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

16.1 To note telecoms works undertaken on DGPC land (village green) on 26<sup>th</sup> April

16.2 National Highways – National Emergency Area Retrofit programme: to note dates for works on M25 (including full road closure)

16.3 Traffic Count Station Road (KCC) – to note results of a recent traffic count

## 17. EVENTS

17.1 DGPC Events: to note/consider feedback/updates/requirements:

17.1a Annual Fireworks Event Saturday 28<sup>th</sup> September 2024: to note status of arrangements

17.1b Christmas Lighting Project: to note update on progress and consider proposals

17.2 Non-DGPC Events: to note

17.2a SDC Family Fun Day: Wednesday 31<sup>st</sup> July (10.30am to 1.30pm)

## 18. CORRESPONDENCE & COMMUNICATIONS

### 18.1 To consider or note correspondence received since the March 2024 meeting

18.1a Darent River Preservation Society [Email] – Invitation to meeting 20/05 ‘Life on a riverbank near you’

18.1b Kent Wildlife Trust [Email] – Protect Polhill campaign

18.1c KALC [Email] – KALC News May 2024

Any correspondence received between 08/05/24 & 14/05/24.

18.2 Dunton Green News (newsletter): to note expected delivery timings for Summer 2024 edition and provide updates with regard to article writing

## 19. CO-OPTION

To co-opt additional members of the Council if applications have been submitted for the current vacancy (and applicants have attended a meeting).

## 20. DATE OF NEXT MEETING

20.1 Scheduled: June 11<sup>th</sup>, 2024 (7.30pm)

## 21. PUBLIC SESSION

To enable any members of the public present to draw the attention of the Parish Council to any pre-advised matter, at the discretion of the Chairman.

*Tracy Godden*

Tracy Godden Clerk to Dunton Green Parish Council

Wednesday 8<sup>th</sup> May 2024

[www.duntongreen.pc.org.uk](http://www.duntongreen.pc.org.uk)