

## MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 8<sup>th</sup> November 2022 at 7.30pm

### 00. PUBLIC SESSION

Cllr. Bayley (SDC) advised that SDC is looking at safe cycle and pedestrian routes and that refuse collection routes have been revised. Cllr. Bayley informed members that she and Cllr Nick Chard (KCC) had met with KCC Highways and toured Dunton Green. Cllr. Bayley was asked if she could follow up with KCC/the school with regard to leaves which drop from trees on the school site and impact the safety of the pedestrian footways that are adjacent.

### 01. PRESENT / APOLOGIES

Present: Cllrs. England, Hersey, Lockey, Lapham, Gomes-Chodyniewski, Parker, Copeland, Carrol, Norton

Apologies: None

In attendance: Tracy Godden (Clerk), Wendy Jackson (Bookings & Facilities Assistant), Cllr. Bayley (SDC)

### 02. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 11<sup>th</sup> October 2022 as a true and accurate record.

### 03. REQUESTS FOR DISPENSATIONS

None received.

### 04. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Cllr. Lockey – Item 11.5 Land South of M25 Morants Court Road

### 05. GENERAL ADMINISTRATION

#### 5.1 Policies: to consider

##### 5.1a New Policies

##### 5.1ai Dignity at Work policy

It was Resolved to adopt this policy.

**ACTION: CLERK**

##### 5.2a Policy Revisions

##### 5.2ai Meeting Attendance Policy & Guidance

It was Resolved to adopt this policy.

**ACTION: CLERK**

#### 5.2 Training (Cllr & Staff): to note training undertaken/booked and to consider training available

Members to advise the Clerk if they wish to attend any training sessions.

### 06. DGPC REPRESENTATIVES – EXTERNAL BODIES

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

No meetings attended. It was noted that the KALC AGM was scheduled for November and that Cllrs. England and Hersey would attend.

### 07. CLERK'S REPORT

The Clerk's report was received.

### **Community Infrastructure Levy (CIL) REPORT 2021-22**

The Parish Council is required to publish by December 31<sup>st</sup> every year a report detailing CIL receipts and expenditure for the previous financial year. A report has been published on the Parish Council's website in line with that requirement for 2021-22 and SDC has been notified. SDC has also requested confirmation that any funds received in the October 2017 tranche of receipts has been spent. This has been confirmed specifically (although it is evident in the CIL reports). This is because, as per Regulation 59E of the CIL Regulations 2010 (as amended), Sevenoaks District Council as the Charging Authority can ask for the recovery of CIL monies paid if the Council has not spent the money within 5 years of receipt.

### **Correspondence with SDC re what discussions Planning has had regarding development in Dunton Green**

A response had now been received to the letter sent on behalf of DGPC (as per the September minutes). An outline of the steps undertaken in the development of the emerging Local Plan was provided. It was confirmed that officers have had numerous early discussions with developers across the District regarding their land interests and options. These are confidential discussions and until such time as pre-application requests are received, Local Members are not informed. It was reiterated that the current focus of the Local Plan is on existing settlements, optimising density in these locations and that there will be no consideration of Green Belt sites until the second Regulation 18 consultation in 2023.

### **Correspondence with Hirer/landowner re Rent of land/flooding and parking proposal**

A letter had been sent on behalf of DGPC (as per the October minutes). A brief response had been received indicating that the correspondence will be considered on return from holiday.

### **Donations 2022/23**

All donations as agreed at the October meeting have been paid.

### **NALC – Elections 2022 Report**

NALC has published a report analysing data collected from the 2022 local elections. Headlines include the number of councillors elected through contested elections has decreased significantly (38% May 2021 to 22% May 2022); 57% of councils reported vacancies after the elections; and that use of NALC's Make a Change materials could be used more extensively in the run up to local elections. There will be local elections in Sevenoaks in May 2023.

### **Action with Communities in Rural Kent**

The national organisation (Action with Communities in Rural England) has conducted a survey on the impact of energy prices on village halls. As a result, they ACRE are calling for a continuation of support for businesses beyond March 2023, to last as long as energy prices continue to show volatility in the market; a permanent reduction in the VAT payable by village halls on their energy bills; dedicated grant funding for making energy improvements to community buildings and, lastly, financial support for village halls to become Warm Hubs.

Data from ACRE research is currently showing that 1 in 10 halls are likely to close over winter.

### **Local Government Pay Claim 2022/23: Pay Offer accepted**

SLCC & NALC have now received advice that the pay increase for this year has been agreed. The pay offer was for a flat rate payment of £1,925 on each scale point [full time salary] with effect from 1 April 2022.

In addition, the National Joint Council (NJC) has agreed that from 1 April 2023, all employees covered by this National Agreement, regardless of their current leave entitlement or length of service, will receive a permanent increase of one day (pro rata for part-timers) to their annual leave entitlement. This may require, in some organisations, that a local agreement has to be reached in order for the extra day to be applied. The NJC's full expectation is that the additional day's leave will be applied for all NJC staff, regardless of existing local arrangements.

The National Agreement Green book will, with effect from 1 April 2023, be amended to read as follows:

#### **7.2 Annual Leave**

*With effect from 1 April 2023, the minimum paid annual leave entitlement is twenty-three days with a further three days after five years of service.*

In terms of holiday entitlement, DGPC staff are eligible to the NJC minimum annual paid leave entitlement plus bank holidays.

DGPC staff are covered by the National Agreement (as stated in contracts) and, subject to members confirming, the pay increase will be implemented from the December 2022 payroll and will include backdated pay to 1<sup>st</sup> April 2022.

It was Resolved that the new pay scales be implemented (and back dated to 1<sup>st</sup> April 2022) in line with NJC recommendations and that the revised holiday entitlement be honoured.

**ACTION: CLERK**

### **Play Equipment Proposal**

When at the SLCC 50<sup>th</sup> National Conference, the Clerk met with various play equipment suppliers. Of interest, potentially, is a company (Play Innovation) that provides games that can be retrofitted to MUGAs to increase the use and appeal of these facilities. The Clerk is meeting with the supplier in November so that they can view the site and make recommendations. This is something which DGPC could consult residents about and include in the budget for 2023/24 (and, as it qualifies as infrastructure, is a potential use of CIL funds).

It was Agreed that a Proposal should be considered at the December meeting.

**ACTION: CLERK**

### **DGPC May 2023 Meeting, Elections and Bank Holidays**

Ordinarily the May 2023 meeting would take place on Tuesday 9<sup>th</sup> May and the agenda would be issued no later than Wednesday 3<sup>rd</sup> May. Next year there are local elections, and these will take place on Thursday 4<sup>th</sup> May. We also now have an additional Bank Holiday on Monday 8<sup>th</sup> May in celebration of the King's coronation (in addition to the early Spring Bank Holiday on 1<sup>st</sup> May). The agenda summons should be sent to ALL councillors, with the requisite notice and so technically should not be issued until after the election date.

Given the electoral technicalities and the additional bank holiday (which cannot be included in the summons period), the Clerk is proposing that the Annual Meeting of DGPC takes place on the third Tuesday of May 2023, namely Tuesday 16<sup>th</sup> May. Members to consider.

It was Resolved that the May 2023 meeting should be delayed by one week and be held on Tuesday 16<sup>th</sup> May.

**ACTION: CLERK**

## **08. COMMUNITY DEVELOPMENT & SAFETY**

### **8.1 Anti-Social Behaviour – to note or consider any issues brought to the attention of the Parish Council**

It was noted that alcohol test purchases had been carried out locally by the Police due to the issues with broken glass/alcohol bottles at the recreation ground. These were passed successfully. The PCSO will be taking stills to local schools to try to identify youths involved in ASB at the recreation ground.

The Byelaws notice in the recreation ground had been damaged. The Clerk will provide Cllr. Hersey with copies of the byelaws so that the notice can be fixed and reinstated.

**ACTION: CLERK/GH**

### **8.2 DGPC funded Community Activities: to note updates regarding youth and senior activities and to consider any new proposals or initiatives (Including proposal and costs for basketball in 2023)**

It was Resolved that Basketball sessions should resume in April 2023 and that DGPC would fund sessions through to December 2023 (at an approximate cost of £1700 to £1800). This would be included in budget calculations for 2023/24.

**ACTION: CLERK**

## **09. FINANCE**

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

The Clerk presented a bank reconciliation (to 31<sup>st</sup> October), and it was Resolved that it be accepted. A Parish Councillor will verify all the bank balances stated on the reconciliations against the bank / investment statements.

#### BANK RECONCILIATION TO END 31/10/2022

Description	Value £	Value £
<b>Cash in hand 01/04/2022</b>		<b>£121,759.97</b>
ADD Receipts 01/04/2022 – 31/10/2022		£157,138.21
TOTAL		£278,898.18
SUBTRACT		
Payments 01/04/2022 – 31/10/2022		£110,802.14
<b>A: Cash in hand 31/10/2022</b>		<b>£168,096.04</b>
Cash in hand per Bank Statements		
NatWest Reserve 31/10/2022	£83,439.42	
NatWest Current 31/10/2022	£4,177.19	
CCLA Public Sector Deposit 31/10/2022	£40,479.43	
CCLA Local Authorities Property Fund 31/03/2022	£40,000.00	
<b>TOTAL CASH IN HAND per Bank Statements</b>		<b>£168,096.04</b>
Less unrepresented cheques		£0.00
TOTAL		£168,096.04
Plus unrepresented receipts		£0.00
<b>B: Adjusted Bank Balance</b>		<b>£168,096.04</b>

9.2 Community Infrastructure Levy (CIL) Report for the year ended 31st March 2022: to note that the report has been completed and published (ahead of the December 2022 deadline)

Noted.

## 10. ACCOUNTS FOR PAYMENT

10.1 It was resolved to note expenditure for October and to approve items for payment in November. A list of cheques, Bank transfers and direct debits (with supporting documentation) was provided and signed off by councillors.

Payment Type	Description	Net £	VAT £	Gross £
<b>October Payments (reported at October meeting in <i>italics</i>)</b>				
<b>BANK TFR</b>	<i>Gardens of England Grounds Maintenance September 2022</i>	<i>3783.25</i>	<i>0.00</i>	<i>3783.25</i>
<b>DEBIT CARD</b>	<i>Adobe Systems Software Adobe Acrobat monthly subscription</i>	<i>12.64</i>	<i>0.00</i>	<i>12.64</i>
<b>DEBIT CARD</b>	<i>Amazon Pavilion supplies (Stationery)</i>	<i>43.49</i>	<i>8.71</i>	<i>52.50</i>
<b>BANK TFR</b>	<i>The Play Inspection Company H&amp;S Inspection (Sept 22) – Play Areas</i>	<i>55.00</i>	<i>11.00</i>	<i>66.00</i>
<b>BANK TFRS</b>	<i>Staff Salaries &amp; Expenses October 2022</i>	<i>2754.56</i>	<i>0.00</i>	<i>2754.56</i>
<b>BANK TFR</b>	<i>Kent County Playing Fields Association Annual Subscription 2022-23</i>	<i>20.00</i>	<i>0.00</i>	<i>20.00</i>
<b>DD</b>	<i>B&amp;CE HSM Ltd (The People's Pension)</i>	<i>270.08</i>	<i>0.00</i>	<i>270.08</i>
<b>DD</b>	<i>E.On Next Pavilion Electricity September 2022</i>	<i>343.49</i>	<i>68.70</i>	<i>412.19</i>
<b>DD</b>	<i>SAGE UK Ltd Payroll software</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
<b>DD</b>	<i>Shred Station</i>	<i>38.30</i>	<i>7.66</i>	<i>45.96</i>

	<i>Confidential Waste Disposal Service</i>			
<b>DD</b>	<i>British Gas Pavilion Gas Sept 22</i>	<i>75.99</i>	<i>3.79</i>	<i>79.78</i>
<b>DD</b>	<i>E.On / NPower Unmetered Supply September 2022</i>	<i>71.37</i>	<i>3.57</i>	<i>74.94</i>
<b>DD</b>	<i>Virgin Mobile Phone monthly contract</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
<b>BANK TFR</b>	<i>SLCC SLCC National Conference (Clerk's Training)</i>	<i>499.00</i>	<i>65.80</i>	<i>564.80</i>
<b>DD</b>	<i>EE Mobile Phone Contract</i>	<i>9.02</i>	<i>1.80</i>	<i>10.82</i>
<b>DD</b>	<i>Onecom Ltd Broadband &amp; Telephone Sept/Oct 22</i>	<i>75.65</i>	<i>15.13</i>	<i>90.78</i>
<b>BANK TFR</b>	<i>KCC Photocopier leasing</i>	<i>47.44</i>	<i>9.49</i>	<i>56.93</i>
<b>BANK TFR</b>	<i>KALC/EventBrite Chairmanship Conference</i>	<i>60.00</i>	<i>12.00</i>	<i>72.00</i>
<b>BANK TFR</b>	<i>Clean Air UK Ltd Legionella Testing / Annual Maintenance</i>	<i>308.99</i>	<i>61.80</i>	<i>370.79</i>
<b>DEBIT CARD</b>	<i>Able Electrical Ltd Cupboard Light PIR repair / external lighting timer</i>	<i>179.16</i>	<i>35.84</i>	<i>215.00</i>
<b>DEBIT CARD</b>	<i>Trainline Clerk's Travel to SLCC Conference</i>	<i>84.51</i>	<i>0.00</i>	<i>84.51</i>
<b>DEBIT CARD</b>	<i>RBL Poppy Appeal £100 DGPC wreath &amp; donation; £75 purchase cost of wreaths for Scouts, Rainbows &amp; School</i>	<i>175.00</i>	<i>0.00</i>	<i>175.00</i>
<b>BANK TFR</b>	<i>Citizens Advice in North &amp; West Kent Donations as approved 2022-10</i>	<i>500.00</i>	<i>0.00</i>	<i>500.00</i>
<b>DEBIT CARD</b>	<i>West Kent Mediation Donations as approved 2022-10</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
<b>DEBIT CARD</b>	<i>Kent Surrey &amp; Sussex Air Ambulance Trust Donations as approved 2022-10</i>	<i>200.00</i>	<i>0.00</i>	<i>200.00</i>
<b>BANK TFR</b>	<i>Kent Community Domestic Abuse Programme Donations as approved 2022-10</i>	<i>200.00</i>	<i>0.00</i>	<i>200.00</i>
<b>DEBIT CARD</b>	<i>Sevenoaks-Samaritans Donations as approved 2022-10</i>	<i>200.00</i>	<i>0.00</i>	<i>200.00</i>
<b>DEBIT CARD</b>	<i>West Kent Mind Donations as approved 2022-10</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
<b>DEBIT CARD</b>	<i>Victim Support Donations as approved 2022-10</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
<b>BANK TFR</b>	<i>Sevenoaks Volunteer Transport Group Donations as approved 2022-10</i>	<i>500.00</i>	<i>0.00</i>	<i>500.00</i>
<b>DEBIT CARD</b>	<i>Holding On Letting Go Donations as approved 2022-10</i>	<i>100.00</i>	<i>0.00</i>	<i>100.00</i>
<b>DEBIT CARD</b>	<i>Relate West &amp; Mid Kent Donations as approved 2022-10</i>	<i>50.00</i>	<i>0.00</i>	<i>50.00</i>
<b>BANK TFR</b>	<i>Sevenoaks CFR Donations as approved 2022-10</i>	<i>400.00</i>	<i>0.00</i>	<i>400.00</i>
<b>BANK TFR</b>	<i>Dunton Green Primary School PTA Donations as approved 2022-10</i>	<i>200.00</i>	<i>0.00</i>	<i>200.00</i>
<b>BANK TFR</b>	<i>Sevenoaks Larder Donations as approved 2022-10</i>	<i>250.00</i>	<i>0.00</i>	<i>250.00</i>
<b>BANK TFR</b>	<i>West Kent Neighbourhood Watch Association Donations as approved 2022-10</i>	<i>20.00</i>	<i>0.00</i>	<i>20.00</i>
<b>BANK TFR</b>	<i>Age UK (Lunch Club) / Age UK Pop In Grant as approved 2022-10</i>	<i>1200.00</i>	<i>0.00</i>	<i>1200.00</i>
<b>BANK TFR</b>	<i>Streetlights</i>	<i>838.12</i>	<i>167.62</i>	<i>1005.74</i>

	Annual Streetlight Maintenance Contract (payment 2 of 2)			
<b>BANK TFR</b>	Spy Alarms Annual Maintenance (23/11/22): Intruder Alarm	852.00	170.40	1022.40
<b>BANK TFR</b>	Tunbridge Wells Fire Protection Ltd Annual fire extinguisher maintenance	397.42	79.48	476.90
<b>BANK TFR</b>	Spy Alarms Annual Maintenance (23/11/22): Fire Alarm	457.00	91.40	548.40
<b>BANK TFR</b>	Spy Alarms Annual Maintenance (23/11/22): CCTV System	220.00	44.00	264.00
<b>DEBIT CARD</b>	Lebara Mobile SIM Only mobile contract (new)			1.98
<b>DEBIT CARD</b>	Boyd Sport & Play Ltd (Sports Equip) New brush set for one boot scraper	125.00	25.00	150.00
<b>BANK TFR</b>	Gardens of England Grounds Maintenance October 2022	3019.50	0.00	3019.50
<b>BANK TFR</b>	Mr K Wilson Kick Kent 7 weeks Football Sessions plus 1 day holiday programme	260.00	0.00	260.00
<b>BANK TFR</b>	Bishops Services Ltd (Bibby Factors Northwest Ltd) Pavilion cleaning, jet washing October 2022	899.11	179.82	1078.93
<b>BANK TFR</b>	Locum Locks Repair to main Pavilion Door (September)	69.50	13.90	83.40
<b>BANK TFR</b>	Getting IT Working IT Support October 2022	150.00	0.00	150.00
<b>DD</b>	Shred Station Confidential Waste Disposal Service	38.30	7.66	45.96
<b>DD</b>	Onecom Ltd Broadband & Telephone Sept/Oct 22	75.65	15.13	90.78
<b>November Payments to date</b>				
<b>DEBIT CARD</b>	Adobe Systems Software Adobe Acrobat monthly subscription	12.64	0.00	12.64
<b>DEBIT CARD</b>	Able Electrical Ltd Changing Room Light PIR repair	125.00	25.00	150.00
<b>DD</b>	Hiscox Annual Insurance Premium Monthly Payment	446.45	0.00	446.45
<b>BANK TFRS</b>	Staff Salaries & Expenses November 2022	2809.18	0.00	2809.18
<b>November Payments (expected but unconfirmed/not yet paid as at 07/11/22)</b>				
<b>DD</b>	B&CE HSM Ltd (The People's Pension)			
<b>DD</b>	E.On Next Pavilion Electricity October 2022			
<b>DD</b>	SAGE UK Ltd Payroll software			
<b>DD</b>	Shred Station Confidential Waste Disposal Service			
<b>DD</b>	British Gas Pavilion Gas October 22			
<b>DD</b>	E.On / NPower Unmetered Supply October 2022			
<b>DEBIT CARD</b>	Lebara Mobile SIM Only mobile contract			
<b>DD</b>	EE Mobile Phone Contract			
<b>DD</b>	Onecom Ltd Broadband & Telephone Oct/Nov 22			

ACTION: CLERK

## 11. PLANNING

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

### 11.1a Planning Application 22/02748/HOUSE

Location: 24 Kingswood Road

Development: To convert the detached garage to living ancillary accommodation with new flat roof and erect a single storey rear extension with roof lights

Recommendation: Support

It was Resolved to Support the application.

**ACTION: CLERK**

### 11.1b Planning Application 22/02887/HOUSE

Location: 155 London Road

Development: Erection of a single storey rear extension, replacement of the roof with roof extension with Juliette balcony. Alterations to fenestration. Demolition of existing outbuilding and the construction of a detached garage and shed. Two parking spaces at the rear with electrical charging points.

Recommendation: Objection

It was Resolved to submit the following comments along with a recommendation of refusal of planning permission: The Parish Council is of the opinion that the parking provision is inadequate and not functional. There is insufficient turning space provided to be practical and the parking layout as proposed is not workable (access to garages situated on Donnington Hall Trust land could be compromised). Additionally, the access to the proposed parking spaces is across private land (Barretts Road from the junction with London Road and then the rear route from Barretts Road to the rear of 155 London Road belonging to the Donnington Hall Trust) for which there is no arrangement/agreement for access.

The Parish Council seeks assurances that 155 London Road will be retained as a single dwelling and not be split into two separate dwellings. The previous history of the site has seen an application for 149-155 London Road having been refused both by SDC and then more recently at Appeal and there are concerns that a different approach is being used to meet the same end as the original application.

**ACTION: CLERK**

### 11.1c Planning Application 22/02833/FUL

Location: 41 Lennard Road

Development: Demolition of an existing garage, widening of an existing cross over. Construction of a two-storey side and rear extension to form an attached two-bedroom house. Single storey rear extension to 41 Lennard Road with rooflights. Alteration to fenestration.

Recommendation: Objection

It was Resolved to submit the following comments along with a recommendation of refusal of planning permission: This application represents over intensification of the site. There is inadequate off-road parking provision. Over recent years, additional dwellings in Lennard Road have had a severe negative impact on the availability of off-road parking (which has essentially all but disappeared) and development in Lennard Road is eroding the character of the area. SDC conducted a character assessment some years ago which largely seems to have been ignored when considering applications for Lennard Road.

**ACTION: CLERK**

### 11.1d Planning Application 22/02867/HOUSE

Location: 4 Lennard Road

Development: Demolition of existing conservatory and erection of a single storey rear extension.

Recommendation: Support

It was Resolved to Support the application.

**ACTION: CLERK**

**11.2 PLANNING NOTIFICATIONS** To note the decisions from SDC or the Planning Inspectorate.

### 11.2a Planning Application 21/00999/FUL / Appeal Ref APP/G2245/W/21/3285943

Location: 149 to 155 London Road

Development: Ground floor rear extension.  
 APPEAL DISMISSED & REFUSAL OF COSTS AWARD

11.3 KCC/SE/0495/2018 Covers Quarry, Westerham, Kent: To note that the applicant is preparing additional information to address matters raised by consultees and that the earliest date for the KCC Committee to discuss this application further will be 7th December.

Noted.

#### 11.4 Chevening Parkland Scheme

To consider submitting comments in relation to the Appeal (APP/G2245/W/22/3293204) of the refusal of planning application 20/03660/FUL.

It was Resolved that comments should be submitted, particularly in relation to a 'new' Dunton Green angle (chalk stream and crayfish impacts) and in support of Chevening Parish Council.

**ACTION: CLERK**

#### 11.5 Land South of M25 Morants Court Road

To note that there has been further recent activity on this site. Residents have reported to SDC Planning Enforcement but for now there appears to be no breach of Planning Control and the matter rests with the Environment Agency.

Noted. Cllr. Lockey informed members that there had been no activity on the site for some time until the arrival of an excavator. The situation is being monitored.

## 12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

### 12.1 Grounds Maintenance

#### 12.1a To note/consider any work planned (repairs/maintenance: non-grounds maintenance)

It was noted that the Christmas Tree was looking quite poorly after the drought of the summer. The tree will be fed and nurtured to see if it can be revived. The situation can be reviewed again in the spring.

The current warmer, wetter conditions mean that the mowing season will be extended further into the winter than usual.

**ACTION: CLERK**

## 13. EVENTS

### 13.1 DGPC Events: to note/consider feedback/updates/requirements:

#### 13.1a Remembrance Sunday Service 13<sup>th</sup> November 2022 10.45am War Memorial

Cllrs Gomes-Chodyniecki, Parker and Hersey confirmed that they would attend the Service and could assist Cllr. Lockey. An Order of Service had been finalised and would be sent to the councillors. Copies had already been distributed to Revd Finn, the scouts and the school. Wreaths had been delivered and Orders of Service had been printed. Cllr. Lockey to ensure these are taken to the service.

**ACTION: CLERK/PL/AGC, DP, GH**

#### 13.1a Christmas Singalong Friday 16<sup>th</sup> December 2022 6pm Village Green

Given the condition of the Christmas Tree and the cancellation of the fireworks display, it was Resolved that a cut tree should be used once again. The intention remains that only a planted tree be used but until it is of a larger size and in better health, a cut tree would be ordered.

It was agreed that the aim should be for a 15-16ft tree to be delivered in order that it be put up on 26<sup>th</sup> November. This would allow some time for the electricians to rig up a new lighting scheme (ideally before the first weekend in December when DGPC traditionally puts up a lit tree). The Clerk would check that a tree could be purchased, would liaise with the electricians and will confirm details with members by email. The plan would be that Christmas lighting in the hanging baskets be installed on 26<sup>th</sup> November. Switching the lights on would be delayed to December and scheduled so that the timer mechanisms work. The Clerk would purchase batteries and test the lighting strings. If replacements were required these would be purchased.



**ACTION: CLERK**

With regard to refreshments, the PTA had been asked but it seemed very doubtful that they would have resources available to assist. This being the case, it was agreed that councillors would man a refreshment stall (mince pies and beverages).

**ACTION: ALL****14. CORRESPONDENCE**

14.1 Members considered or noted correspondence received since the October 2022 meeting (noted unless otherwise indicated):

- 14.1a CPRE Kent Countryside Voice Autumn-Winter 2022-23
- 14.1b Local Councils Update November 2022
- 14.1c St Mary's [Email] Christmas Tree Festival Invitation (10-11/12/22)
- 14.1d KCC (Email) – Kent's Plan Bee Summit 2022 Invitation (22/11/22 10.30am-1.00pm)
- 14.1e KCC (Email) – Forward works Programme 2022/23 to 2023/24
- 14.1f KCC (Email) – National Highways & Transport Network Surveys (deadline end Feb 2023)
- 14.1g KALC (Email) – Invitation to AGM 19/11/22, Ditton
- 14.1h SDC (Email) – Warm Spaces Project
- 14.1i KCC (Email) – Call for Sites – Hard Rock (update to the Kent Minerals Site Plan 2020) [deadline 05/12/22}
- 14.1j KCC (Email) – Regulation 18 Public Consultation Kent Minerals Site Plan 2020) [deadline 05/12/22}
- 14.1k KCC (Email) – Call for Sites – Hard Rock (update to the Kent Minerals and Waste Local 2013-20 Review [deadline 05/12/22}
- 14.1l Darenth River Preservation Society (DRiPS) (Email) – Newsletter Autumn 2022  
Forward to Cllrs. Lapham and Parker. **ACTION: CLERK**
- 14.1m Darenth River Preservation Society (DRiPS) (Email) – Invitation to AFM 17/11/22 7pm Eynsford
- 14.1n CAB North & West Kent (Email) – Letter of thanks for DGPC donation for 2022/23
- 14.1o AgeUK Sevenoaks & Tonbridge (Email) – Letter of thanks for DGPC donation for 2022/23
- 14.1p Kent Surrey Sussex Air Ambulance (Letter) – Letter of thanks for DGPC donation for 2022/23
- 14.1q CCLA (Letter) – Regarding Local Authorities' Property Fund and extension of redemption period from current 90 days to 6 months
- 14.1r Clerks & Councils Direct – November 2022 edition
- 14.1ps Victim Support (Email) – Letter of thanks for DGPC donation for 2022/23
- 14.1t Sevenoaks Samaritans (Email) – Letter of thanks for DGPC donation for 2022/23

**15. DATE OF NEXT MEETING**

15.1 Scheduled: December 13<sup>th</sup>, 2022 (7.30pm) – Dunton Green Pavilion

**16. PUBLIC SESSION**

None.

The meeting closed at 9.13pm.