



MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 14th May 2024 at 7.30pm

00. PUBLIC SESSION

None.

01. ELECTION: CHAIRMAN

Chairman: Cllr. England

Election of this candidate was Resolved unanimously.

02. DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed a declaration of acceptance of this office, witnessed by the Clerk.

03. PRESENT / APOLOGIES

Present: Cllrs. England (Chair), Lockey, Hersey, Gomes-Chodyniewski, Forster-Pearce, Parker, Lapham

Apologies: Cllrs. Copeland, Norton, Carrol, Bayley (SDC), Clack (SDC)

In attendance: Tracy Godden (Clerk), Wendy Jackson (Bookings & Facilities Assistant)

04. ELECTIONS: VICE CHAIRMAN / COMMITTEES / REPRESENTATIVES

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

41 Vice-Chairman: Cllr. Lockey

Election of this candidate was Resolved unanimously.

The Vice- Chairman signed a declaration of acceptance of this office, witnessed by the Clerk.

Cllr. Lapham arrives.

The Council was 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: Cllrs. England, Hersey, Lockey, Gomes-Chodyniewski, Norton & Forster-Pearce

It was Resolved unanimously that these candidates be elected to the committee.

The following Terms of Reference for the Finance & General Purposes Committee were Resolved (unchanged from 2023):

Name of Committee:	Dunton Green PC Finance & General Purposes Committee
Quorum:	3 councillors
	<p>Terms of Reference (meetings will be held as required from time to time to fulfil the following responsibilities):</p> <ul style="list-style-type: none"> To undertake on behalf of the Parish Council the overseeing of financial matters and reporting to Parish Council meetings To assist and advise the Responsible Financial Officer in all matters including the preparation of the monthly, quarterly and annual accounts To monitor expenditure and income against the approved Parish Council Budget To prepare the annual budget and precept, with associated information for presentation to the full Council

	<ul style="list-style-type: none"> • To ensure that the correct procedures are adopted and followed for all purchases and that the correct application is made of the tender process • To review tenders with the relevant committee and to make recommendations relating to these tenders for adoption by the full council. • To be proactive in pursuit of ways to improve the financial income of the Council • To recommend to the council on the appointment of the internal auditor • To assist the Responsible Financial Officer in the monitoring of the receipt and expenditure of Community Infrastructure Levy (CIL) monies
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4.3 Planning & Development Committee: ALL Councillors

It was Resolved unanimously that these candidates be elected to the committee.

The following Terms of Reference for the Planning & Development Committee were Resolved (unchanged from 2023):

Name of Committee:	Dunton Green PC Planning & Development Committee
Quorum:	As per DGPC Standing Orders for full Council: 4 councillors
	<p>Terms of Reference:</p> <ul style="list-style-type: none"> • To consider matters otherwise not dealt with at full Council pertaining to planning, especially planning applications referred to the Council by the Planning Authority and make delegated decisions concerning the suitability of any proposed development in the light of public knowledge and precedent. • To consider, in the best interests of Dunton Green, proposals for development within or affecting Dunton Green. • To be responsible for setting up, reviewing, monitoring and taking forward strategic plans that encompass the Parish Council’s aspirations for Dunton Green in relation to any development proposed for Dunton Green • To involve the community in the development of the strategic plans as far as possible, considering the best means by which to achieve this so that the plans have community support. • To undertake on behalf of the Parish Council the overseeing of financial matters relating to these strategic plans (to feed into the budget process at least annually), investigating of funding opportunities to support the strategic plans and reporting to Parish Council meetings. This is to include Community Infrastructure Levy (CIL) monies and how they might be spent. • To revisit on an at least annual basis the viability of undertaking exercises, such as the production of a Neighbourhood Plan, Village Statement or other form of Supporting Document, that might feed positively, and with weight, into planning decisions made for Dunton Green • To consider Community-Led Housing &/or Community Land Trust alternatives (or other equivalent style schemes of housing) for the provision of Local Needs Housing that is available for local people, is genuinely affordable to local people and is held in perpetuity as housing stock for the village and to explore this as an alternative to the social/affordable housing mixes demanded from developers by Sevenoaks District Council.

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

4.4 Councillor responsible for Allotments: Cllr. Hersey

It was Resolved and Agreed that this candidate be elected.

The Council was 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): Cllrs. Hersey and England

It was Resolved and Agreed that these candidates be elected.

4.6 Representative on Village Hall Management Committee: Cllr. Copeland

It was Resolved and Agreed that this candidate be elected.

4.7 Representative on Donnington Hall Management Committee: Cllr. Lapham

It was Resolved and Agreed that this candidate be elected.

05. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 9th April 2024 as a true and accurate record.

06. REQUESTS FOR DISPENSATIONS

None.

07. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Cllr. Lockey – Item 11.2 (child attends sessions provided); 14.1d (proximity to development site)

Cllr. Lapham – Item 14.1c (neighbour)

08. GENERAL ADMINISTRATION

8.1 To receive updates from Kent County and Sevenoaks District Councillors

No councillors in attendance to provide updates.

8.2 Policies: Review of existing policies

8.2a Communications Policy

Last reviewed in 2022. There were no suggestions for any amendments, and it was Resolved to approve the current version.

ACTION: CLERK

8.2b Social Media & Electronic Communication Policy

Last reviewed in 2022. There were no suggestions for any amendments, and it was Resolved to approve the current version.

ACTION: CLERK

8.2c CCTV Policy

Last reviewed in 2022. There were no suggestions for any amendments, and it was Resolved to approve the current version.

ACTION: CLERK

8.2d Document Retention Policy

Last reviewed in 2022. There were no suggestions for any amendments, and it was Resolved to approve the current version.

ACTION: CLERK

8.2e Training & Development Policy

Last reviewed in 2022. There were no suggestions for any amendments, and it was Resolved to approve the current version.

ACTION: CLERK

8.2f Publication Scheme (Freedom of Information)

Last reviewed in 2023. A revised version had been prepared to include a list of DGPC's policies and hyperlinks to information available on DGPC's website. It was Resolved to approve the revised version, noting that contact details and hyperlinks will require updating when the move to a gov.uk domain is completed.

ACTION: CLERK

8.3 Policies: To consider new policies

8.3a Vexatious Policy

DGPC does not currently have a policy to deal with vexatious requests or complaints. It was Resolved to approve the draft policy that had been provided by the Clerk (based on an SLCC model document).

ACTION: CLERK

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

Nothing to report.

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

No meetings attended.

Cllr. Forster-Pearce commented that he had attended a meeting regarding a consultation on land east of Sevenoaks High Street and advised regarding plans for development there and the library. There will be a further stage of consultation which DGPC will look out for with a view to commenting.

ACTION: CLERK/ALL

10. CLERK'S REPORT

Ide Hill Football Club

Contact had been made regarding the potential of using DGPC's pitch and facilities for an Ide Hill FC team (on a Sunday) for the 2024-25 season. The Clerk and BFA had met with the Club Secretary to have an initial conversation, which was very positive. It was Resolved to give the Clerk authority to negotiate the costs to be charged.

ACTION: CLERK/BFA

11. COMMUNITY DEVELOPMENT & SAFETY

11.1 Anti-Social Behaviour (ASB) – 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
ASB continues to cause concern around the village – Lennard Road doors being kicked in (literally allegedly in one incident reported on social media) and yet the Police have no record of any reports. Broken glass and smashed rubble in the recreation ground. DGPC continues to try to encourage reporting of all incidents, but it is challenging (understandably when little seems to come of reporting matters). The Clerk was asked to follow up with PC Wilson with regard to a proposed visit to the school (and local secondary schools).

ACTION: CLERK

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

Kent Panthers returned on 22nd April with basketball sessions to run until the end of November (on Mondays).

A quotation has been received for mini sports sessions (cricket/tennis/football for 4-6yrs and 7-9yrs) to run for seven weeks from 19th July (Fridays). It was Resolved (Cllr. Lockey abstained) to accept the quotation of £630 for the programme of two sessions each Friday.

ACTION: CLERK

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.

The Clerk presented a bank reconciliation (to 30th April), and it was Resolved that it be accepted. Two Parish Councillors have verified all the bank balances stated on the reconciliations against the bank / investment statements.

BANK RECONCILIATION TO END 30/04/2024

Description	Value £	Value £
Cash in hand 01/04/2024		£212,640.96
ADD Receipts 01/04/2024 – 30/04/2024		£75,683.02
TOTAL		£288,323.98
SUBTRACT		
Payments 01/04/2024 – 30/04/2024		£13,222.90
A: Cash in hand 30/04/2024		£275,101.08
Cash in hand per Bank Statements		
NatWest Reserve 30/04/2024	£146,281.53	
NatWest Current 30/04/2024	£5,287.35	
CCLA Public Sector Deposit 30/04/2024	£83,532.20	
CCLA Local Authorities Property Fund 01/04/2024	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£275,101.08
Less unrepresented cheques		£0.00
TOTAL		£275,101.08
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£275,101.08

It was agreed that there should be a review of investment levels in the summer and that this should be tabled for the July meeting.

ACTION: CLERK

13. ACCOUNTS FOR PAYMENT

13.1 It was Resolved to note expenditure for April and to approve items for payment in May. A list of cheques, Bank transfers and direct debits (with supporting documentation) were verified & signed by two councillors.

Payment Type	Description	Net £	VAT £	Gross £
April Payments (reported at April meeting in italics)				
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat monthly subscription</i>	<i>16.64</i>	<i>0.00</i>	<i>16.64</i>
DD	<i>Hiscox Annual Insurance Premium Monthly Payment</i>	<i>483.60</i>	<i>0.00</i>	<i>483.60</i>
BANK TFR	<i>CJS Plants Summer baskets and planters</i>	<i>2900.00</i>	<i>580.00</i>	<i>3480.00</i>
BANK TFR	<i>Gardens of Kent Grounds Maintenance March 2024</i>	<i>1364.75</i>	<i>0.00</i>	<i>1364.75</i>
BANK TFR	<i>Bishops Services Ltd (Bibby Factors Northwest Ltd)</i>	<i>851.88</i>	<i>170.38</i>	<i>1022.26</i>

	<i>Pavilion cleaning, jet washing Mar 2024</i>			
BANK TFR	<i>Getting IT Working IT Support March 2024</i>	<i>150.00</i>	<i>30.00</i>	<i>180.00</i>
DEBIT CARD	<i>Amazon Office supplies</i>	<i>43.80</i>	<i>8.01</i>	<i>51.81</i>
BANK TFRS	<i>Staff Salaries & Expenses April 2024</i>	<i>3187.42</i>	<i>0.00</i>	<i>3187.42</i>
BANK TFR	<i>SDC Cleaning Recreation Ground and Mill Rd and Dog Bin emptying (Jan-Mar 2024)</i>	<i>408.20</i>	<i>81.64</i>	<i>489.84</i>
BANK TFR	<i>Mr L Robbins Annual Internal Audit 2023-24</i>	<i>175.00</i>	<i>0.00</i>	<i>175.00</i>
DD	<i>SAGE UK Ltd Payroll software</i>	<i>8.00</i>	<i>1.60</i>	<i>9.60</i>
DD	<i>Smartest Energy Pavilion Gas Supply Mar 24</i>	<i>690.40</i>	<i>34.52</i>	<i>724.92</i>
BANK TFR	<i>Mrs F England APM Refreshments</i>	<i>66.90</i>	<i>0.00</i>	<i>66.90</i>
DEBIT CARD	<i>Amazon Office supplies</i>	<i>23.11</i>	<i>4.62</i>	<i>27.73</i>
DEBIT CARD	<i>Amazon Refreshment supplies (Age UK)</i>	<i>8.99</i>	<i>0.00</i>	<i>8.99</i>
DD	<i>Castle Water Pavilion Water Mar 24</i>	<i>50.50</i>	<i>0.00</i>	<i>50.50</i>
DD	<i>Npower (was E.ON) Unmetered Electricity Supply</i>	<i>82.02</i>	<i>4.10</i>	<i>86.12</i>
DD	<i>EE Mobile phone Sim Card</i>	<i>11.12</i>	<i>2.22</i>	<i>13.34</i>
BANK TFR	<i>JONES Refund (hirer payment error)</i>	<i>290.00</i>	<i>0.00</i>	<i>290.00</i>
DEBIT CARD	<i>Lebara Mobile Phone Sim Card</i>	<i>4.12</i>	<i>0.83</i>	<i>4.95</i>
DD	<i>Smartest Energy Pavilion Electricity Supply</i>	<i>1090.00</i>	<i>218.00</i>	<i>1308.00</i>
DEBIT CARD	<i>Amazon Pavilion Supplies (Toilet brush/holders x8)</i>	<i>35.22</i>	<i>7.04</i>	<i>42.26</i>
DD	<i>HugoFox Ltd Website provision (Mar)</i>	<i>19.99</i>	<i>4.00</i>	<i>23.99</i>
DD	<i>Onecom Ltd Broadband and Telephone at Pavilion</i>	<i>95.23</i>	<i>19.05</i>	<i>114.28</i>
May Payments to date				
BANK TFR	<i>Gardens of Kent Grounds Maintenance April 2024</i>	<i>3319.50</i>	<i>0.00</i>	<i>3319.50</i>
BANK TFR	<i>Getting IT Working IT Support Apr 2024</i>	<i>150.00</i>	<i>30.00</i>	<i>180.00</i>
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat monthly subscription</i>	<i>16.64</i>	<i>0.00</i>	<i>16.64</i>
DD	<i>Hiscox Annual Insurance Premium Monthly Payment</i>	<i>483.60</i>	<i>0.00</i>	<i>483.60</i>
BANK TFR	<i>Streetlights Annual Maintenance Contract (Payment 1 of 2)</i>			<i>1056.02</i>
BANK TFR	<i>KCC (KCS) Photocopier leasing</i>			<i>65.84</i>
BANK TFR	<i>KALC Annual Subscription 2024-25</i>			<i>1282.73</i>

BANK TFR	Kent Basketball Provision of sessions April to end Nov 2024	1595.00	0.00	1595.00
BANK TFR	Bishops Services Ltd (Bibby Factors Northwest Ltd) Pavilion cleaning, jet washing Apr 2024			1064.67
BANK TFR	Safeplay Replacement of damaged basketball hoop			330.00
BANK TFR	Safeplay Quarterly safety inspection			182.40
BANK TFR	Safeplay Reinstatement of damaged litter bin			237.60
BANK TFRS	Staff Salaries & Expenses May 2024	3385.35	0.00	3385.35
May Payments (expected but unconfirmed/not yet paid)				
DD	SAGE UK Ltd Payroll software	8.00	1.60	9.60
DD	Smartest Energy Pavilion Gas Supply May 24			
DD	The People's Partnership Pension Payment			
DD	Npower (was E.ON) Unmetered Electricity Supply			
DD	Castle Water Pavilion Water May 24			
DD	Onecom Ltd Broadband and Telephone at Pavilion			
DD	Smartest Energy Pavilion Electricity Supply			

ACTION: CLERK

14. PLANNING

14.1 CURRENT PLANNING Applications were considered, and it was resolved to agree recommendations as listed below.

14.1a Planning Application 24/00491/HOUSE

Location: 21 Kingswood Road

Development: Front extension to form bathroom

Recommendation: Support.

ACTION: CLERK

14.1b Planning Application 24/00721/HOUSE

Location: 12 Barretts Road

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

Recommendation: Support.

ACTION: CLERK

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

Recommendation: Refusal (Objection).

The Parish Council is concerned that the proposed extension to the front recess will have an adverse impact on off-road parking availability at the property. It is understood that two vehicles currently park off road at the property but that this space will be impinged by the extension. On road parking is already at a premium on London Road so

alternative parking is not available. Any development that results in the loss of off-road parking provision should be refused.

ACTION: CLERK

14.1d Planning Application 24/00997/ADV

Location: Roundabout At Junction With Polhill Morants Court Road

Development: Display of 4 x free standing, non-illuminated fascia advertising boards

Recommendation: Refusal (Objection).

Any proposal that has the potential to affect visibility at an already hazardous roundabout is unacceptable. The site is in Greenbelt, SSSI and Kent Downs National Landscape and advertising boards are not in keeping with the area.

ACTION: CLERK

14.1e Planning Application 24/01221/PAC Adjoining Parish

Location: Unit E Ryedale Court Riverhead

Development: Prior notification for a change of use from Offices Class R to Dwellinghouses Class C3. This application is made under Class MA of The Town and Country Planning (General Permitted Development) (England) Order 2015

Recommendation: Refusal (Objection).

The application seeks a change of use which possibly cannot be stopped but the Parish Council remains concerned that there appear to be only seven parking spaces for a six-apartment development. Parking seems to have been lost in order to provide an elevated pathway? This is simply unrealistic and is woefully insufficient based on the plans submitted (which show additional parking which is seemingly inaccessible to this development as there is a boundary fence preventing use). Any developments that seek to provide housing must provide adequate parking for that change of use.

ACTION: CLERK

14.1f Planning Application 24/01191/HOUSE

Location: 69 London Road

Development: Proposed demolition of existing conservatory and side extension. Proposed rear and side extension at ground floor with rooflight

Recommendation: Support.

ACTION: CLERK

14.2 PLANNING NOTIFICATIONS Decisions from SDC or the Planning Inspectorate were noted.

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

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

It was noted that the submission version of the Plan would be taken to Committee on 11th July and then to full Cabinet at SDC on 16th July for approval for the next consultation stage (Regulation 19). The Clerk had been informed at a presentation that the consultation period will definitely include September, but the Clerk remains sceptical that it will be a 6 or 7 week consultation over the school holidays with only a short period actually in September. DGPC does not usually meet in August, but it was Resolved that a Planning Committee meeting should be booked for Tuesday 13th August as a precaution in case it is not possible to discuss the Local Plan in September.

ACTION: CLERK

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

The Clerk advised that SDC would be contacting DGPC in the autumn with a view to undertaking a Housing Needs Survey (HNS). It will be important to emphasise what an HNS can do in terms of identify the type of housing that is actually needed in the village. It was also noted that Dunton Green is only partially within the Government set Designated Protected Area (which complicates matters in terms of ensuring affordable housing is held in perpetuity in the village).

Cllr. Gomes-Chodyniecki leaves the meeting.

14.5 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)

It was noted that SDC has written to Flavours of India to advise that an application is required to formally change the Use Class of building (although it is acknowledged that there would likely be no refusal and so this is a formality).

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

Noted.

15. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

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

The Clerk advised that the noticeboard should be installed within the next month and asked members to consider where it should be located. After some discussion, it was agreed that the new noticeboard should be installed on the southern section of the Village Green (the other side of Lusted Road to where it was originally located).

In addition, to help balance the two sides, the Clerk will liaise with the grounds maintenance team to install two flower beds in that area, as well as a trough to go under the noticeboard.

ACTION: CLERK

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

It was noted that a damaged basketball hoop had been removed at the last safety inspection and that this has now been replaced. It was also noted that damage has been done to the new boundary fencing in the recreation ground and that the Clerk will be contacting the contractor who installed this for assistance in repairing the fence.

ACTION: CLERK

16. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

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

Noted.

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

This is a rolling programme of works and closures affecting the M25. Noted.

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

A traffic count had been conducted on Station Road between 15/04 and 21/04/24. The result is that traffic averages at speeds of 23-25mph (below the 30mph limit but not low enough for a 20mph zone to be considered).

Given all of the recent issues with road closures and traffic managed works on roads in the area and the adverse impact on Dunton Green, the Clerk was asked to write to KCC Highways/Streetworks and Cllr. Nick Chard to express concerns and to establish what can be done to improve the scheduling of works.

ACTION: CLERK

17. EVENTS

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

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

The Clerk has booked the pyrotechnics company and the first aid provision. Contact has been made with the singer and the Clerk is awaiting feedback. Cllr. Parker is to send over the updated schedule for the event so that the Clerk has a copy.

ACTION: CLERK

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

The Clerk advised that despite every effort progress on the project to install a permanent power source at the village green had stalled. However, the Christmas Lighting project can continue in another way and the Clerk presented members with information about a scheme to illuminate the Village Green, entirely managed by Gala Lights. It was Resolved to accept the proposal quotation and enter into a three-year agreement with Gala Lights (at a cost of £9800 per annum to include installation, removal, storage and maintenance of lights).

ACTION: CLERK

The Clerk will also follow up on portable power bank options for running a PA system at the village green so that there is no need for a mains power supply.

ACTION: CLERK

In addition, the Clerk will arrange for the installation of a more shepherds crook poles so that the distance between the hanging baskets is reduced to support a string light arrangement.

ACTION: CLERK

17.2 Non-DGPC Events: to note

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

Noted.

18. CORRESPONDENCE & COMMUNICATIONS

18.1 Members considered or noted correspondence received since the April 2024 meeting

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

Clerk to forward.

ACTION: CLERK

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

18.1c KALC [Email] – KALC News May 2024

Clerk to forward.

ACTION: CLERK

18.1d KCC [Email] – Sevenoaks Town walking, wheeling and cycling route survey (consultation closes 03/06)

Clerk to forward.

ACTION: CLERK

18.1e Clerks & Councils Direct – May 2024

18.1f Allotment Gardener – NSALG Magazine

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

Those councillors who had submitted articles were thanked and others were encouraged to submit whenever they are ready. Delivery timings are to be confirmed but it is expected that newsletters will be available either the last week of May or first week of June for delivery. The Clerk will advise as there is information from the printer.

ACTION: CLERK/ALL

19. CO-OPTION

No applications for consideration.

20. DATE OF NEXT MEETING

20.1 June 11th, 2024 (7.30pm) – Dunton Green Pavilion

21. PUBLIC SESSION

None.

The meeting closed at 9.20pm.

Chairman_____

Date_____