



MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 13th December 2022 at 7.30pm

00. PUBLIC SESSION

None.

01. PRESENT / APOLOGIES

Present: Cllrs. England, Hersey, Parker, Lockey, Norton, Copeland

Apologies: Cllrs. Lapham, Carrol, Gomes-Chodynieceki, Bayley (SDC), Wendy Jackson (Bookings & Facilities Assistant)

In attendance: Tracy Godden (Clerk)

02. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 8th November 2022 as a true and accurate record.

It was Resolved to approve and sign the minutes of the meeting of the Finance & General Purposes Committee held on Tuesday 22nd November 2022 as a true and accurate record..

03. REQUESTS FOR DISPENSATIONS

None received.

04. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Cllr. Hersey – Item 11.1a Planning Application 22/02888/FUL (Chairman of Donnington Hall Management Committee)

05. GENERAL ADMINISTRATION

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

Nothing to report for the remainder of 2022.

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 Cllrs. England and Hersey had attended the KALC AGM on November 19th. The meeting had been attended by Matthew Scott (Kent Police & Crime Commissioner). Mr Scott had made of point of advising that there would be no changes in the numbers of PCSOs. This information was proven to be wholly inaccurate on Wednesday 23rd November when it was announced that PCSO numbers across Kent are being cut to 102 for the County. The meeting was also attended by Roger Gough, Leader of KCC who had spoken about the huge budget holes that KCC will have to deal with going forward.

07. CLERK'S REPORT

The Clerk's report was received.

Compensation Claim Against DGPC

A member of the public damaged their vehicle on 29th November and is claiming that the Parish Council has been negligent in not repairing a blue bollard. The Parish Council refutes this and maintains that the damage has been caused by driver error. The matter has been entirely handed over to DGPC's insurers.

ACTION: CLERK

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

The land tenant has agreed to pay the amount requested (accepting the offer to pay in three instalments to the end of the financial year). They have pointed out that drainage issues were raised in 2014 (and again in 2019) and that they were under the impression that DGPC would address the problem.

Members considered this point. When the correspondence was undertaken in 2014 it had been exceptionally wet, and the building was still in mid-construction. At the time of the correspondence no soakaway had been installed but it was provided before the end of the build. The situation would be monitored.

With regard to their parking proposal, they state that they would need a much more proactive attitude from the Council if they were to proceed.

Members noted the comments but felt that the feedback about the proposal had been as positive as it could be, in advance of a planning application that they would then have to consider as a statutory consultee. The landowner had approached the Parish Council and it was entirely their decision whether or not to proceed.

Clerk to reply to the landowner.

ACTION: CLERK

Closure of Actions with Communities in Rural Kent (ACRK)

The Trustees of the Charity have taken the difficult decision to close the Charity (after 98 years). The national organisation (ACRE) continues.

Farm Business Tenancy Agreement - Termination

The Clerk has sought guidance from DGPC's solicitor as termination of FBTs can be complicated. There is no immediate urgency to serve notice; even notice served before the end of December 2022 would result in the FBT not ceasing until July 2024.

CIL Receipts 2023-24

The Clerk contacted SDC in relation to likely CIL receipts for the McCarthy Stone development, work on which has already commenced. A CIL Demand notice has been issued to the developer. SDC only issues CIL receipts to local councils two times each year (once in April and once in October). It seems very likely that DGPC will be in receipt of CIL funds associated with that development in April 2023 and that the sum due from the development is expected to be paid in one transaction and not split through the year. It is estimated that this sum will be c. £113,000.

CIL receipts can only be spent on infrastructure so they cannot be used to mitigate for things like increased utility costs at the Pavilion, for example. The Clerk also clarified that there is no minimum development size for CIL receipts being applicable (other than it having to be the provision of additional dwellings). There was some confusion on this point (likely from development numbers that are required before social housing contributions are made). Basically, a new dwelling is likely to incur a CIL receipt. DGPC has received in recent years, small sums for new dwellings in Lennard Road, for example. It seems likely, then, that there will be further CIL receipts in the next financial year relating to a number of smaller developments in Dunton Green.

Events 2022

The Remembrance Sunday Service took place, led by Revd Andy Finn and with the school and scouts taking part (as well as a number of DGPC councillors). Notes are to be made with regard to what worked well, what needs improvement for next year.

Members commented that the arrangement of the sound system had worked better this year and that possibly some form of matting might be in order with so many people standing on the grass.

The Christmas Singalong is scheduled for Friday 16th December at 6pm on the village green. There are still arrangements for the day to be agreed.

Members commented that at the last meeting Cllr. Gomes-Chodyniewski had been tasked with arranging the refreshments. Cllr. Lockey would contact her. Arrangements were made to meet at the Pavilion at 3pm in order to get everything needed to set up for the event. It was noted that there had been adverse comments about the barriers around the Christmas Tree and it was agreed that these would be removed.

ACTION: GH, PL, ALL

08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note or consider any issues brought to the attention of the Parish Council (to include Police Newsletter)

The Police Newsletter was noted, as was information about parcel thefts in the village (which had been reported to the Police by a victim).

8.2 DGPC funded Community Activities: to note updates regarding youth and senior activities and to consider any new proposals or initiatives

The Clerk advised that plans for a Fit & Fed session in the Christmas holidays had been cancelled, largely as a result of lack of communication from the provider and therefore not having sufficient time to promote the event. A planned session for the February half term would either be duplicated or extended to a full day.

The Clerk also commented that she was chasing confirmation of the start of the planned Girls Mini Kicker sessions for January.

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 30th November), 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 30/11/2022

Description	Value £	Value £
Cash in hand 01/04/2022		£121,759.97
ADD Receipts 01/04/2022 – 30/11/2022		£160,254.18
TOTAL		£282,014.15
SUBTRACT		
Payments 01/04/2022 – 30/11/2022		£118,158.39
A: Cash in hand 30/11/2022		£163,855.76
Cash in hand per Bank Statements		
NatWest Reserve 30/11/2022	£78,486.44	
NatWest Current 30/11/2022	£4,820.19	
CCLA Public Sector Deposit 30/11/2022	£40,549.13	
CCLA Local Authorities Property Fund 31/03/2022	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£163,855.76
Less unpresented cheques		£0.00
TOTAL		£163,855.76
Plus unpresented receipts		£0.00
B: Adjusted Bank Balance		£163,855.76

9.2 Budget 2023-24: to consider a Budget recommendation from the Finance & General Purposes Committee and consider any recommendations for changes as a result of new information

The F&GP Committee recommended to Council a draft Budget for 2023-24. The proposed budget had been updated to reflect clarification on three matters for 2023-24: reinstatement of rent of land income (£250); update to election charges following confirmation of recharge levels from SDC (£3840); and inclusion of lines for Community Infrastructure Levy receipts and expenditure for illustrative purposes, following confirmation of potential receipts for 2023-24.

It was Resolved that the Budget proposals for 2023-24 be accepted.

ACTION: CLERK

9.3 Precept: to discuss and agree the Precept level for 2023-24

It was confirmed that there had been a marginal increase in the Tax Base figure for Dunton Green (from 1343.85 to 1347.57).

It was Resolved that a Precept of £139,500 should be requested from SDC (no change from 2022-23). This equates to a 0.28% or real terms annual decrease of £0.29 on a Band D household. All other elements of Council Tax bills for 2023-24 are expected to increase significantly.

ACTION: CLERK

9.4 Notification of external auditor appointment for the 2022-23 financial year for the 5-year period until 2026-27: To note that the appointed auditor is Mazars LLP.

Noted.

10. ACCOUNTS FOR PAYMENT

10.1 It was resolved to note expenditure for November and to approve items for payment in December. 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 £
November Payments (reported at November meeting in <i>italics</i>)				
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat monthly subscription</i>	<i>12.64</i>	<i>0.00</i>	<i>12.64</i>
DEBIT CARD	<i>Able Electrical Ltd Changing Room Light PIR repair</i>	<i>125.00</i>	<i>25.00</i>	<i>150.00</i>
DD	<i>Hiscox Annual Insurance Premium Monthly Payment</i>	<i>446.45</i>	<i>0.00</i>	<i>446.45</i>
BANK TFRS	<i>Staff Salaries & Expenses November 2022</i>	<i>2809.18</i>	<i>0.00</i>	<i>2809.18</i>
DEBIT CARD	Dropbox Annual Subscription 2022-23	79.90	15.98	95.88
DD	Virgin Mobile Phone Contract	7.00	1.40	8.40
DD	B&CE HSM Ltd (The People's Pension)	276.03	0.00	276.03
DD	British Gas Pavilion Gas October 22	80.80	4.04	84.84
DEBIT CARD	Amazon Vinyl gloves for staff	6.66	1.33	7.99
BANK TFR	KALC (Eventbrite) Lunches for KALC AGM	8.34	1.66	10.00
DD	Castle Water Pavilion Water	120.03	0.00	120.03
DEBIT CARD	Amazon Pavilion & office supplies, batteries for lights	165.56	33.16	198.72
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
BANK TFR	Sally Jolly Winter 2022 Edition DG News Printing	1172.30	0.00	1172.30
DD	EE Mobile Phone Contract	9.02	1.80	10.82
DEBIT CARD	Amazon Replacement/new Christmas lights/batteries	183.32	29.87	213.19
DEBIT CARD	First Rescue Training & Supplies Ltd Defib Replacement Pads (Gym Defib)	50.95	10.19	61.14
BANK TFR	Bishops Services Ltd (Bibby Factors Northwest Ltd) Pavilion cleaning, jet washing November 2022	836.91	167.38	1004.29

BANK TFR	Getting IT Working IT Support November 2022	150.00	0.00	150.00
BANK TFR	SLCC Enterprises Ltd Clerk Training Courses (6 webinar sessions)	250.00	50.00	300.00
DD	E.On / NPower Unmetered Supply October 2022	76.12	3.81	79.93
DD	Shred Station Confidential Waste Disposal Service	38.30	7.66	45.96
DD	Onecom Ltd Broadband & Telephone Oct 22	75.05	15.01	90.06
December Payments to date				
DEBIT CARD	Adobe Systems Software Adobe Acrobat monthly subscription	12.64	0.00	12.64
DEBIT CARD	Hydro-X Training Limited Thermapen (thermometer for Pavilion testing)	63.95	12.79	76.74
DD	Hiscox Annual Insurance Premium Monthly Payment	446.37	0.00	446.37
DD	E.On Next Pavilion Electricity October 2022	431.77	86.36	518.13
BANK TFR	KCC Photocopier Leasing	82.52	16.50	99.02
BANK TFR	Gardens of England Grounds Maintenance November 2022	1306.75	0.00	1306.75
BANK TFR	APEX Air Con Annual Heat Vent Maintenance/Filter Change	1150.00	230.00	1380.00
DEBIT CARD	Lebara Mobile SIM Only mobile contract (new)	1.98	0.00	1.98
DEBIT CARD	Amazon Filter for water boiler (spare; kitchen)	74.17	14.83	89.00
BANK TFR	J Verlinden (Age UK Volunteer) Contribution: Christmas Lunch Club Celebrations	200.00	0.00	200.00
BANK TFRS	Staff Salaries & Expenses December 2022 (includes back pay 2022)	3787.14	0.00	3787.14
BANK TFR	F England Travel Expenses (KALC AGM, Ditton 19/1/22)	15.30	0.00	15.30
BANK TFR	HMRC QTR 3 2022-23 PAYE Tax & NI Payment	3312.09	0.00	3312.09
DD	British Gas Pavilion Gas November 22	123.95	6.19	130.14
DEBIT CARD	Able Electrical Christmas Electrics/Lights/Power Install	333.33	66.67	400.00
December Payments (expected but unconfirmed/not yet paid as at 13/12/22)				
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	Shred Station Confidential Waste Disposal Service	38.30	7.66	45.96
DD	E.On Next Pavilion Electricity November 2022	497.41	99.48	596.89
BANK TFR	NSALG Ltd Membership Subs (for Allotments)	30.00	0.00	30.00
BANK TFR	Chris Knott Insurance Annual Allotment Public Liability Insurance	68.80	0.00	68.80
BANK TFR	SLCC Clerk's Membership Subscription 2023	279.00	0.00	279.00
DD	B&CE HSM Ltd (The People's Pension)	348.08	0.00	348.08

ACTION: CLERK

11. PLANNING

11.1 CURRENT PLANNING To ratify recommendations made outside of a Parish Council meeting, as a result of comment deadlines.

11.1a Planning Application 22/02888/FUL

Location: 149-153 London Road

Development: Change of use of the ground floor commercial to residential use. Construction of a single storey rear extension. Alterations to the roof to create habitable space with Juliette balcony. Alterations to fenestration.

Demolition of existing outbuildings and the construction of a detached garage and sheds. Four parking spaces at the rear. Installation of electric car charging points.

Recommendation: Objection, with comments as follows:

The applicant was refused planning permission for a development for 149-155 London Road by both SDC and at Appeal (DGPC comments relating to that application are included below). The applicant has submitted a separate application for 155 London Road and now this application for the remainder of the site.

The Parish Council's concerns remain valid, and the proposal will still conflict with Allocations and Development Management Plan (2015) policies EN1 and T1 which require proposals to ensure satisfactory means of access for vehicles and pedestrians and mitigate any adverse travel impacts, including effects upon safety. This is especially true when combined with the divide and conquer approach being undertaken with a separate application for 155 London Road (22/02887/HOUSE).

Supply all previous comments submitted for development of this site.

It was Resolved to ratify the recommendation of Objection and supporting comments.

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

11.2a Planning Application 22/03193/HOUSE

Location: 12 Mill Road

Development: Loft conversion with a rear dormer and Juliet balcony. Roof lights to the front elevation. Increase in chimney height.

Recommendation: Support

It was Resolved to Support the application.

ACTION: CLERK

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

11.3a Planning Application 22/02492/HOUSE

Location: 79 Lennard Road

Development: Two storey side extension.

GRANT OF PLANNING APPLICATION: Subject to conditions

11.3b Planning Application 22/02492/HOUSE

Location: 1 & 2 Meadow View London Road

Development: Construction of a new vehicular crossover and vehicle turning/parking area.

REFUSAL OF PLANNING APPLICATION: 1) There is insufficient information to confirm the extent of vegetation loss to the north boundary. The proposal would involve the loss of mature trees and vegetation which contribute strongly to the landscape character of the area. The loss of vegetation would also present a visual detractor to the scenic beauty of the Kent Downs Area of Outstanding Natural Beauty, and it is not demonstrated that the proposal would both conserve and enhance the landscape character of this nationally important landscape designation. As such, the proposal would be contrary to policies SP1, EN1, EN5 and L08 of the Sevenoaks Development Plan, and would be contrary to section 6a of the Landscape Character Assessment as well as principle SD8 of the Kent Downs Area of Outstanding Natural Beauty Management Plan 2021-2026. 2) There is insufficient evidence to demonstrate that the visibility splays can be achieved and retained thereafter, as they are over third-party land. As such, the proposal would have an unacceptable impact on highways safety and would result in hazardous highway conditions, which would be contrary to paragraph 111 of the National Planning Policy Framework.

11.3c 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

GRANT OF PLANNING APPLICATION: Subject to conditions

11.3d Planning Application 22/00781/FUL

Location: Unit E Ryedale Court Riverhead

Development: Demolition of an existing office building Block E and proposed development of 29 new build residential apartments, with associated under-croft and surface parking, cycle park facilities, bin storage & landscaping.

WITHDRAWAL OF PLANNING APPLICATION

11.4 SDC Plan 2040 Consultation – to consider and to resolve to respond to the new Local Plan consultation (deadline for comments is 11/01/23)

Sevenoaks District Council is currently undertaking a Regulation 18 consultation exercise in relation to its Plan 2040 (its new/emerging Local Plan). It had been stated that no areas of Green Belt would be considered at this stage of the consultation process (there are expected to be further consultations in the latter part of 2023).

Cllr. England had spent time delving into various documents associated with the consultation and, crucially, had identified a number of specific references to Dunton Green and development within that documentation. Key areas identified include:

- Within the **Green Belt Assessment** document which appears to be unchanged since 2017, there is a list of 'Recommended Areas' (page 70). RA19 (or Parcel 64) is an area of land in Dunton Green that includes Dunton Green Parish Council land, and it comprises an approximate total size of 19ha. It is listed as a Category 2, where the recommendation is that such sites are considered further, alongside sites that have been identified as scoring weakly and is the fifth site listed.
- Details from page 77: RA-19 is located to the north of Sevenoaks at Dunton Green and comprises the entirety of Green Belt Parcel 64. Although the Parcel meets the NPPF purposes moderately, it is judged that there is an exceptional case to consider it further. It is judged that RA-19 plays a limited role in preventing the outward sprawl of Sevenoaks, as it is effectively 'enclosed' by development along its southern, western edges and partially along its eastern edge. The remainder of the Parcel is strongly bound by large-scale infrastructure: the M26 to the north; and the South Eastern Main Line to the east. These features limit the role of the Parcel in preventing the outward sprawl of Sevenoaks (Purpose 1). Furthermore, although the Parcel forms part of the gap between Sevenoaks and Otford, it is felt that its role is reduced as a result of its strong sense of enclosure from the wider countryside and small scale (Purpose 2). While much of the Parcel has an open character, it is surrounded by urbanising influences and cut off from the wider Green Belt, therefore playing a lesser limited role in preventing encroachment (Purpose 3).
Recommendation: Parcel 64 (RA-19) meets the NPPF purposes moderately, but it was judged that there is scope for it to be considered further due to its enclosed nature and scale, limited connection to the wider countryside, and lesser role in preventing encroachment. As such it is recommended that the whole Parcel is considered further alongside those Parcels which have been identified as scoring weakly.
- On page 133 the constraints of RA-19 are stated: **Absolute Constraints** - A small portion of the Recommended Area encompasses an area of Ancient Woodland. No other absolute constraints are present. **Non-Absolute Constraints** - The Recommended Area is almost entirely within an area of Grade 3 Agricultural Land Classification and is partially within, and adjacent to, two Areas of Archaeological Significance to the north and south. Two areas in the west/southwest are covered by Open Space Designations. The Kent Downs AONB is located to the north of the M26.
Within the Landscape Assessment section, RA-19 is summarised (page 150) as: This Recommended Area is judged to have a **low overall sensitivity** to residential and mixed use development, by virtue of the parcel's existing urban fringe character. The Recommended Area has the capability to accommodate development in landscape and visual terms, without fundamentally altering the wider landscaper character. Well-designed development could also strengthen the function of the Recommended Area in regard to providing improved access to the wider countryside.
- Within the **Settlement Hierarchy (July) 2022** document Dunton Green is once again being included within an area that SDC Planning has designated as 'Sevenoaks Urban Area' and as such it is listed as part of a Principal

Town rather than a village or hamlet in its own right. Throughout this document data is not available for Dunton Green in its own right.

- There is scoring for settlements throughout the **Settlement Hierarchy (July) 2022** document. On page 28, for example, facilities scores for each 'individual' settlement are listed. These consider a variety of criteria (such as how many doctors surgeries, transport and so on). Dunton Green is NOT scored as an individual settlement, it is included (along with Bessels Green, Chipstead, Riverhead) in SDC's self-appointed Sevenoaks Urban Area (otherwise referred to as Sevenoaks Town). This combined score for facilities is 722. This far exceeds the next settlement listed, which is Swanley at 176. If Dunton Green was to be audited on its own facilities it would be far down the list with other villages of a similar size. This inflated score may mean even less consideration in any further 106 agreements on large development in Dunton Green as it implies the Sevenoaks Urban Area is already fully or very well served.
- Within the **Targeted Review of Local Housing Needs (Jan 2022)** document there is a section outlining where developers have interests in the District. Notably it states: Berkeley controls land at Dunton Green, Sevenoaks. The land is located on the northern boundary of Sevenoaks town and lies adjacent to Dunton Green railway station. Land at Dunton Green has the potential to deliver circa 220 new homes, including affordable housing. The land has the potential to deliver a mix of market 1-2 bed apartments and 2-4 bed detached and semi attached homes. The affordable homes could consist of affordable rented and shared ownership 1-2 bed apartments and 2-3 bedroom houses. This is land that is included within RA-19.

Members discussed the concerns and information that Cllr. England raised. It was agreed that a response must be submitted regarding this first phase of consultation/survey for Plan 2040. Whilst the response forms would need to be used, the key points that must be argued throughout the feedback to SDC are:

- That Dunton Green Parish Council raises once again its strong objection to Dunton Green being included in SDC's Sevenoaks Urban Area designation.
- That Dunton Green is a separate and distinct community and should be treated as such in regard to any Local Plan (part of the village north of the M26 remains categorised as 'rural' and all of the village should be categorised in that way).
- That Dunton Green being warded with Riverhead already skews information and data pertaining to Dunton Green. Including the village within the Sevenoaks Urban Area for planning purposes serves to skew that even further and falsely represent the services and amenities immediately available Dunton Green.
- That Dunton Green has already withstood a development of 500 dwellings without additional infrastructure and that there is insufficient infrastructure to support further large scale development.
- That Dunton Green has a disproportionate amount of social housing within its boundaries.

The Clerk would prepare a response on behalf of the Parish Council. Copies of key documents would be sent by members by email but links to the relevant pages on the SDC website have already been issued. Members were asked to thoroughly review the details of Plan 2040 and to send their further comments and observations to the Clerk for inclusion in a response to be sent to SDC early in the New Year. Deadline for the Clerk to receive comments is 2nd January. A final draft response would be completed and issued for approval by January 6th for submission to SDC before the consultation deadline of 11th January 2023.

ACTION: CLERK/ALL

11.5 To consider a request from Brittain's Lane Association for support against the following appeal - APP/G2245/W/22/3308246 (21/04236/OUT Land South Of Little Brittain's, Brittain's Lane)

Members considered a representation by the Brittain's Lane Association which included a request for financial support. Whilst DGPC empathised with issues around the development and could see that during the construction phase, Dunton Green might be affected by lorry movements, members did not believe that it was appropriate to commit funding to a development that falls completely outside of its boundaries.

ACTION: CLERK

11.6 To note the response submitted regarding Chevening Estate Parkland Scheme Appeal (APP/G2245/W/22/3293204)

Further to the November meeting, it was noted that a full response had been submitted to the Planning Inspectorate, raising concerns about native fauna (white crayfish) in the (assumed) chalk stream that runs through

Dunton Green and emanates from the Chevening Estate.

11.7 To consider correspondence from a resident with regard to the former Robins and Day Vauxhall site

The correspondence was noted. Whilst members might agree with some elements of the concerns raised, it was too late to suggest that the site should be made over as parkland and not developed. The Clerk had already suggested that the resident might want to look at the Plan 2040 details if they wished to have a say about development in the District (and in Dunton Green in particular).

12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

12.1 Grounds Maintenance

12.1a Work planned (repairs/maintenance: non-grounds maintenance) update

It was noted that the Clerk would be meeting with the contractors at Price's Wood in January to determine what planting can be done to complete the last phase of the Queen's Green Canopy project.

ACTION: CLERK

12.2 Pavilion

12.2a To consider a quotation for security boxes for the Heat Ventilation system control panels and a timer set up for energy consumption purposes

It was Resolved that the quote be accepted (but that the Clerk would seek further information about the impact of installing a timer on the current usage patterns).

ACTION: CLERK

12.3 Car Park

12.3a To note that a contractor has been engaged to reinstate a damaged bollard

Noted. Work is currently scheduled for Friday 16th December (weather permitting).

12.4 Playground Facilities

12.4a To consider quotations for the installation of new games equipment at the Recreation Ground
Members considered the quotations and were very receptive to the idea of making better use of / enhancing existing facilities. It was agreed that an alternative quotation for the installation of new play goal fencing at the recreation ground should be sought. It was also agreed that before committing to specific games, there should be a consultation with members of the public. This could be achieved through the newsletter, social media, the Annual Parish Meeting and perhaps an onsite demonstration.

ACTION: CLERK

13. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

13.1 To note that works are planned to reinstate Cats Eyes between Morants Court Road and Pilgrims Way West Link Road; overnight road closure 16th December 2022

Noted.

13.2 To consider correspondence regarding Morants Court Roundabout

Members agreed that this was not a Parish Council matter but that the roundabout had been a concern ever since it had been created. People should be encouraged to report accidents in the area to better reflect the situation there.

14. ALLOTMENTS

14.1 To consider a quotation for the renewal of the Allotments Public Liability Insurance

It was Resolved that the Council's Allotments Public Liability Insurance should be renewed at a cost of £68.80.

ACTION: CLERK

15. CORRESPONDENCE

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

15.1a Local Councils Update December 2022

15.1b Allotment & Leisure Gardener Magazine Issue 4 2022

15.1c CPRE Countryside Voices Autumn/Winter 2022

15.1d Holding On Letting Go (Email) – Letter of thanks for donation

15.1e West Kent Mediation (Email) – Letter of thanks for donation

15.1f B&CE [Email] - Pension Provider to change name to People's Partnership

15.1g KCC (Email) – Information regarding Community Transport Grant 2022-23

15.1h SDC (Email) – Making It Happen Community & Voluntary Awards – nominations sought

15.1i Halstead PC (Email) – 2021 Survey of Ancient Woodlands Of Halstead Parish

15.1j Civility & Respect Project [Email] - Newsletter (November 2022)

15.1k Resident [Email] – Complaint about banner on village green

16. DATE OF NEXT MEETING

16.1 Scheduled: January 10th, 2023 (7.30pm) – Dunton Green Pavilion

17. PUBLIC SESSION

None.

The meeting closed at 9.03pm.