

MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 9th September 2025 at 7.30pm

00. PUBLIC SESSION

None.

01. PRESENT / APOLOGIES

Present: Cllrs. England, Copeland, Lockey, Hersey, Gomes-Chodynietki, Carrol

Apologies: Cllrs. Parker, Norton, Bayley (SDC), Clack (SDC), Williams (KCC)

Absent: Cllrs. Forster-Pearce, Clack (SDC), Williams (KCC)

In attendance: Tracy Godden (Clerk), Rebecca Norburn (Asst. Clerk/Facilities Officer), Cllr. Bayley (SDC), 4 x Members of the Public (MOPs)

02. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 9th July 2025 as a true and accurate record.

03. REQUESTS FOR DISPENSATIONS

None.

04. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

05. GENERAL ADMINISTRATION

5.1 To receive updates from Kent County and Sevenoaks District Councillors

Cllr. Bayley (SDC) was in attendance and advised:

- SDC has agreed to give the freehold of The Stag Theatre to Sevenoaks Town Council (notably without the outside space/car park that is needed to efficiently run the facility)
- Planning sites to be incorporated in the Local Plan will be discussed with SDC councillors this week
- Introduction of wheelie bins across the district will happen in Spring/Summer 2026
- There is a plan underway for a cycle route for Otford
- Local Government Reform (LGR) – SDC is to discuss in November the proposals for 3 or 4 unitary authorities across geographical Kent (having completed local consultation)

Cllr. Carrol asked if there was any data regarding how much the Bradbourne Vale Road cycle route is used and its impact, citing concerns about three accidents since its implementation and double parking. Cllr. Bayley indicated that she would investigate this.

ACTION: KB

5.2 Learning Opportunities (Cllr & Staff): to consider what is available (including KALC Training Programme), booked or undertaken

The Clerk has forwarded details of training to councillors to review.

The Clerk is booked to attend the KALC Finance and Clerks' Conferences, a KALC webinar on National Planning Policy Framework changes, a NALC webinar on 'Beyond the Precept: Exploring alternative income sources' and an SLCC Kent Branch conference. The Assistant Clerk is booked to attend a KALC webinar on the Nuts & Bolts of Clerking and the KALC Clerks' Conference. Both will attend the next SDC Clerks' Forum in Swanley in October.

ACTION: CLERK/ASST. CLERK

5.3 Parish Council Annual Insurance Renewal: to consider renewal quotation

It was Resolved to accept a renewal quotation provided by Gallagher (brokers) from Hiscox (following a comprehensive internal tender exercise) at a premium of £5,894.62, enter a new three-year Long-Term Agreement (LTA) and to continue with payments by monthly direct debit. The renewal is increased (by £261.59) versus the 2024/25 premium (but includes additions to the policy totalling £8400 of new assets).

ACTION: CLERK

5.4 Policies: Review of existing policies

8.3a Scheme of Delegation

8.3b Risk Register & Policy

Item deferred to the October meeting.

ACTION: CLERK

5.5 Local Government Pay Agreement for 2025-26: to note confirmation that the pay scales for the current year have been agreed and have been implemented with effect from 1st April (as per the agreement and in line with staff contracts)

The National Joint Council (NJC) pay scales had been updated and the pay claim settlement was noted. The increase is back dated to 1st April 2025 and staff remuneration has been calculated accordingly.

5.6 Community Asset Transfer Update from SDC: to note the process that SDC is undertaking in response to Local Government Reorganisation (LGR)

Noted. DGPC is largely involved in the asset transfer process, with no SDC building assets in the village. That said, the Clerk asked Cllr. Bayley to remind officers at SDC that whilst they are not buildings and do not appear on any asset register, the trees on the village green are owned by the District Council and are their responsibility, not the parish's. There is a worry that during LGR this will be forgotten and there will be an assumption from any new unitary that these trees belong to the parish. The Clerk will also routinely remind contacts at SDC of this situation.

ACTION: KB/CLERK

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

The Chair and Cllr. Norton had attended an interesting event/site visit at Fort Halstead, hosted by the developer.

Points of note:

- The first phase is demolition which is expected to start in March 2026.
- All construction traffic is expected to turn left out of the site and not travel down through Dunton Green.
- The spoil is expected to stay largely on site (to be used).
- There is to be a mix of housing in an art deco style (with a modern twist). It is expected that there will be 40% affordable housing (although the Chair remains sceptical that this will ultimately be achieved).
- The main issue is that the water supply has not been sorted (currently it could supply 90 dwellings) and Thames Water are going to have to spend millions of pounds to provide a solution.
- The old Fort sits in the parish of Dunton Green (as do a significant number of the proposed new homes). The developer is under an obligation to have a visitor centre but despite approaches to major historic preservation organisations, no-one has expressed an interest in taking the Fort on.
- The roundabout at the top of Polhill will take a year to construct because of all of the services that need to be connected to the site. Telecoms are also a source of difficulty.
- A dial a bus service is to be introduced.
- Construction of homes is unlikely to start before the end of 2027.
- A detailed planning application (further to the outline planning permission) is expected to be submitted to SDC in autumn 2025.

07. CLERK'S REPORT

Ivy House Lane Roadworks July 2025

Following concerns raised by a resident, the Clerk asked KCC to install temporary signage to prevent the road being used as a cut through (and KCC obliged). On 9th September the resident called again to advise of a dangerous incident that morning. It was noted that KCC are now aware and that both DGPC and Otford PC have expressed support for the reinstallation of permanent signage regarding access restrictions for that lane (having been removed in 2014). The Clerk will monitor and follow up with KCC.

ACTION: CLERK

Pavilion Electricity Supply

The Clerk has negotiated with Smartest Energy a move away from their Budget Plan method of payment for electricity supply to the Pavilion to payment against invoices for actual use. A credit has been accrued, and this will be used in the first instance to settle invoices.

08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note or consider any issues brought to the attention of the Parish Council and to note the latest Police newsletter (if available)

There was discussion about antisocial behaviour (ASB) over the summer. Whilst there had been a small number of issues in the recreation ground, the main area of concern appeared to be Ryewood. However, formal reporting to the Police did not support the amount of social media posts about various incidents. There is some reporting going on, supported by the fact that the Police have attended Ryewood on several occasions over the past few weeks. It was reiterated again that reporting to the Police (999, 101, online) is the only way to build up a picture of activity. A one-off report of an incident may not, on its own, illicit a response, but a build-up of reports over days and weeks can provide intelligence, raise the profile of an area and make it a higher priority for action.

Following some discussion, the Parish Council will add laminated notices to its noticeboards to outline who people need to contact in the event of an incident.

ACTION: CLERK

8.2 DGPC funded Community Activities: to note any updates regarding youth and senior activities

No updates to report.

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 bank reconciliations (to 31st July and 31st August), and it was Resolved that they be accepted. Two Parish Councillors have verified all the bank balances stated on the reconciliations against the bank / investment statements.

BANK RECONCILIATION TO END 31/07/2025

Description	Value £	Value £
Cash in hand 01/04/2025		£171,327.80
ADD Receipts 01/04/2025 – 31/07/2025		£85,652.27
TOTAL		£256,980.07
SUBTRACT		
Payments 01/04/2025 – 31/07/2025		£69,095.85
A: Cash in hand 31/07/2025		£187,884.22
Cash in hand per Bank Statements		
NatWest Reserve 31/07/2025	£50,793.56	
NatWest Current 31/07/2025	£9026.80	
CCLA Public Sector Deposit 31/05/2025	£88,063.86	
CCLA Local Authorities Property Fund 01/04/2025	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£187,884.22
Less unrepresented cheques		£0.00

TOTAL		£187,884.22
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£187,884.22

BANK RECONCILIATION TO END 31/08/2025

Description	Value £	Value £
Cash in hand 01/04/2025		£171,327.80
ADD Receipts 01/04/2025 – 31/08/2025		£89,589.23
TOTAL		£260,917.03
SUBTRACT		
Payments 01/04/2025 – 31/08/2025		£84,201.34
A: Cash in hand 31/08/2025		£176,715.69
Cash in hand per Bank Statements		
NatWest Reserve 31/08/2025	£40,828.74	
NatWest Current 31/08/2025	£6,870.16	
CCLA Public Sector Deposit 31/08/2025	£89,016.79	
CCLA Local Authorities Property Fund 01/04/2025	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£176,715.69
Less unrepresented cheques		£0.00
TOTAL		£176,715.69
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£176,715.69

9.2 Budget 2026-27: to agree a date for a meeting of the Finance & General Purposes Committee to start discussions relating to the budget for 2026-27

The Clerk will send out suggested meeting November dates for the Committee.

ACTION: CLERK

9.3 To note questions raised by the External Auditor when undertaking the Annual Governance & Accountability Audit for 2024-25

The Clerk advised that Forvis Mazars LLP (External Auditor) had raised questions around the accounting of the CCLA investment accounts. The CCLA Local Authority Property Fund is a long-term investment fund and so should be accounted for in Box 9 of the Accounting Statement (AS) (and not Boxes 7 and 8). If a restated Accounting Statement is submitted this will avoid there being a qualified opinion on the AGAR. It was Resolved that the Clerk should submit a restated AS, as already prepared.

ACTION: CLERK

9.4 Conclusion of Annual Governance & Accountability Audit 2024-25: to consider the conclusion of the audit of the Annual Governance & Accountability Return (AGAR) 2024-25 (if available)

Further to Item 9.3, the Audit has not yet been completed. This Item is deferred to the October meeting.

ACTION: CLERK

9.5 To note that CCLA has been acquired by Jupiter Investment Management Group Limited

This was noted. Cllr. Lockey confirmed that there are no plans for CCLA's working practices or scheme parameters to change and so no action is required by DGPC at this stage.

10. ACCOUNTS FOR PAYMENT

10.1 It was Resolved to note expenditure for July & August 2025 and September 2025 to date and to approve items for payment in September. A list of cheques, bank transfers and direct debits (with supporting documentation) was provided and signed off by two councillors.

Payment Type	Description	Net £	VAT £	Gross £
July 2025 Payments (reported at July meeting in <i>italics</i>)				
BANK TFR	Bishops Services Ltd (<i>Bibby Factors Northwest Ltd</i>) <i>Pavilion cleaning, jet washing June 2025</i>	929.71	185.94	1115.65
BANK TFR	Gardens of Kent <i>Grounds Maintenance June 2025</i>	3199.50	639.90	3839.40
BANK TFR	Adobe Systems Software <i>Adobe Acrobat monthly subscription</i>	16.64	0.00	16.64
DD	Hiscox <i>Annual Insurance Premium Monthly Payment</i>	463.16	0.00	463.16
DD	Heliocentrix Ltd <i>Supply of new laptop, set up and warranty</i>	786.19	157.24	943.43
BANK TFRS	Staff Salaries & Expenses <i>July 2025</i>	2857.05	0.00	2857.05
BANK TFR	SDC <i>Dog Bins/Litter bins & litter picking Apr-Jun</i>	442.00	88.40	530.40
DEBIT CARD	Risk Assessment Products Ltd <i>Replacement defib battery & pads (village hall)</i>	186.78	37.36	224.14
DD	People's Partnership <i>Pension Payment July 2025</i>	392.10	0.00	392.10
DD	Smartest Energy <i>Pavilion Electricity Budget Plan payment June</i>	790.00	158.00	948.00
DD	Smartest Energy <i>Pavilion Gas (Jun)</i>	216.17	10.81	226.95
DD	Npower (was E.ON) <i>Unmetered Electricity Supply June 2025</i>	238.71	11.94	250.65
DD	Castle Water <i>Pavilion Water charges</i>	12.16	0.00	12.16
DD	Heliocentrix Ltd <i>Telephony / Broadband services</i>	26.75	5.35	32.10
DD	Heliocentrix Ltd <i>Microsoft 365 Licences June 2025</i>	99.48	19.90	119.38
DD	Heliocentrix Ltd <i>IT Support June 2025</i>	77.00	15.40	92.40
DD	SAGE UK Ltd <i>Payroll software</i>	11.00	2.20	13.20
DEBIT CARD	NALC <i>Staff Training (Webinar)</i>	35.00	7.00	42.00
BANK TFR	KCC (KCS) <i>Photocopier Leasing (Copy Charges)</i>	48.53	9.71	58.24
BANK TFR	The Original Tree Surgeon <i>Emergency work to trees in recreation ground</i>	350.00	70.00	420.00
DEBIT CARD	Amazon <i>Pavilion Supplies</i>	56.60	11.32	67.92
BANK TFR	First Stop Safety <i>PAT Kit Testing / calibration</i>	95.95	19.19	115.14
DEBIT CARD	Lebara <i>Mobile phone sim</i>	4.12	0.83	4.95
DD	EE <i>Mobile phone contract</i>	11.83	2.37	14.20
DEBIT CARD	IKEA <i>Picture Frames (x 5)</i>	33.34	6.66	40.00
DD	Hugobox <i>Website</i>	19.99	4.00	23.99

BANK TFR	Bishops Services Ltd (Bibby Factors Northwest Ltd) Pavilion cleaning, jet washing July 2025	929.71	185.94	1115.65
August 2025				
BANK TFR	Adobe Systems Software Adobe Acrobat monthly subscription	16.64	0.00	16.64
DD	Hiscox Annual Insurance Premium Monthly Payment	463.16	0.00	463.16
BANK TFR	Gardens of Kent Grounds Maintenance July 2025	4243.25	848.65	5091.90
DEBIT CARD	Amazon Office Supplies	53.24	10.65	63.89
BANK TFRS	Staff Salaries & Expenses August 2025	3073.13	0.00	3073.13
DEBIT CARD	Amazon Water Boiler Filter	57.59	11.52	69.11
BANK TFR	Safeplay Playground Services Ltd Supply and installation of Operator Signs	2214.85	442.97	2657.82
DD	Heliocentrix Ltd Telephony / Broadband services	26.75	5.35	32.10
DD	People's Partnership Pension Payment August 2025	452.10	0.00	452.10
DD	SAGE UK Ltd Payroll software	11.00	2.20	13.20
DD	Heliocentrix Ltd Microsoft 365 Licences	93.96	18.79	112.75
BANK TFR	Clean Air UK Ltd Legionella Risk Assessment	383.86	76.77	460.63
DEBIT CARD	Amazon Office Supplies	23.32	4.67	27.99
DEBIT CARD	Amazon Office Supplies	84.48	17.03	101.51
DD	Smartest Energy Pavilion Gas	128.22	6.41	134.63
BANK TFR	Phoenix Medical Services Ltd	250.00	0.00	
DEBIT CARD	Lebara Mobile phone sim	4.12	0.83	4.95
DD	EE Mobile phone contract	11.83	2.37	14.20
DD	Castle Water Pavilion Water charges	38.47	0.00	38.47
BANK TFR	SDC Saturday Freighter Hire (July 2025)	115.76	23.15	138.91
BANK TFR	Lewis Ross Done Music Entertainment for Fireworks event	170.00	0.00	170.00
BANK TFR	Sally Jolly (Welcome Printing) Printing (Autumn DG News)	1328.41	0.00	1328.41
BANK TFR	SPY Alarms CCTV: cabling deposit	305.00	61.00	366.00
DD	Hugofox Website	19.99	4.00	23.99
September 2025 Payments to date				
BANK TFR	Gardens of Kent Grounds Maintenance August 2025	3449.50	689.50	4139.40
BANK TFR	Bishops Services Ltd (Bibby Factors Northwest Ltd) Pavilion cleaning, jet washing August 2025	984.71	196.94	1181.65

BANK TFR	Adobe Systems Software Adobe Acrobat monthly subscription	16.64	0.00	16.64
DD	Heliocentrix Ltd IT Support July 2025	77.00	15.40	92.40
DD	Hiscox Annual Insurance Premium Monthly Payment	463.16	0.00	463.16
BANK TFR	Pyrovision Ltd Deposit – 2025 Firework Display	468.00	93.60	561.60
DEBIT CARD	First Stop Safety Online PAT Testing Training Course	69.00	13.80	82.80
BANK TFR	Safeplay Playground Services Ltd Quarterly Operational Inspection	153.00	30.60	183.60
BANK TFR	Safeplay Playground Services Ltd Repairs (Zip wire)	448.00	89.60	537.60
BANK TFR	KCC (KCS) Photocopier Leasing	82.52	16.50	99.02
BANK TFR	Clean Air UK Ltd Resampling Charges	223.50	44.70	268.20
BANK TFR	HMRC Shipley Qtr 2 2025-26 PAYE Tax & NI payment	4040.29	0.00	4040.29
BANK TFRS	Staff Salaries & Expenses Sept 2025	4083.48	0.00	4083.48
September Payments (expected but unconfirmed/not yet paid as at 09/09/25)				
BANK TFR	Pyrovision Ltd Balance for Fireworks event	4212.00	842.40	5054.40
DD	People's Partnership Pension Payment Sept 2025	395.25	0.00	395.25
DD	Smartest Energy Pavilion Gas (to Aug)	219.50	10.98	230.48
DD	Npower (was E.ON) Unmetered Electricity Supply July 2025	130.14	6.51	136.65
DD	Heliocentrix Ltd Telephony / Broadband services	26.75	5.35	32.10
DD	Heliocentrix Ltd Microsoft 365 Licences	93.96	18.79	112.75
DD	Heliocentrix Ltd IT Support August 2025	77.00	15.40	92.40
DD	SAGE UK Ltd Payroll software	11.00	2.20	13.20
BANK TFR	KALC KALC Finance Conference (Clerk)	70.00	14.00	84.00
BANK TFR	KALC Planning: Reforms to NPPF for Clerks (Clerk)	15.00	3.00	18.00
BANK TFR	KALC Nuts & Bolts of Clerking (Asst Clerk)	50.00	10.00	60.00
BANK TFR	KALC KALC Clerks' Conference (Clerk & Asst Clerk)	140.00	28.00	168.00

ACTION: CLERK

11. DUNTON GREEN FOR THE FUTURE

11.1 To note the date (Monday 22nd September) for a framework workshop with ONH Planning for Good

Noted. The workshop will take place in one of the changing rooms, due to Main Hall hirer commitments.

ACTION: ALL

12. PLANNING

12.1 CURRENT PLANNING To ratify comments submitted to SDC between meetings.

12.1a Planning Application 25/01197/HOUSE

Location: Pounsley Studio Pounsley Road

Development: Erection of single storey garage

Recommendation: Comments Only

'The Parish Council had concerns about previous applications regarding the size of proposed garage/extension developments and the proximity to the house and these have largely been addressed.

However, it is not clear in this application what is happening to trees on the site, as there are plans with and without the existing trees which are established. This is confusing - is it proposed that mature trees are to be felled for the erection of this garage or not? The Parish Council would not support removal of healthy mature trees or anything that might adversely impact on neighbours.

This is also a Green Belt site, and the Parish Council defers to Planning Officers with regard to whether this latest application meets the restrictions of local policies around harm to the Green Belt.'

12.1b Planning Application 25/01601/HOUSE

Location: Rosemount Morants Court Road

Development: Replacement of existing porch. Reposition of front door

Recommendation: Support

12.1c Planning Application 25/01802/FUL

Location Technical Treatments Ltd, Station Works, Rye Lane

Development: Alterations to and change of use of existing building to a mixed-use auditorium, event, and leisure space, for leisure, educational, community, place of worship, office and coffee shop uses (sui generis use). Including: upgrade of external building elevations (materials and office canopy). Associated parking and landscaping. Cladding to existing UKPN building.

Recommendation: Objection

'Dunton Green Parish Council submits this formal objection to planning application 25/01802/FUL on the grounds of inadequate parking provision and the unacceptable impact the proposed development would have on the local road network and highway safety.

Having reviewed the submitted Transport Assessment (May 2025), we consider the analysis and conclusions to be fundamentally flawed and unrealistic when assessed against the context of Dunton Green. The following critical concerns are raised:

1. Inadequate Parking Provision:

The proposal includes only 40 car parking spaces to serve a multi-use development comprising a 250-seat auditorium, soft play centre, gym, café, office/co-working spaces, and a place of worship. This figure is grossly insufficient, especially during peak times (e.g. Sunday services or events). Claims that only 10% of visitors will travel by car are unsubstantiated and not reflective of local travel behaviours.

2. Unrealistic Modal Split Assumptions:

The Transport Assessment assumes high levels of walking and cycling, relying on data from areas with greater infrastructure and different urban characteristics. Dunton Green lacks safe cycle routes and has narrow, incomplete pedestrian pathways. The walking route from key residential areas is constrained, particularly under the railway bridge where the footway is limited to one side only.

3. Inappropriate Baseline Comparison:

Trip generation assessments are based on a theoretical former use as a car repair workshop. However, this site has not been used in this way. This false baseline artificially minimises the perceived increase in traffic caused by the proposed development.

4. Local Road Network Constraints:

Rye Lane, Station Road and the Ryewood Estate already suffer from congestion and limited on-street parking. The proposal will result in further traffic and significant overspill parking onto nearby residential roads, exacerbating safety risks, especially for pedestrians and children.

5. Absence of a Parking Management Strategy:

The application lacks any detailed strategy for managing parking demand, particularly during multi-use or peak times. The assertion that staggered use will prevent conflict is not supported by operational detail or enforceable conditions.

6. Local Precedent:

The nearby Bat & Ball Centre provides 71 parking spaces for fewer concurrent uses. The applicant's provision falls far short of this standard and fails to reflect expected demand.

In conclusion, the Transport Assessment fails to realistically reflect the transport conditions in Dunton Green. The proposed parking provision is inadequate, and the application would result in unacceptable congestion, parking stress, and highway safety issues.

Furthermore, the application fails to acknowledge that there are already three public venues in this small village, none of which are at capacity. There is no demonstrated or evidenced demand for a fourth public venue.

We therefore urge Sevenoaks District Council to refuse application 25/01802/FUL.'

12.1d Planning Application 25/01186/HOUSE

Location: 28 Station Road

Development: New permeable block paved driveway and retaining walls, proposed dropped kerb.

Recommendation: Comments Only

'The Parish Council does not feel qualified to comment regarding the requirements in terms of size and location of the drive and therefore concludes that KCC's Highways team is best placed to indicate whether the application is suitable in this respect.

The Parish Council is of the opinion that there is insufficient information provided within the application (including the drawings/plans) to make any comment regarding the extent and impact of the retaining walls. This is not clear in what has been provided.

In principle the Parish Council has no objections to provision of parking spaces, it is just that the information in this application is lacking and so no recommendation is made by DGPC.'

It was Resolved to ratify all four of the responses above.

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

12.2a Planning Application 25/02197/HOUSE

Location: 31 Lennard Road

Development: First floor rear extension and associated roof alterations. Alterations to roof fenestration.

Hard copies of the plans were unavailable at the meeting (although these could have been accessed online prior to the meeting). It was agreed that the Clerk would forward copies of the papers to members and that responses would be submitted by 9am Monday 15th September.

ACTION: CLERK

12.3 PLANNING NOTIFICATIONS The decisions from SDC or the Planning Inspectorate were noted.

12.3a Planning Application 25/01838/FUL

Location: 205 London Road

Development description 1: Removal of single storey extension and sub-division of site to form a new dwelling; two storey extension to host dwelling.

Development description 2: Removal of single storey extension, garage and stone wall and part front/side of existing ground floor of the existing dwelling. Sub-division of site to form a new dwelling; two storey extension to host dwelling; landscaping; parking; new fence and creation of new vehicular access for the existing dwelling.

Application declared invalid:

Air Quality Assessment & Noise Assessment required

Redline on Location Plan / other drawings needs to include proposed works (new access)

Fence drawing required

12.3b Planning Application 25/01838/FUL

Location Technical Treatments Ltd, Station Works, Rye Lane

Development: Alterations to and change of use of existing building to a mixed-use auditorium, event, and leisure space, for leisure, educational, community, place of worship, office and coffee shop uses (sui generis use). Including: upgrade of external building elevations (materials and office canopy). Associated parking and landscaping. Cladding to existing UKPN building.

Decision: Refusal of Planning Permission

12.3c Planning Application 25/01838/FUL

Location: Rosemount Morants Court Road

Development: Replacement of existing porch. Reposition of front door

Decision: Planning Permission Granted

12.4 PLANNING ENFORCEMENT: Update regarding land opposite Ivydene London Road (Case Reference 21/00457/MCU) if available

It was noted that there has been no proper update, and the Clerk asked if Cllr. Bayley could follow up on this (acknowledging that the Planning Enforcement team is stretched). The Clerk will also continue to chase.

ACTION: KB/CLERK

12.5 LOCAL PLAN (PLAN 2040): To note update details provided in July 2025 and any additional information available

There has been no information about the sites to be included in Dunton Green in this new version of the Local Plan. The Clerk will monitor for updates and advise as soon as there is any information.

ACTION: CLERK

13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

13.1 CCTV Repairs: to note that cable repairs will be undertaken on 25th September

Noted. This will see the reinstatement of two key cameras in the recreation ground.

13.2 Recreation Ground Car Park: to note bollard damage and repair scheduled

Noted. Work has been completed. There was also discussion around car parking and issues for contractor access to site. The Parish Council will reintroduce ad hoc closing of the car park, as is indicated will happen on the signage at the location.

ACTION: ALL

13.3 Pavilion Water Issues: to note concerns raised and first steps to resolve issues

Following the annual Legionella assessment and water sample testing, a high reading had been discovered in a sample from a tap in one of the toilets. On the advice of the contractor, the cold taps have been declared unavailable for use (and bottled water has been purchased for hirers requiring drinking water; the hot water boiler is unaffected). A second sample has been taken and will be analysed. It is probable that the high reading is an anomaly, but the Parish Council will undertake any actions required when the results of the second sample are known. Legionella is an airborne disease, spread through vapour droplets, hence there being no requirement to close the building.

13.4 Festive Lighting 2025: to note that an application has been submitted and a date agreed with the contractor for the scheme to be switched on.

Noted. The lights will be switched on, unceremoniously, by the contractor over the weekend of 29th/30th November so that they are operational for 1st December.

13.5 Saturday Freighter Service: to note communications from SDC regarding issues with continuing the service

The Clerk advised that an email had been received from Trevor Kennet (Head of Direct Services at SDC) indicating that the Saturday Freighter will stop with effect from October. The Clerk had replied indicating that dates had only been reconfirmed in July (out to March 2026) and that the Parish Council has already published these dates. There has since been a backtrack by SDC, albeit there is apparently an issue with getting staff to cover the service

(therefore putting doubt on its continuation in the longer term). Other parishes have complained similarly. The Clerk will continue to follow up as the dates approach.

ACTION: CLERK

13.6 Miscellaneous works: to consider a quotation for various works (some already authorised and completed, others requiring further discussion and agreement)

The Clerk confirmed that the gate posts at the allotment have been replaced (and Cllr. Hersey confirmed that he has repaired the gate itself) and concreting work to repair the housing of a manhole at the rear of the Pavilion has been completed. There remains a scheme of works (multiple small jobs). It was Resolved to approve the quotation to complete the works at a cost of £580.00. A quotation regarding new storage cupboards to replace the metal lockers in the main foyer needs further information and the Clerk is also to look at 'off the shelf' solutions.

ACTION: CLERK

13.7 Climbing Space Net: to note condition issues and consider repair versus replacement.

The Clerk had been contacted in the holiday to advise that a child had cut their hand on exposed wires on the space net. The Parish Council took immediate action to tape the offending section, and the play equipment contractor had also come to site and had taped further sections. The Clerk had requested a quote to repair the equipment and a quote to replace with new, for comparison. After discussion, it was concluded that given the age of the kit (estimated to be at least 25 years) and the cost of a repair (£920 – and no guarantee that there would not be ongoing degradation of the cabling/wires), it would be more economic (and safe) to replace with a new Pyramid Net. It was Resolved to accept a quotation of £7985.00 for removal and disposal of existing kit, supply and installation of a new climbing net, supply and installation of grass mats and post installation inspection.

The Clerk was asked to request that when excavating the site, the contractor install a French drain to link to the ditch, to help reduce flooding of this area. This will be an additional cost, which was acknowledged.

ACTION: CLERK

It was noted that the Clerk has been advised (just before the meeting) that someone has been metal detecting at night in the recreation ground and has dug holes. The grounds maintenance team has also advised about the creation of biking ramps at Longford Meadow, holes being dug and soil used to build ramps and making maintenance difficult. The Assistant Clerk/Facilities Officer will inspect sites and take photographs and then the Clerk will contact the grounds maintenance team to fill and make good these areas.

ACTION: ASST. CLERK/CLERK

14. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

14.1 Mill Road: to note resident concerns regarding commercial vehicles being left for long periods and to consider whether any follow up actions could be taken

Vehicles are being parked in the turning area at the end of Mill Road, next to Longford Meadow. Members concluded that there was nothing that DGPC could do if there are no parking restrictions and vehicles are appropriately taxed and insured. The area will be monitored to see if this continues.

ACTION: CLERK

14.2 Railway Improvement Works: to note that a programme of works to refurbish the footbridge commenced in July 2025 and is expected to be completed by mid-October

Noted.

14.3 Temporary Road Closures – Morants Court Road: to note that over two weekends (starting 19th and 26th September) the road will be closed

Noted.

15. EVENTS

15.1 SDC Family Fun Day – Wednesday 30th July at the Recreation Ground: feedback

The event was well attended and having Batch 18 providing refreshments (a new departure for DGPC) was welcomed.

15.2 Annual Fireworks Event - Saturday 27th September: to confirm final details

There was some discussion around the event. The key aspects are the need for 6 people to be available at 10am at the recreation ground on the day to erect the gazebo with Cllr. Hersey. Due to the lack of availability of other councillors, Cllr. Lockey will be the main contact point for the day. There will be a need for someone to be on site to help facilitate the Team DG group to set up their barbeque area. The Clerk will update the 'schedule' to reflect the latest status and will issue a link.

ACTION: ALL/CLERK

15.3 Remembrance Day Service -Sunday 9th November

This event will be discussed at the October meeting and a councillor will be nominated as the lead for this event. In the meantime, the Clerk will start to contact St. Mary's, the Scouts, and the school regarding attendance and wreaths.

ACTION: CLERK

15.4 Christmas Singalong - December: to confirm the date and discuss refreshment options

It was Resolved that the event will take place on Friday 19th December, starting at 6pm. The structure of the event will be discussed over coming meetings.

ACTION: CLERK

16. CORRESPONDENCE & COMMUNICATIONS

16.1 Members considered or noted correspondence received since the July 2025 meeting (not already covered by an agenda item)

16.1a Allotment & Leisure Gardener – Issue 3 2025

16.1b KCC [Email] – Parish Bus Stop Shelter Grant 2025/2026

16.1c SDC [Email] – Community Grant Scheme 2025 / Silver Sunday 2025

16.1d SDC [Email] – West Kent Rural Grants

16.1e SDC [Email] – Free Mental Health Training Opportunities

16.1f Resident [Email] – Speed Camera Enquiry

16.1g Kent Downs [Email] – Roadside Fingerpost Restoration

16.1h KALC [Email] – Calls for Motions for KALC AGM

16.1i KCC [Email] – Budget Consultation (deadline 29/09/25)

16.1j UK Clothing Caravan [Email] – Request to site a textile recycling bank in Dunton Green

16.1k Kent County Playing Fields Association – Invitation to 98th AGM 17th September 12.30pm

16.2 Dunton Green News (newsletter): to note next copy deadline of 1st November; and to discuss editorial matters (content / advertising)

There has been a delay in the delivery of the newsletters, but these were now available and to be delivered across weeks commencing 8th and 15th September. Cllr. Parker's round would be covered by Cllr. Hersey and Cllr. Lockey would pick up another round (usually completed by a volunteer). The Clerk will discuss the delivery arrangements from the printer with the contractor.

ACTION: ALL/CLERK

17. CO-OPTION

No applications for consideration.

18. DATE OF NEXT MEETING

18.1 Scheduled: 14th October 2025 (7.30pm) – Full Council

19. PUBLIC SESSION

None. Members of the public had been permitted to ask questions during the meeting (although this is not a standard practice).

The meeting closed at 9.13pm.

Chair_____

Date_____