

DUNTON GREEN PARISH COUNCIL

MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 12th SEPTEMBER 2017 at 7.30pm

PUBLIC SESSION

None.

1. PRESENT / APOLOGIES

Present: Cllrs. Mrs. England, Fox, Hersey, Lapham, Carrol, Mrs. Gomes-Chodynietcki, Lockey

Apologies: Cllrs Bayley (SDC), Chard (KCC)

In attendance: Tracy Godden (Clerk), Kelly Webb (SDC), 5 residents (including Mrs Gemma Chandler and Mr & Mrs Bristow (Dunton Dragons FC))

2. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 11th July 2017 were approved as a true record.

Proposed - Cllr Mrs. Gomes-Chodynietcki, Seconded - Cllr. Carrol and Agreed.

The minutes of the meeting of the Amenities Committee held on Tuesday 25th July 2017 were approved as a true record.

Proposed - Cllr. Fox, Seconded - Cllr Mrs. Gomes-Chodynietcki and Agreed.

The Terms of Reference adopted for the Amenities Committee were approved.

Proposed - Cllr Mrs. Gomes-Chodynietcki, Seconded - Cllr. Fox and Agreed.

3. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

4. GENERAL ADMINISTRATION

4.1 Member Dispensations & Non-Pecuniary Interests: Requests for dispensations to be submitted to the Clerk for approval.

None.

4.2 Disclosable Pecuniary Interests / Non-Pecuniary Interests

The Clerk reminded members that ensuring that the details contained within their DPI & NPI forms were up to date and accurate was their responsibility. Any changes in their personal circumstances (such as a change in employment) should be disclosed. To assist, the Clerk would provide members with their current forms for checking. Any changes to information would require the submission of a new form to SDC.

ALL
Clerk
ALL

4.3 Councillor vacancies / Co-option

The Council has four vacancies and continues to try to generate interest from the community to become involved.

4.4 Councillor training

Cllr Mrs. Gomes-Chodynietcki expressed interest in the next KALC Planning Conference. The Clerk would forward details.

Clerk

4.5 SGN; Easement on Village Green

The Clerk & the Chairman had met with Southern Gas Networks (SGN) representatives in early August to discuss the latest proposal to install a gas main in the village green (southern section) and the use of compounds during the three expected stages of work for storage purposes. Details of the full proposal had been forwarded to members ahead of the meeting to allow members to review the plans and suggestions.

It was Proposed - Cllr. Lapham, Seconded - Cllr. Carrol and Agreed that SGN's proposal to install a new gas main in the village green (as an alternative to the new main being located in London Road) be accepted (along with the £1000 consideration from SGN for doing so). In addition, the Parish Council would permit the use of the northern end of Longford Meadow as a compound area for the storage of equipment and tools (as SGN had used previously) at the rate of £50 per week during the periods of work. The use of a small compound on the village green during works was also agreed (at

GH
Clerk
ALL

nil cost). All ground disturbances were to be made good by SGN after completion of each stage. The easement agreement would be arranged on the basis of the current proposal. Any changes to the proposal would necessitate any easement agreement being renegotiated. The Clerk would advise SGN and instruct the Parish Council's solicitor to proceed.

Clerk

5. DGPC REPRESENTATIVES - EXTERNAL BODIES

5.1 Feedback from any meetings attended by DGPC's representatives on external bodies
Cllr. Fox had been present at the last meeting of the Donnington Hall Management Committee (which was not well attended) on 1st August. A new cleaner had been appointed. Damage to paintwork had been made good by Cllr. Fox and he continued to do some redecorating (painting) at the hall. It was noted that the Management Committee should make changes to its charitable status which would mean that the Trustees would no longer be responsible for the Hall's management.

Cllrs Mrs. England and Hersey had attended the last KALC Sevenoaks Area Committee meeting. It was noted that SDC is considering taking back the housing list back from Housing Association as they feel that they will be better able to administer the list (relations with the Housing Association were not as good as they should be). The new owners of the Fort Halstead site were confirmed as Merseyside Pension Fund. SDC is in discussion regarding development across the district.

5.2 Meetings due to be attended

Donnington Hall Management Committee 10th October
KALC AGM 18th November

TF
TBD

In order not to delay Kelly Webb further, it was agreed that elements of Item 8 be brought forward for discussion.

8. COMMUNITY DEVELOPMENT & SAFETY

8.1 Community Development Officers Report

The report had been circulated to members prior to the meeting and was noted.

It was noted that due to a surplus of funds it was possible that the contracts of the two Community Development Workers could be extended from June 2018 (when they were due to expire) to the end of that financial year (so to 31 March 2019). Kelly Webb suggested that it would be of benefit to Dunton Green to see the work continue for an additional nine months as integration of the new Ryewood community into the wider Dunton Green community had proved more challenging than anticipated and sought the Parish Council's approval. It was Resolved that the contracts should be extended to provide further time and opportunities to develop community cohesion now that a significant number of homes on the Ryewood development were occupied.

8.2 Anti-Social Behaviour

8.2a To include PCSO Report & ASB - general update & feedback

Kelly Webb confirmed that KFRS will be coming to Dunton Green as a priority to engage with young people. The KCC youth worker can only attend Dunton Green on a Wednesday evening but will be tasked by the Community Safety Unit (CSU) as and when required.

Cllr. Lockey arrives.

Kelly Webb commented that there had been PCSO reorganisation across the district and that specialist police officers (dealing with vulnerable adults, vulnerable children and so forth) would now be based at the SDC office (and could therefore work closely with the CSU).

Kelly Webb leaves the meeting.

6. CLERK'S REPORT

Dunton Dragons FC

- Update from meeting with DDFC 21/08/17

The Chairman updated members on discussions from this meeting. The Parish Council had agreed that a youth side could play at Dunton Green when a proposal was brought to the Parish Council in April. There had been a remote longer-term possibility of a senior team playing. At the August meeting, it transpired that Dunton Dragons had been able to put together a senior team (and register it with a league) and that three youth teams should be

playing from September. Following further discussion, it was Proposed - Cllr. Lapham, Seconded - Cllr. Hersey and Agreed that in principle the Parish Council would permit a senior team to play at the pitch in the recreation ground on the proviso that the club was properly constituted and affiliated by the FA and that the club has Public Liability Insurance (the Parish Council would require proof of these elements).

Clerk

Mr & Mrs Bristow (from Dunton Dragons FC) confirmed that at the present time there were no youth teams registered with leagues. The senior team was the only official DDFC team. It was hoped that some friendly games might be arranged going forward for younger players to try to gather numbers for team registration for the 2018/19 season.

- Charging proposal

The clerk had conducted research of local facilities and charging levels and the conclusion was that for a senior team using the pavilion facilities as well as the pitch the charge should be £1200 per season.

It was Proposed - Cllr. Fox, Seconded - Cllr. Lapham and Agreed that the annual charge should be £1200, reduced to £1000 for the first season. The invoice could be paid in two parts. The charge would be reviewed each year.

Clerk

- General communications/grass cutting

There was discussion about the pitch condition and, in particular, the grass cutting. It was Proposed - Cllr Mrs. Gomes-Chodynieski, Seconded - Cllr. Hersey and Agreed that Dunton Dragons FC (Mark Bristow specifically) be permitted to cut the pitch area at no cost to the Parish Council. This was subject to Mr Bristow supplying a copy of his public liability insurance to the Clerk.

Clerk

The Parish Council would review the verti-draining requirement for the current season.

Clerk

Footpath behind Ryewood

- Resident has spoken with KCC; wishes to speak to DGPC about making changes to 'gates' on the footpath (due at meeting). Discussed in Public Session prior to the meeting.

Berkeley Homes - latest proposal

- Meeting with Alex Davies (BH)

The Clerk & Chairman had been invited to attend a meeting about a revised proposal for the site. There had been a consultation earlier in 2017 regarding a proposal for 31+ dwellings in the space that had previously been earmarked for commercial development / medical facility. Berkeley homes had indicated that there had been no interest shown in the D1 facilities. However, this had been questioned by a number of organisations and Berkeley Homes had been asked to extend their advertising period to properly demonstrate a genuine lack of interest. As a result, Berkeley Homes had developed a slightly altered proposal with the space for three of the proposed dwellings being used for a community building which Faithworks would operate from. During the informal discussions, the Clerk & Chairman had expressed initial concerns on several levels, including: where is the demonstrated need for yet another community building in DG when the new Pavilion is not operating at anywhere near full capacity; the adverse impact of an onsite community building on all attempts by the CDWs (paid for by Berkeley Homes funds) to integrate the Ryewood community with the wider Dunton Green community; the lack of parking for such a building (3 spaces allocated)?

It had been indicated that this revised proposal would be submitted to planning at SDC before the end of August and there had been an expectation that a planning application would be available for discussion at the September DGPC meeting but the application had not been submitted yet.

- Follow up meeting with Faithworks

Faithworks had contacted the Clerk to arrange a meeting following feedback to them from Berkeley Homes. The Clerk & Chairman had met with Judy Collins (Faithworks) and Charlie Ingram (Bessels Green Baptist Church). They indicated that they had been asked by Berkeley Homes to keep their discussions regarding the proposal confidential. The concerns that had been raised by the Clerk & Chairman with Berkeley homes were discussed and

Faithworks were asked what it was that they felt could not be provided at the Pavilion that could only be met by having a new community building. Faithworks were urged to work with the Parish Council to ensure best use of existing facilities to meet the demands of the community.

Any application submitted by Berkeley Homes for the site would be considered on its merits.

Saturday Freighter

- Proposal to revert to a quarterly collection (currently only three times per annum)
It was Proposed - Cllr. Lockey, Seconded - Cllr. Lapham and Agreed that the service should return to the more regular quarterly timetable. Clerk to advise SDC.

Clerk

CIL £

- It was noted that the fund was open for applications (deadline for the current round is 1st December).

Inspection reports

- A new form (based on Cllr. Hersey's single page and trialled by the Chairman) would be circulated by the Clerk, together with a reminder of the rota.

Clerk

Portacabin removal

- This had now been completed and it had been agreed that the charge for removal would be divided between Knockholt & Dunton Green Parish Councils.
- The Chairman & Cllr. Hersey were thanked for making the arrangements and being on hand on the day.

7. **REPORTS OF URGENT ACTIONS** taken by the Clerk in consultation with the Chairman.

There had been a requirement between the July & September meetings to write & have signed 20 cheques. Councillors, having reviewed the supporting documentation, signed these and urgency certificates to confirm the action. Details of the cheques and payees are available under 'Accounts for Payment', Item 10 below.

8. **COMMUNITY DEVELOPMENT & SAFETY**

8.2 Anti-Social Behaviour

8.2a To include PCSO Report & ASB - general update & feedback

In addition to the feedback provided by Kelly Webb above (before Item 6), a report had been submitted by PCSO Collins which was noted.

It was also noted that as a result of the PCSO reorganisation, Dunton Green would have two PCSOs (Ellie Collins and Amy Hardy). There was expected to be better coverage of their areas because of changed shift patterns and the two PCSOs being shifted differently for most of the week.

It was agreed that, for the time being, the bench located in the recreation ground under the trees near the portacabin (which attracted antisocial behaviour) would be removed and stored at Cllr. Lapham's house.

AL

8.3 Youth Provision

8.3a Kick Kent

It was noted that sessions would be available to Christmas. Further sessions for 2019 would be negotiated later in the year.

8.3b Play Place

A report for the last programme had been received and was noted. It was unclear at this stage what provision there would be as a result of staff changes. Play Place had committed to services to the end of September but had already missed the first anticipated week of the term. Discussions with Play Place & SDC were ongoing.

9. **FINANCE**

9.1 To receive a bank reconciliation to the end of the previous month (if documentation is available to complete this task prior to the meeting) and to note the month end balance and acknowledge balance statement values have been verified.

The bank reconciliation to the 1st September 2017 was accepted.

The Chairman confirmed that she had verified the bank balances stated on both the 02/08/2017 reconciliation and 01/09/2017 reconciliation against the bank statements.

| | | | |
|-----------------------------------|--------|-----------|-------------------|
| Cash in hand 01/04/2017 | | | 76,274.46 |
| | | | |
| ADD | | | |
| Receipts 01/04/2017 - 01/09/2017 | | | 65,740.30 |
| | | | 142,014.76 |
| | | | |
| SUBTRACT | | | |
| Payments 01/04/2017 - 01/09/2017 | | | 44,651.60 |
| | | | |
| A: Cash in hand 01/09/2017 | | | 97,363.16 |
| | | | |
| | | | |
| Cash in hand per Bank Statements | | | |
| Current 01/09/2017 | | 14,363.35 | |
| Reserve 01/09/2017 | | 83,635.81 | |
| | | | 113,980.83 |
| | | | |
| Less unrepresented cheques | | | |
| 4597: Football course) | 600.00 | | |
| 4612: Subscription | 36.00 | | 636.00 |
| | | | |
| | | | 97,363.16 |
| | | | |
| Plus unrepresented receipts | | | 0.00 |
| | | | |
| B: Adjusted Bank Balance | | | 97,363.16 |
| | | | |

9.2 Annual Return 2016-17

It was noted that the external audit of the Annual Return had been completed by PKF Littlejohn. The Clerk advised that the auditor's certificate and report included no qualifying comments.

10. ACCOUNTS FOR PAYMENT

10.1 It was resolved (Proposed - Cllr. Carrol, Seconded - Cllr Mrs. Gomes-Chodynietcki and Agreed) to approve for payment a list of cheques (with supporting documentation) as detailed below.

Payment Details:

| | | | | |
|------|--|--------|-------|--------|
| 4597 | UC 037/2017 Kick Kent Community Football sessions Sept to Dec incl. | 600.00 | | 600.00 |
| 4598 | UC 038/2017 Clerk's expenses (Funding Central subscription / domain name renewal) | 115.98 | 23.20 | 139.18 |
| 4599 | UC 039/2017 Brady Corp Ltd (CCTV signs) | 58.91 | 10.38 | 69.29 |
| 4600 | UC 040/2017 KALC Councillor Training | 60.00 | 12.00 | 72.00 |
| 4601 | UC 041/2017 Mr G Hersey expenses (fuel for petrol strimmer) | 5.70 | | 5.70 |
| 4602 | UC 042/2017 PKF Littlejohn LLP Annual Return Audit Fees 2016/17 | 400.00 | 80.00 | 480.00 |
| 4603 | UC 043/2017 | | | |

| | | | | |
|---------------------------------|--|---------|--------|---------|
| | Telecom Alarms Ltd CCTV Upgrade (payment 1 of 2) | 2700.00 | 540.00 | 3240.00 |
| 4604 | UC 044/2017 Pulse Cleaning Systems Ltd August pavilion cleaning | 612.23 | 122.45 | 734.68 |
| 4605 | UC 045/2017 KCC Photocopier leasing | 173.93 | 34.78 | 208.71 |
| 4606 - 4607 | UC 046/2017 / UC 047/2017 Staff salaries & expenses August 2017 | 2072.17 | 14.28 | 2086.45 |
| 4608 | UC 048/2017 Jaydee Living Ltd Two litter bins for MUGA | 365.90 | 73.18 | 439.08 |
| 4609 | UC 049/2017 Telecom Alarms Ltd CCTV Upgrade (payment 2 of 2) | 2700.00 | 540.00 | 3240.00 |
| 4610 Last cheque in book | UC 050/2017 Clerk's expenses (litter picks, including kids, plus vests & gloves) | 100.11 | 2.63 | 102.74 |
| 4611 First cheque in book | UC 051/2017 The Kentish Gardener (Miss J Saunders) Flower bed maintenance & new plants | 260.00 | | 260.00 |
| 4612 | UC 052/2017 CPRE Subscription for 2017/18 | 36.00 | | 36.00 |
| 4613 | UC 053/2017 Express Keys & Lock Services (Call out from April) | 50.00 | 10.00 | 60.00 |
| 4614 | UC 054/2017 Alan J Davies Grounds Maintenance July '17 | 838.00 | | 838.00 |
| 4615 | UC 055/2017 Teambase Pavilion & office supplies | 87.86 | 17.58 | 105.44 |
| 4616 | UC 056/2017 Welcome Printing Autumn edition of DG News | 475.00 | 0.00 | 475.00 |
| | | | | |
| 4617 | Pulse Cleaning Systems Ltd September pavilion cleaning | 612.23 | 122.45 | 734.68 |
| 4618 | Knockholt Parish Council Contribution to removal of portacabin costs | 167.50 | | 167.50 |
| 4619 | St John Ambulance First aid cover Fireworks event | 92.00 | 18.40 | 110.40 |
| 4620 | Alan J Davies Grounds Maintenance August '17 plus Mill Road small open space clearance works | 1961.00 | | 1961.00 |
| 4621 - 4622 | Staff salaries & expenses September 2017 | 1863.10 | | 1863.10 |
| | | | | |
| DD | E.On Electricity (pavilion Jun/Jul paid 25/07/17) | 105.39 | 5.27 | 110.66 |
| DD | E.On Electricity (pavilion Jun/Jul paid 07/08/17) | 43.57 | 2.18 | 45.75 |
| DD | E.On Gas (pavilion Jun/Jul paid 25/07/17) | 29.12 | 1.46 | 30.58 |
| DD | E.On Gas (pavilion Jun/Jul paid 07/08/17) | 13.15 | 0.66 | 13.81 |
| DD | BT Telephone & Broadband Jul 17 paid 08/08/17 | 73.42 | 14.68 | 88.10 |
| DD | SAGE UK Ltd Payroll software (paid 16/08/17) | 6.00 | 1.20 | 7.20 |
| DD | B&CE HSM Ltd (The People's Pension) (paid 10/08/17) | 210.72 | | 210.72 |
| DD | E.On (UMS elec for street lighting July 2017 (paid 15/08/17) | 290.76 | 58.15 | 348.91 |
| DD | E.On Electricity (pavilion Jul/Aug 04/09/17) | 85.54 | 4.28 | 89.82 |
| DD | E.On Gas (pavilion Jul/Aug 04/09/17) | 28.94 | 1.45 | 30.39 |
| DD | BT Telephone & Broadband Aug 17 due 08/09/17 | 73.00 | 14.60 | 87.60 |
| DD | SAGE UK Ltd Payroll software (due 16/09/17) | 6.00 | 1.20 | 7.20 |
| DD | B&CE HSM Ltd (The People's Pension) (due 15/09/17) | 198.56 | | 198.56 |
| DD | HMRC PAYE Tax & NI QTR 2 2017/18 (due 30/09/17) | 2426.40 | | 2426.40 |
| DD | E.On (UMS elec for street lighting Aug 2017 (due 15/09/17) | 290.76 | 58.15 | 348.91 |
| DD | E.On Electricity (pavilion Aug/Sep due 25/09/17) | 71.35 | 3.57 | 74.92 |
| DD | E.On Gas (pavilion Aug/Sep due 25/09/17) | 35.79 | 1.79 | 37.58 |

11. **PLANNING**

11.1 CURRENT PLANNING To **ratify** recommendations made following Council consideration outside of a full Council meeting (because of deadlines for response).

| | |
|---------------------|---|
| 11.1a | |
| Application Number: | 17/01944/FUL |
| Location: | 24 Hillfield Road |
| Development: | Erection of a two-bedroom dwelling with amendments to add additional living space by converting the garage into habitable space and the conversion of a study to a bedroom |
| Recommendation: | <p>Support</p> <p>Support in principle to the concept of the application but with some additional comments below:</p> <p>There is a concern, from the drawings provided, that it appears that the flank wall of the house is to be removed to provide a much more open plan living space. The Parish Council would like some assurance that Sevenoaks District Council has received (or will receive) detailed calculations from a qualified structural engineer that the first floor of the building can be properly supported following the removal of such an expanse of wall.</p> <p>It was Proposed - Cllr. Hersey, Seconded - Cllr. Lockey and Agreed that this recommendation be ratified.</p> |
| 11.1b | |
| Application Number: | 17/02336/FUL |
| Location: | Dunton Green Free Church Station Road |
| Development: | Erection of a mews development comprising 2nos. detached houses, 2nos. semi-detached houses and 1 no. detached bungalow (Class C3); together with 5 associated infrastructure including 9nos. car parking bays with electric charging points, refuse and cycle storage, hard and soft landscaping, and boundary treatment |
| Recommendation: | <p>Objection</p> <p>Reasons:</p> <p>The developer has taken on board the objections raised to previous applications for this site and has taken steps to address many of them. The site itself is now larger than for the original applications and there can be fewer legitimate concerns about overcrowding on that site.</p> <p>However, the Parish Council still has several concerns:</p> <ol style="list-style-type: none"> 1. There is some discrepancy in the documentation provided about the number of parking spaces provided. The application indicates that the number is 9 and many of the drawings reflect this but there are others that indicate 8. This needs to be clarified. 2. It is equally unclear with regard to the parking provision for the proposed bungalow. At best, it is one space but it actually looks like nil spaces on some of the plans and drawings? Again, this needs clarification. 3. 9 parking spaces for five homes (2nos. 3 bed and 3 nos. 4 bed) is inadequate 4. The acceptability of the sight lines on exiting the site onto Station Road remains a concern 5. The bungalow has the potential to become a significantly larger dwelling with rooms on the first floor being shown as 'storage & loft' yet accessed by a set of stairs. There is obvious and clear potential for this to be converted to habitable space and presumably without a need for further full planning permission? If planning permission is granted for the site is it possible to grant permission with no permitted development rights to ensure that this unit stays as a bungalow (albeit a chalet bungalow)? |

| | |
|---------------------|---|
| | It was Proposed - Cllr. Hersey, Seconded - Cllr Mrs. Gomes-Chodynieski and Agreed that this recommendation be ratified. |
| 11.1c | |
| Application Number: | 17/02392/HOUSE |
| Location: | 30 Kingswood Road |
| Development: | Two storey and single storey rear extension |
| Recommendation: | Support |
| | It was Proposed - Cllr. Hersey, Seconded - Cllr. Fox and Agreed that this recommendation be ratified. |

11.2 CURRENT PLANNING To consider the applications and to resolve to agree recommendations.
None.

11.3 PLANNING NOTIFICATIONS It was resolved to note the decisions from SDC or the Planning Inspectorate.

| | |
|---------------------|---|
| 11.3a | GRANT OF PLANNING PERMISSION |
| Application Number: | 17/02015/FUL |
| Location: | Land South of 25 Hillfield Road |
| Development: | Erection of dwelling |
| Grant: | Subject to conditions |
| 11.3b | REFUSAL OF PLANNING PERMISSION |
| Application Number: | 17/01944/FUL |
| Location: | 24 Hillfield Road |
| Development: | Erection of a two-bedroom dwelling with amendments to add additional living space by converting the garage into habitable space and the conversion of a study to a bedroom |
| Refusal (SDC): | The proposal does not provide for adequate on-site car parking and would result in vehicles parking on the highway to the detriment of road safety. This conflicts with Policy T2 of the Sevenoaks Allocations and Development Management Plan. |

11.4 Sevenoaks District Council Local Plan Consultation Documents (August 2017) - Issues & Options Consultation 2017

The Chairman encouraged members to view the documents. Fundamentally, from the information provided at various meetings and through the document, Dunton Green was likely to be vulnerable to further development. The expectation is that there will be a push to put as much housing as possible in urban areas (a large part of Dunton Green having been re-classified as part of 'Sevenoaks Urban') with 70 dwellings per square hectare. Brownfield sites would then be used and 'weak' areas of Green Belt identified through the 'Call for Sites' process had potential in the longer term to be used (with special exceptions and so forth). Rural areas would be targeted to have 35 dwellings per square hectare.

11.5 Enforcement notice - Donnington Manor Hotel
Noted.

12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

12.1 Pavilion

a) Changing rooms

Further to the July meeting, it had been confirmed that the original quotation still stood and the Clerk had instructed the contractor to commence with the works. Parts had been ordered and it was anticipated that works would be completed in October.

b) Other matters

- i. Chairman / Clerk board: The Clerk was asked to obtain quotes for a formal board to record the details of Parish Council Chairmen and Clerks to be installed at the Pavilion (replacing the old brass plate that had been located on the noticeboard previously located at the school).

Clerk

- ii. Freezer: Mr Bayley's old freezer had been left in the outside store when he moved from the village. It was agreed for now that the freezer should be kept by the Parish Council (rather than disposed of) as it was useful at events.
- iii. Gazebo: A second-hand 35m2 gazebo is for sale at Clydach Marine. It was Proposed - Cllr. Lockey, Seconded - Cllr. Lapham and Agreed that this should be purchased for the asking price of £40. The Clerk had already been in contact with the owners and would liaise with them in early October on their return from holiday.

Clerk

12.2 Recreation Areas

- a) CCTV Upgrade: It was noted that installation works had been completed. There were some teething issues still to be resolved but a site visit had been arranged to manage this.
- b) Recreation Ground Lighting Project
It was Proposed - Cllr. Fox, Seconded - Cllr Mrs. Gomes-Chodynietcki that the decision to appoint Carrington Electrical to complete works be ratified.

Clerk

12.3 Grounds Maintenance

- a) Mill Road small open space
A project to open up the small open space had commenced. The first stage was to remove a lot of the neglected planting at the front of the site and any unhealthy trees/plants within. The site would now be allowed to settle until the spring when an assessment of what could be done to further improve the site would be made. The Clerk advised members of the council that she had received a repeat complaint about a willow tree on the site. The tree in question is next to a street light and has regularly required cutting back to stop the street light being obscured. Another complaint about the tree is that its pollen affects a very small number of residents (although they are not adjacent to the tree). One limb of the tree grows close to the light and it was proposed - Cllr. Lockey, Seconded - Cllr. Lapham and Agreed that the offending limb be removed to address the concerns about & to improve the light situation.
- b) Flower beds (update)
It was noted that metal edging had now replaced the decaying log roll. It was noted that at the Rose Garden there was a need to trim around the edges and that there was a stone missing from the wall.

Clerk

Clerk

13. ALLOTMENTS

Nothing to report.

14. FOOTPATHS (Public Rights of Way)

Nothing to report.

15. HIGHWAYS AND TRANSPORT

15.1 Station Rd / London Road junction

Cllr. Carrol had been contacted by a number of residents concerned about this junction. A petition had been suggested although it was felt that a better demonstration of public feeling on this would be given by people writing to KCC in numbers. Cllr. Carrol would pass on Cllr. Nick Chard's contact details as the local KCC representative on this.

AC

15.2 Cllr Nick Chard had been contacted by a resident expressing concern about speeding along Rye Lane and Cllr. Chard had asked for the Parish Council's view on this. The consensus was that ultimately the issue boiled down to enforcement but it was agreed that a proposal to extend the 30mph zone from Dunton Green to Otford along Rye Lane should be implemented and the derestricted zone should be removed. The Clerk was asked to inform Cllr. Chard and indicate that the Parish Council would support such a move.

Clerk

15.3 Kent Highways Parish Seminar

The Clerk advised that she would be unable to attend the next scheduled seminar. The Chairman would attend.

It was noted that Thames Water had had to undertake works to repair a collapsed sewer. The works had been completed at the northern end of the village green. Disruption to the village had been minimal and the site had been made good.

It was also noted that South East Water had works to undertake in London Road from September. There was likely to be traffic disruption during this period (likely 2 to 3 months) with the need for traffic lights to be in operation.

Lastly it was noted that there seemed to be an increase in the number of vehicles parking overnight in Station Approach. This was presumed to be a likely knock-on effect of the parking restrictions measures that had been introduced on the Ryewood development.

16. LIGHTING

16.1 LED street lights

Further to the July meeting, the Chairman confirmed that a meeting would be held to talk about the process and costs for LED lighting.

17. EVENTS / ACTIVITIES

17.1 DGPC Events for 2017/18

Planned or proposed events:

- a) Photographic competition: Saturday 30th September (Exhibition)
Disappointingly, very few entries had been received but there would be an exhibition and awards for winners of the relevant age categories. The Clerk would forward photographs received to Cllr. Lockey. Clerk
- b) Fireworks: Saturday 30th September 7.15/7.30pm
Cllr. Lockey would organise the refreshments and the general sorting out on the day. He asked for volunteers in the evening and Cllrs. Fox, Hersey, Lapham, Mrs. England & Mrs. Gomes-Chodynietcki confirmed their attendance, as did the Clerk. It was confirmed that Pyrotechnics Ltd would attend site from about 2/3pm on the day to set up the display. The Clerk had also planned for St John Ambulance to attend to provide First Aid cover for the event. ALL
- c) Film Nights
Dates had been agreed at the Amenities Committee meeting: 28th October for a family event and 25th November for an adult event. Given the poor turn out for the last adult evening, if there was little support for the November event the Parish Council would no longer run the activity.
- d) Remembrance Sunday
Cllr. Lockey confirmed that this would revert to a standard service and that there would be no speaker after the service. Cllr. Lapham confirmed that he would be able to assist with setting up on the day.
- e) Carols around the Christmas Tree
To be covered at the October & November meetings. Clerk to establish the availability of a tree (the tree was planned to go up on the 1st Saturday of December). Clerk
- f) Annual Parish Meeting / Parish Reception
To be covered in early 2018. Clerk
- g) Litter Pick
The litter pick had been well attended although with the event clashing with a Faithworks session at the pavilion the number of volunteers was down on the last litter pick. There would be another litter in spring 2018 (date to be determined in early 2018). It was noted that the new (very cheap) litter picks had not been a success and the Clerk would arrange the purchase of more robust equipment. Clerk

17.2 Other (non-DGPC) events

Feedback:

- a) Family Fun Day Monday 7th August 10am to 2pm: No feedback at the time of the meeting.
- b) West Kent Communities Wednesday 16th August Longford Meadow Graffiti workshop and Circus skills workshop; Thursday 24th August Dunton Green Pavilion Come Dine with Us workshop and Mental Health Drama workshop: No feedback at the time of the meeting.

18. COMMUNICATION

18.1 Newsletter

With exception of Sackville Court & Harrison Court on the Ryewood development (which continued to be difficult to deliver to) all newsletters had been delivered. Some positive feedback had been received about the interesting content. The next newsletter would be delivered end

Clerk

November/beginning of December. The Clerk would issue a reminder of the councillors' rota for submission of articles as these were needed in good time.

18.2 Website / Media / Technology

The new website had been launched. There was still work to do but it was already an improvement on the old platform. Residents were urged to sign up via the website to the Email Alerts so that they could be kept regularly updated with all the news & events posted on the website. There had been a hitch with the link between the website & Facebook but this has now been resolved.

19. CONSULTATIONS

19.1 KCC Rights of Way Improvement Plan Consultation (end date 17/09/17)

Details had been circulated prior to the meeting and were noted. No response was to be submitted.

19.2 KCC Local Flood Risk Management Strategy

Details had been circulated prior to the meeting and were noted. No response was to be submitted.

20. CORRESPONDENCE

FOR DECISION / ACTION

None.

FROM RESIDENTS / BUSINESS OWNERS / LOCAL ORGANISATIONS

Nothing not covered under other agenda items.

FOR INFORMATION

The items of correspondence below were NOTED by the Parish Council:

| | |
|--------------------------|--|
| FOR INFORMATION | |
| Kent Downs AONB | Landscapes of the Western Kent Downs event 18th September |
| SECAMB | Invitation to attend an event in Kent hosted by your local ambulance service |
| Local Councils Update | September 2017 |
| Clerks & Councils Direct | September 2017 |
| CPRE | Countryside Voice Summer 2017 |
| SDC | Sevenoaks Housing Forum - 3 November 2017 |

Clerk

21. INFORMATION PURPOSES

22. DATE OF NEXT MEETING

22.1 Date of next meeting

Scheduled: Tuesday October 10th 2017 at Dunton Green Pavilion

PUBLIC SESSION

None.

The meeting closed at 9.46pm.