



MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 10th February 2026 at 7.30pm

00. PUBLIC SESSION

None.

01. PRESENT / APOLOGIES

Present: Cllrs. Lockey, Copeland, Parker, Hersey, Royston, Carrol, Forster-Pearce, Gomes-Chodyniewski (late)

Apologies: Cllrs. England, Norton, Fenn

In attendance: Tracy Godden (Clerk), Rebecca Norburn (Asst. Clerk/Facilities Officer), Cllrs. Bayley (SDC), Clack (SDC) and Williams (KCC), two Police Officers

In the absence of the Parish Council Chairman, Cllr. Lockey (Vice Chair) chaired the meeting.

Due to the presence of Police Officers and SDC & KCC councillors, it was agreed to bring forward Items 9.1 and 5.1.

9.1 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)

PC Watson asked if there were any issues or questions that members wished to raise and confirmed that there is currently a firearms amnesty taking place (although Tonbridge Police Station is the closest location for handing over weapons). Cllr. Carrol raised concerns about the poor response he had in 2025 from Kent Police and British Transport Police in relation to antisocial behaviour (youths and damage to shelters) which he had reported and for which he could provide video evidence. It was agreed that Cllr. Carrol would send the information direct to PC. Watson for follow up.

5.1 To receive updates from Kent County and Sevenoaks District Councillors

There were no specific updates from SDC but there were questions from DGPC. Cllr. Bayley would follow up on what progress is being made regarding following up enforcement in relation to the CrossFit gym operating in Rye Lane without planning permission.

ACTION: KB

A query was made about the new DEFRA clean & green requirement to collect food waste and whether this really required a specific food waste caddy to be collected in addition to rather than with garden waste. Cllr. Bayley indicated that the Government has stipulated what is required and that SDC will be following along the lines of neighbouring districts in collecting food waste weekly from specific containers. There was also a concern about speed humps on active travel routes and the increased risk of accidents for cyclists.

Kent Police officers leave the meeting.

Cllr. Williams advised that KCC is in limbo, with the budget to be passed later in the week. As for Local Government Reorganisation, there is a consultancy stage underway, but it will be the Government that approves the scheme for implementation (and that decision is due on 15th July). Cllr. Williams was asked to manage the expectations of residents about improvements to signage and the underpass, as there is currently a public view that this will all happen 'soon', but it was agreed that any progress is unlikely to materialise in the next six months.

ACTION: NW

02. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 13th January 2026 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

Item covered above.

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

The Clerk had attended the SLCC Practitioners Conference and an SLCC training session on AI. The Asst. Clerk had completed Cllr. Royston had attended a KALC Nuts and Bolts training session for councillors.

5.3 To note meeting dates for 2026

It was noted that the remaining meeting dates for 2026 for Full Council will be as follows:

10th March, 14th April, 12th May, 9th June, 14th July, no August meeting, 8th September, 13th October, 10th November, 8th December. These are all the second Tuesday of the month. Committee meetings will be arranged on an as needs basis through the year.

5.4 S137 Expenditure 2026/27: to note that the Ministry of Housing, Communities and Local Government (MHCLG) has confirmed the appropriate sum for the purposes of section 137(4)(a) of the Local Government Act 1972 for parish and town councils in England for the financial year 2026/27 is £11.60 per elector, which represents an increase from the 2025/26 figure of £11.10

Noted.

5.5 Cyber Insurance Renewal

A decision to renew the policy was Ratified. The cost of the insurance policy is £400.56 (versus £367.36 for 2025/26). It was noted that the Clerk will be requesting that future renewal reminders are sent out in time for the January meeting, as this renewal seems to be issued after the January meeting but with a policy start date before the February meeting.

ACTION: CLERK

Cllrs. Bayley, Clack and Williams leave the meeting.

06. RISK

There were no new risks to report.

07. DGPC REPRESENTATIVES – EXTERNAL BODIES

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

None attended.

08. CLERK'S REPORT

Family Fun Day 2026

SDC will be running the usual four week programme of free events over the school summer holidays. The date for the Dunton Green event is Thursday 30th July 10.30am to 1.30pm. Education in Full have been advised of the date as they have expressed a wish to attend. Provision of refreshments is to be arranged. The Clerk was asked to see if bike marking can be arranged for Dunton Green this year (having been available at other venues last year).

ACTION: CLERK

Precept Breakdown

With the total precept for 2026/27 being over the £140,000 threshold, DGPC is required to provide SDC with a breakdown of the Precept across four headings. The breakdown provided is as follows:

Highways	£4,000
Planning & Economic Development	£20,000
Recreation & Tourism	£92,070
Other Services	£39,430

CCLA Public Sector Deposit Fund Drawdown

As previously authorised, £30,000 was redeemed on 19th January.

Local Government Reorganisation (LGR)

The Clerk had forwarded information received regarding LGR in Kent to members.

Photocopier Lease

The contract term (five years) for the current printer/copier/scanner is due to end. The Clerk will review details of potential replacement machines with Procurement Services.

ACTION: CLERK

09. COMMUNITY DEVELOPMENT & SAFETY**9.1 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)**

Item covered above except for an update regarding graffiti on the railway bridge over Station Road. Cllr. Carrol will follow up again with Southeastern as there have been several missed opportunities to remove the graffiti in the last six months.

ACTION: AC

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

No youth sessions running currently. The Lunch Club is proving so successful that there is now a waiting list. The Clerk suggested that some consideration could be given to holding a less formal gathering, perhaps on the third or fourth Wednesday of the month, along the lines of a social event with board games and teas/coffees/buffet. However, this will require a group of willing volunteers. Some exploratory discussions will be scheduled over the coming months.

ACTION: CLERK

Cllr. Gomes-Chodyniecki arrives.

10. FINANCE**10.1 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 31st January, and it was Resolved that it be accepted. Two Parish Councillors have verified all the bank balances stated on the reconciliations against the bank / investment statements.

BANK RECONCILIATION TO END 31/01/2026

Description	Value £	Value £
Cash in hand 01/04/2025		£171,327.80
ADD Receipts 01/04/2025 – 31/01/2026		£184,837.65
TOTAL		£356,165.45
SUBTRACT		
Payments 01/04/2025 – 31/01/2026		£217,463.28
A: Cash in hand 31/01/2026		£138,702.17
Cash in hand per Bank Statements		
NatWest Reserve 31/01/2026	£30,760.11	
NatWest Current 31/01/2026	£7,421.45	
CCLA Public Sector Deposit 31/01/2026	£60,520.61	
CCLA Local Authorities Property Fund 01/04/2025	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£138,702.17
Less unrepresented cheques		£0.00
TOTAL		£138,702.17
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£138,702.17

11. ACCOUNTS FOR PAYMENT

11.1 It was Resolved to note expenditure for January and February 2026 to date and to approve items for payment in February. A list of bank transfers, debit card payments and direct debits (with supporting documentation) is provided and is to be signed off by two councillors.

Payment Type	Description	Net £	VAT £	Gross £
January 2026 Payments (reported at January meeting in <i>italics</i>)				
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat monthly subscription</i>	<i>16.64</i>	<i>0.00</i>	<i>16.64</i>
DD	<i>Hiscox Insurance premium (3rd payment for 2025/26)</i>	<i>529.05</i>	<i>0.00</i>	<i>529.05</i>
BANK TFR	<i>Streetlights London Rd Col 20 – vandalism repairs</i>	<i>107.00</i>	<i>21.40</i>	<i>128.40</i>
BANK TFR	<i>Gardens of Kent Grounds Maintenance December 2025</i>	<i>1664.75</i>	<i>332.95</i>	<i>1997.70</i>
BANK TFR	<i>Parish Online Mapping Subscription 2026</i>	<i>144.00</i>	<i>28.80</i>	<i>172.80</i>
BANK TFR	<i>SDC Litter pick/bin emptying/Dog bin emptying Oct-Dec 2025</i>	<i>442.00</i>	<i>88.40</i>	<i>530.40</i>
BANK TFR	<i>Bishops Services Ltd Pavilion cleaning, jet washing December 2025</i>	<i>893.26</i>	<i>178.65</i>	<i>1071.91</i>
BANK TFR	<i>Gala Lights Ltd Supply, installation and removal of Christmas lighting scheme</i>	<i>9897.00</i>	<i>1979.40</i>	<i>11876.40</i>
BANK TFR	<i>Diane Carey (The Kitchen) Lunch Club catering January 2026</i>	<i>214.50</i>	<i>0.00</i>	<i>214.50</i>
BANK TFR	<i>KCC Procurement Services Photocopier copy charges</i>	<i>100.97</i>	<i>20.19</i>	<i>121.16</i>
DD	<i>Castle Water Ltd Water for Pavilion December 2025</i>	<i>67.38</i>	<i>0.00</i>	<i>67.38</i>
DD	<i>SAGE UK Ltd Payroll software January 2026</i>	<i>11.00</i>	<i>2.20</i>	<i>13.20</i>

DD	EDF Pavilion Gas December 2025	512.65	102.53	615.18
DD	Smartest Energy Ltd Pavilion Electricity Dec 2025	1126.79	225.36	1352.15
DD	Heliocentrix Ltd Telephony / Broadband services	26.75	5.35	32.10
BANK TFRS	Staff Salaries & Expenses January 2026	4203.83	0.00	4203.83
DD	People's Partnership Pension Payment January 2026	415.98	0.00	415.98
DD	Npower (was E.ON) Unmetered Electricity Supply Dec 2025	247.43	12.37	259.80
DEBIT CARD	Lebara Mobile phone contract	4.12	0.83	4.95
DD	EE Mobile phone contract	11.83	2.37	14.20
DD	Heliocentrix Ltd IT Support Billing for December	77.00	15.40	92.40
DD	Hugofox Ltd Website	29.99	6.00	35.99
DEBIT CARD	Amazon Graffiti Wipes	11.68	2.34	14.02
DEBIT CARD	Amazon Office Supplies	34.19	4.44	38.63
DEBIT CARD	Amazon Water Boiler Filter	60.42	12.08	72.50
BANK TFR	KALC Staff Training (Play Equip Inspections – June 26)	70.00	14.00	84.00
DD	Heliocentrix Ltd Office 365 subscription	99.48	19.90	119.38
BANK TFR	Forvis Mazars LLP Audit Costs (2024-25 AGAR)	630.00	126.00	756.00
BANK TFR	KALC Nuts & Bolts - Councillor Training	50.00	10.00	60.00
DEBIT CARD	Amazon Pavilion Supplies	135.11	4.23	139.34
DEBIT CARD	Amazon Socket Tester	14.45	2.89	17.34
DEBIT CARD	Norton Anti-virus subscription	83.32	16.67	99.99
BANK TFR	Safeplay Playground Services Ltd Replacement fencing panel (MUGA)	898.00	179.60	1077.60
February 2026 Payments to date				
DEBIT CARD	Adobe Systems Software Adobe Acrobat monthly subscription	16.64	0.00	16.64
DD	Hiscox Insurance premium (4 th payment for 2025/26)	529.05	0.00	529.05
BANK TFR	CUBE Plumbing Supply & installation hot water cylinder and disposal of old	4500.00	0.00	4500.00
BANK TFR	Locum Locks Repair to Pavilion main door	85.00	17.00	102.00
BANK TFR	Knockout Print Supply & installation of signage	200.00	40.00	240.00
BANK TFR	CUBE Plumbing Works to cap off old water cooler	65.00	0.00	65.00

BANK TFR	rCOH Ltd Stage payment for ONH Planning for Good services	2370.00	474.00	2844.00
BANK TFR	Diane Carey (The Kitchen) Lunch Club catering February 2026	260.00	0.00	260.000
BANK TFR	Bishops Services Ltd Pavilion cleaning, jet washing January 2026	929.71	185.94	1115.65
BANK TFR	M Geraghty Pavilion Hire Refund	40.83	8.17	£49.00
BANK TFRS	Staff Salaries & Expenses February 2026	4438.28	0.00	4438.28
February Payments (expected but unconfirmed/not yet paid as at 10/02/26)				
DD	People's Partnership Pension Payment February 2026	418.49	0.00	418.49
DD	SAGE UK Ltd Payroll software February 2026	11.00	2.20	13.20
DEBIT CARD	Lebara Mobile phone contract	4.12	0.83	4.95
DD	EE Mobile phone contract	11.83	2.37	14.20
DD	Heliocentrix Ltd Office 365 subscription	99.48	19.90	119.38
DD	Heliocentrix Ltd IT Support Billing for January	77.00	15.40	92.40
DD	Hugofox Ltd Website	29.99	6.00	35.99
DD	CPRE Annual Subscription	36.00	0.00	36.00

ACTION: CLERK

12. DUNTON GREEN FOR THE FUTURE

12.1 To receive an update following a workshop on 22nd January and meeting on 9th February 2026

The Clerk advised that meeting notes for both sessions were not yet available. However, most councillors had attended the workshop and had been able to discuss the suggestions and ideas with ONH. An update was provided regarding the 9th February meeting where it was felt that no progress had been made and that there was either a misunderstanding or a disregard by some about what is expected by DGPC. This will be rectified and DGPC will await a further update.

12.2 To consider the appointment of a solicitor to act for the Parish Council in future discussions

It was Resolved that Wellers Law Group, a highly reputable law partnership with extensive experience in the Town & Parish Council sector, will be appointed to act for the Parish Council in contractual matters.

ACTION: CLERK

13. PLANNING

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

13.1a Planning Application 25/03550/FUL

Location: Lockers Yard Rye Lane

Development: Alterations to and change of use of existing building to a commercial, community and leisure space, for café, gym, media and office uses alongside ancillary storage. Including: upgrade of external building elevations (materials and office canopy). Associated parking and landscaping. Cladding to existing UKPN building.

Recommendation: Objection

The following response will be submitted to SDC and the Parish Council's response to the previous application is to be included for completeness.

1.1 Introduction

Dunton Green Parish Council objects to the above application. The proposal conflicts with multiple policies within the adopted Sevenoaks District Local Plan—comprising the Core Strategy (2011) and the Allocations & Development Management Plan (ADMP) (2015)—which together form the Development Plan for decision making in the District. The current scheme is not materially different from previous submissions 24/02271/FUL and 25/01802/FUL, and the principal concerns remain unaddressed.

1.2 Parking Provision – Policy Conflict

The application fails to demonstrate adequate on site parking for anticipated visitor and staff demand. It also relies on overspill into surrounding residential streets (including Rye Lane and Nicholson Road), which are already constrained.

- The ADMP's development management framework includes Travel and Transport policies and a Parking Standards Appendix (Appendix 2), requiring proposals to provide appropriate parking and to manage access and circulation safely.
- ADMP Policy EN1 requires proposals to ensure satisfactory access for vehicles and pedestrians and to provide adequate parking and refuse facilities.

On this basis, the application conflicts with the ADMP's transport and design management requirements.

1.3 Highway Safety & Traffic Impact

Rye Lane, Station Road, and internal estate roads are narrow and already experience hazardous conditions due to on street parking and congestion. No robust mitigation (e.g., traffic calming, improved markings, or realistic modal shift) is presented.

- The ADMP Travel & Transport framework expects safe and sustainable movement arrangements and assessment of transport impacts.
- ADMP EN1 embeds a requirement for safe vehicular and pedestrian access as part of good design. Accordingly, the proposal fails to demonstrate that highway safety and cumulative traffic effects would be acceptable.

1.4 Residential Amenity & Noise

Construction activity and daily operations (including visitor trips and hours of use) would generate ongoing noise and disturbance, materially harming the amenity and quiet enjoyment of neighbouring residents.

- Core Strategy Policy SP1 requires high quality design that creates safe, inclusive and attractive environments, responding positively to local character and maintaining or enhancing biodiversity. Protecting amenity is implicit in this strategic design policy.
- The ADMP promotes the conservation and enhancement of the District's natural and built environment, reinforcing amenity expectations in the development management context.

1.5 Character & Local Context

The intensification of activity associated with the proposal is incompatible with the established residential character and management of the privately maintained Ryewood Estate.

- ADMP EN1 requires development to respond to local character and site context.
- Core Strategy SP1 similarly expects proposals to reflect the distinctive local character and to deliver environments that are safe and attractive.

The scheme therefore conflicts with both plan documents on character grounds.

1.6 Environmental Safeguards & Waste

The site lies adjacent to sensitive natural assets (including Rye Wood). The application provides no credible, enhanced waste or environmental management strategy to ensure protection from intensification.

- The ADMP stresses the conservation and enhancement of the District's high quality natural and built environment, which is relevant to waste, biodiversity, and site stewardship.

1.7 Lack of Public Benefit / Need

Existing local businesses already meet community needs. There are three community halls (each with spare capacity), as well as a café, Social Club and three public houses. There is no identified need for commercial or office

space, as evidenced by the failure of Berkeley Homes' proposed provision on the Ryewood estate, which did not proceed due to a clearly demonstrated lack of demand. The application offers no clear additional public benefit or demonstrable need to justify its impacts.

- The Core Strategy sets the overarching principles for sustainable development in the District, explaining what development should happen, where, and the requirements it must meet, while safeguarding the environment and ensuring development meets the area's needs.

1.8 Conclusion

Since the proposal fails to meet ADMP requirements on design, access, parking, transport impacts, and environmental stewardship, and conflicts with Core Strategy SP1 in respect of amenity and character, it is contrary to the Development Plan taken as a whole. We therefore urge Sevenoaks District Council to refuse application SE/03550/FUL.

2 Comparison Table – Why Previous Refusals Still Apply

Issue Previously Identified	Previous Applications Affected	Current Application Status	Why Policy Conflict Still Applies (with Policy References)
Insufficient parking provision	24/02271/FUL, 25/01802/FUL	Unchanged – still inadequate; staff parking not shown	Conflicts with ADMP EN1 (requires adequate parking and safe access) and ADMP Travel & Transport policies , including reliance on ADMP Appendix 2 parking standards.
Overspill into residential streets	Both	Unchanged – overspill expected in narrow local roads	Continues to breach ADMP EN1 requirements for adequate parking and safe site access and ADMP transport principles .
Highway safety concerns	Both	Roads still narrow; no mitigation	Contradicts ADMP EN1 (safe vehicle/pedestrian access) and ADMP Travel & Transport policies emphasising safe and sustainable movement.
Traffic congestion	Both	Visitor numbers underestimated; traffic increased	Conflicts with ADMP Travel & Transport policies requiring assessment of transport impacts and avoidance of cumulative harm.
Noise impacts	Both	No new noise mitigation	Breaches Core Strategy SP1 (requires safe, attractive environments and respect for amenity) and ADMP environmental principles promoting conservation of the environment.
Residential amenity harm	Both	Disturbance and activity still incompatible with estate	Conflicts with Core Strategy SP1 (protect amenity & character) and ADMP Environment section expectations for amenity safeguarding.
Incompatible with local character	Both	No meaningful design changes	Contradicts ADMP EN1 (development must respond to local character) and Core Strategy SP1 (requires development to reflect distinctive character).
Environmental & waste concerns	Both	No improved waste or environmental measures	Conflicts with ADMP Environment section promoting conservation and environmental protection.
No demonstrable public benefit	Both	Local community needs still unmet	Inconsistent with Core Strategy overarching principles requiring development to meet district needs sustainably and deliver clear public benefit.

[Post Meeting Note: the application site address has been changed to ensure that it is clear where this proposed development is – the site is now Technical Treatments Ltd, Rye Lane and not Lockyers Yard]

13.1b Planning Application 25/01285/REM

Location: DSTL Fort Halstead Crow Drive Halstead [sent as an adjoining parish **amended** consultation]

Development: Reserved matters application (details relating to appearance, landscaping, layout and scale) pursuant to condition 5 of hybrid planning permission (in outline) 19/05000/HYB for Phase 1 (RM01) works comprising Polhill Roundabout and a section of Crow Drive, with associated infrastructure including landscaping, and to comply with conditions 2, 5, 6, 7, 8 and 9.

The applicant has submitted revised drawings / documents in response to consultee comments, including details of layout, hard and soft landscaping, street lighting and remediation (see applicant covering letter for details, CBRE 30 January 2025). The revised submission comprises: Covering letter, General arrangement plans, Kerbing and surfaces plans, Landscape Design and Access Statement, Landscape Addendum, Landscape Plans, Street Lighting Plans, Remediation Method Statement.

Several condition applications that were previously included have now been removed from the submission (including condition 15 and 55) and details of arboricultural works. The conditions will be addressed via separate submissions. The covering letter and compliance statement have been updated to reflect this approach. Accordingly, the proposal description has also been amended.

Recommendation: No comment unless, having reviewed the 230+ documents associated with the application, members have suggested comments for submission. Given that KCC will be consulted for Highways and Streetlighting aspects and is the responsible authority, it is unlikely that DGPC has the technical expertise to comment purposefully on these proposals. Deadline for providing the Clerk with details is 24th February.

ACTION: ALL/CLERK

13.1c Planning Application 25/03468/REM

Location: DSTL Fort Halstead Crow Drive Halstead [sent as a Parish Consultation]

Development: Reserved matters application (details relating to appearance, landscaping, layout and scale) pursuant to condition 5 of hybrid planning permission 19/05000/HYB for 93 residential dwellings, car parking, cycle parking and associated infrastructure including landscaping. The hybrid application was subject to Environmental Impact Assessment and an Environmental Statement has been approved.

Recommendation: No comment unless, having reviewed the 140+ documents associated with the application, members have suggested comments for submission. Deadline for providing the Clerk with details is 24th February.

ACTION: ALL/CLERK

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

13.2a Planning Application 25/02575/MMA

Location: 5 & 6 Lennard Road

Development: Amendment to 22/1036/FUL to include an additional first floor side window, solar panels, EV charging point, removal of porch, alterations to materials

Planning permission GRANTED

Noted.

13.2b Planning Application 25/03352/HOUSE

Location: Delamere London Road

Development: Dropped kerb creation of vehicular access

Application Invalid [The Block Plan does not show the proposed parking arrangements or details of access to the highway (with visibility splays within the redline boundary)]

13.3 STREET NAMING & NUMBERING To note the decisions from SDC

13.3a Street Naming 26/00001/NEWDEV

Location: 205 London Road

Information: Side plot of 205 London Road has been allocated a new address – 205A London Road Dunton Green Kent TN13 2TB

Noted.

13.4 UNLAWFUL DEVELOPMENT/ACTIVITY ON LAND IN DUNTON GREEN

13.4a To note that SDC councillors and Laura Trott MP have been contacted regarding support relating to two sites in Dunton Green (Land to the East Of and Land South Of M25 Morants Court Road)

Noted. It was also suggested that land west of Morants Court Road should also be investigated as there has been a lot of activity with earth moving kit, installation of a fence and a postbox. Is it possible that a postal address is being sought? One councillor believes this land to be owned by KCC (where a footpath was extinguished due to the motorway being built many years ago). The Clerk will raise with SDC's Planning Enforcement team and Cllr. Williams (KCC) in the first place and will forward to Laura Trott MP as necessary.

ACTION: CLERK

Cllr. Carrol leaves the meeting.

A query was also raised in relation to the Chevening Parkland Scheme and specifically around the import of material to create the bunds. Further clarification is sought with regard to the source of the spoil being used. It is alleged that similar vehicles are being seen at Fort Halstead. The Clerk will contact Cluttons for an update.

ACTION: CLERK

13.5 LOCAL LIST

13.5a To note details regarding the Local List and plans for identifying buildings and land in Dunton Green to be registered on the List

The Local List celebrates buildings and structures of local architectural and historic interest that make a valuable contribution to the distinctiveness of Sevenoaks District. Currently the list only includes assets in Sevenoaks Town (following extensive work by the Sevenoaks Society), but other areas are now being invited to nominate assets. The Clerk is proposing that the Assistant Clerk undertake a project to submit nominations for a small number of assets to test the process, with a view to a wider piece of work that could be undertaken (and which could involve the wider community). This was agreed.

ACTION: CLERK/ASST. CLERK

14. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

14.1 Pyramid Net: to receive an update re flooding and Heras fencing

Further to the update at the January meeting, the wet weather has continued unabated and Safeplay are prepared to leave the Heras fencing on site until such time as the weather and ground conditions improve. The Assistant Clerk is monitoring the situation.

14.2 Pavilion Maintenance

14.2a Electrical Works – to note status

The electrician is due to complete this week the installation of a filter on a new light in the office and to install a switch for a light (currently PIR operated) in the large Main Hall cupboard.

14.2b Plumbing/Heating Works – to note status

Installation of the new hot water cylinder and capping off the old water cooler has been completed. A part is on order for a new repair to the leaking flush push down mechanism on the urinal. Assistant Clerk to chase.

ACTION: ASST. CLERK

14.2c Smoke Alarm re-siting main foyer – to note status

An appointment has now been made for the contractor to attend on 18th February (it has taken several months to obtain an appointment, despite numerous efforts by the Assistant Clerk).

14.3 Price's Wood: to consider a proposal from Pounsley Road residents to plant hedging in place of old boundary fencing

Pounsley Road residents would like to replace a dilapidated boundary fence with a hedgerow (planting native species). The proposal is that they clear the area for planting whilst not encroaching Price's Wood itself and using the line of the old fence as the planting line. Volunteers that live in the road will undertake the work and ongoing maintenance, with all costs being borne by them.

It was Resolved to approve the proposal and that a letter to Pounsley Road Residents Ltd should be sent to formally give consent and confirm future responsibilities.

ACTION: CLERK

14.4 Defibrillators: to note replacement battery and pad kits for LIFEPAK CR Plus defibrillators will not be available after 1st February 2026. As replacements become necessary, the Parish Council will have to consider the purchase of new defibrillator units.

Noted. The Clerk has asked the Assistant Clerk to pull together a list of defibrillator makes, models and battery/pad replacement timings so that a schedule of potential replacements can be worked out. This will also enable funding/grant applications to be submitted.

ACTION: ASST. CLERK/CLERK

It was suggested that there should be further investigations into the installation of new solar panels on the Pavilion building to assist with reducing running costs of the building. It was also noted that it has been some time since the gutters were cleared at the Pavilion and the Clerk was asked to follow up on both.

ACTION: CLERK/ASST. CLERK

15. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

15.1 To note progress (if any) in relation to proposals to enhance pedestrian safety in relation to school journeys particularly

There has been no tangible progress since December although KCC officers are looking at potential solutions for the installation of additional school related signage and re the flooding of the underpass. This relates to Item 5.1 above.

15.2 To review the Highways Improvement Plan (HIP) again to assess main priorities and discuss a strategy for pursuit of the objectives of the HIP

The Clerk reminded Councillors that there are nine items currently on the HIP. Realistically all nine cannot be completed in a short timeframe and there is a risk that with too many items on the HIP none will see proper follow up. The Clerk indicated that it would be sensible to push the request for the Duke's Head zebra crossing to be made a pelican crossing to the end of the priorities, as it is one of the more expensive requests and very unlikely to be approved based on local experiences. This was agreed. The Clerk also indicated that the Parish Council will need to become more demanding, even in the face of negative responses to proposals, to see changes implemented. This was agreed.

ACTION: CLERK

15.3 To note that there is a survey under way on Ryewood regarding potential parking restrictions

It as noted that it was suggested to residents by Cllr. Bayley (SDC) that they would need to demonstrate support by the majority for parking restrictions before any further action can be taken. It is unclear what the results of the survey have been.

16. EVENTS

16.1 Annual Parish Meeting & Parish Reception: Wednesday 25th March 2026

It was noted that Rod Shelton of the Darent River Preservation Society has been booked to give a talk about the chalk stream. The caterer has also been booked.

16.2 Annual Fireworks Event – to consider plans for 2026

It was noted that the pyrotechnicians have been booked. The Clerk did ask if members were happy with the display and unanimously there was support for the display to continue in its current format. First aid providers have also been booked. Entertainment will be arranged in due course and the Assistant Clerk will prepare an Event Management Plan and a Risk Assessment.

ACTION: CLERK/ASST. CLERK

17. CORRESPONDENCE & COMMUNICATIONS

17.1 Members considered or noted correspondence received since the December 2025 meeting

(not already covered by an agenda item)

17.1a Resident – Letter re Grey Belt (sent to Government, copy to DGPC)

Noted.

17.1a Resident (Riverhead) – Communication regarding lighting on the route to the station

It was noted that a question had come in about responsibility for lighting when walking from Riverhead to the station. It was not clear which part of the route the resident was concerned about (as large sections of various routes are well lit). The Clerk had replied advising the resident to contact KCC and Southeastern.

17.2 Dunton Green News (newsletter): to discuss editorial matters (content / advertising) for 2026 and progress of the Spring 2026 edition

The Spring edition is expected to go to print at the end of the week. There have been some changes to delivery routes, and this will be communicated by email when newsletters are due for delivery. The Clerk asked councillors once again for articles. If each councillor submitted just one article per year, there would two or three articles available for each edition. Suggestions regarding topics will be distributed.

ACTION: CLERK/ALL

18. DATE OF NEXT MEETING

18.1 Scheduled: 10th March 2026 (7.30pm) – Full Council

19. PUBLIC SESSION

None.

The meeting closed at 9.42pm.

Chair _____

Date _____