

## DUNTON GREEN PARISH COUNCIL

### MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 11th OCTOBER 2016 at 7.30pm

#### PUBLIC SESSION

Two residents were in attendance. Mrs. Rose O'Keefe had returned and advised that she was still concerned with speeding on London Road. Mrs. O'Keefe was advised that this topic would be covered during the meeting and that there would be an update on the current status. Mrs O'Keefe also advised that she was aware that there was some interest in Community Speedwatch. Mrs. O'Keefe was asked to inform anyone interested to contact the Clerk direct to register that interest.

Mrs. O'Keefe then left.

#### 1. PRESENT / APOLOGIES

Present: Cllrs Bayley, Mrs. England, Lockey, Piper, Hersey, Carrol

Apologies: Cllrs. Lapham, Gomes-Chodynietcki

In attendance: Tracy Godden (Clerk), Kelly Webb (SDC), Mrs Rose O'Keefe, Mr Tim Fox

#### 2. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 13<sup>th</sup> September 2016 were approved as a true record. Proposed - Cllr. Lockey, Seconded - Cllr. Hersey 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 Committees

It was agreed that the Community Amenities Committee meeting scheduled for 17<sup>th</sup> October should be cancelled as there was no immediate need to meet and that a meeting should be rescheduled.

CAC  
Clerk

##### 4.3 Councillor Training

Notifications continued to be sent to members regarding training opportunities offered by KALC in addition to other workshop opportunities that might arise from other sources. Members were encouraged to attend sessions when convenient in order to refresh their knowledge and to meet with other councillors to share their experiences.

##### 4.4 Councillor vacancies / Co-option

Notices of casual vacancies had been published and SDC had now confirmed that having been no call for elections the Parish Council was free to co-opt to fill the three current vacancies. It was suggested that the Parish Council might consider an interview process for future candidates so that there was an opportunity for there to be some discussion about the candidate's skills and interests and to explain what was involved and what was expected of members.

##### 4.5 War Memorial clock adjustment (Saturday/Sunday 29<sup>th</sup>/30<sup>th</sup> October)

It was noted that the clock needed to be put back an hour and Cllr. Bayley indicated that he would see to it that this was done.

IB

##### 4.6 Dates of meetings 2017: alternative dates for holiday periods

As a result of the timing of school holidays in 2017 it was agreed to change the dates of two meetings to enable any member wishing to take holiday at that the time the opportunity to do so without missing a meeting. It was agreed therefore that meetings would now be set as follows:  
February 7<sup>th</sup> (was 14<sup>th</sup>)

- April 18<sup>th</sup> (was 11<sup>th</sup>)
5. **CLERK'S REPORT**  
Nothing to report.
6. **REPORTS OF URGENT ACTIONS** taken by the Clerk in consultation with the Chairman.  
There had been a requirement between the September & October meetings to write & have signed 6 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 9 below.
7. **COMMUNITY DEVELOPMENT & SAFETY**

#### 7.1 Community Development Officers

##### 7.1a Report

Kelly Webb had provided a hard copy report which was noted. Of specific interest was confirmation that Alberta Atkinson had now left SDC and that Yulia La Kruz, an existing SDC employee working within the Community Development Team was now on board, working alongside Kathryn Bone.

##### 7.1b Youth Forum

This was covered by Kelly's report and there was discussion regarding how to move the Youth Forum and what degree of support the Parish Council was prepared to offer. Members considered the concept of there being a Youth Forum in the village and suggested that this should initially be adult-led with the objective that ultimately this becomes very much youth-led. When considering the pros and cons of youth-led versus adult-led it was felt that some initial direction from adults and some management of expectations would be needed to help build the confidence of young people wanting to get involved and to help build a framework for the forum. This would very much be seen as adults supporting young people to develop their ideas and suggestions whilst helping them to understand that not everything that they might want may be possible to achieve. The Parish Council very much welcomes young people being enabled so that they feel that they can approach DGPC (and other agencies) to discuss their aspirations for the village.

The Parish Council agreed that it would be open to offering them some space free of charge to get things started although this would be subject to negotiation and dependent on the requirements of course. In terms of financial support or making financial contributions, DGPC already supports youth activities with its funding of the Kick Kent sessions and the Play Place projects but might be willing to assist to a small degree and would be happy to provide supporting statements for funding applications put together by the Youth Forum. Kelly Webb suggested that going forward it might be possible for representatives of the Youth Forum to attend Parish Council meetings to get involved and put ideas to members and for there to be representatives attending the KCC Youth Forum/Sevenoaks YAG and so on. Obviously this would all depend upon what the young people want to achieve, if anything. Community Development workers to follow up.

CDWs

#### 7.2 PCSO

PCSO Eleanor Collins had submitted a report which members noted. Highlights included a recent speed check on London Road where out of 94 vehicles checked only one was speeding and work with British Transport Police (BTP) to deal with the racist graffiti around the station environs.

#### 7.3 Anti-Social Behaviour

As per the PCSO's report, the issue of racist graffiti was still ongoing. The Chairman had met with Kelly Webb to establish whether it might be possible to install cameras and Kelly was following up with the station and also liaising direct with BTP.

#### 7.4 Youth Provision

##### 7.4a Play Place provision - future plans/proposals

There had been a very productive meeting with Play Place attended by the Chairman, the Vice Chairman and the Clerk. The objective had been to set up schemes in advance to ensure continuity of service, to allow for better budgeting and to facilitate the funding application process. The current project (Dunton Green Cook Off) which was due to end before the half term had been very successful with other 30 young people signed up and 25

regularly attending. It had been agreed with Play Place that a Drama based project would be run through November and December with the aim of producing a 5 minute production for the Carols Around the Christmas Tree event. After Christmas an Arts based project would run. These had both been areas that the young people had expressed an interest in attending. There would be a further meeting in December or early January to discuss plans for after the February half term. The cost for both of these projects was expected to be around £5-600 although there was a possibility that there would be an additional charge for a drama specialist. Play Place were submitting a funding application to SDC for 2017 projects.

#### 7.4b 8-12s Project

There had been a delay in the launch of this service by Wets Kent Extra. Children are referred by their schools to this project and it was therefore necessary to wait until the referrals had been made. West Kent Extra had liaised with Dunton Green Primary School and it was anticipated that a course would commence from January 2017.

#### 7.5 Community Speedwatch

There was some confusion with regard to the provision of training for Speedwatch. Kelly Webb was under the impression that there would be training sessions in due course at SDC whilst the Clerk informed members that she had been advised that all training was to move to an online format. Either way, clarification was required and dates needed to be confirmed so that the Clerk could inform residents whilst there was still some interest. Kelly Webb would follow up.

KW

### 8. FINANCE

8.1 The Clerk presented the Council with a summary Bank Reconciliation to 30<sup>th</sup> September 2016, which was noted and approved (Proposed - Cllr. Piper, Seconded - Cllr. Carrol and Agreed).

Cash in hand 01/04/2016			59,171.32
<b>ADD</b>			
Receipts 01/04/2016 - 30/09/2016			111,946.55
			171,117.87
<b>SUBTRACT</b>			
Payments 01/04/2016 - 30/09/2016			58,469.24
<b>A: Cash in hand 30/09/2016</b>			<b>112,648.63</b>
Cash in hand per Bank Statements			
Current 30/09/2016		17,020.09	
Reserve 30/09/2016		98,973.54	
			<b>115,993.63</b>
Less unrepresented cheques			
4385: Travel expenses	9.00		
4406: Gilbert Butcher (Administrator)	300.00		
4417: CPRE Subscription	36.00		
4424: Pyrovision Ltd Fireworks	3000.00		3,345.00
			112,648.63
Plus unrepresented receipts			0.00
<b>B: Adjusted Bank Balance</b>			<b>112,648.63</b>

#### 8.2 Year to Date Analysis

An analysis of Year to Date (YTD) expenditure/income versus budget had been provided for

members. Members were asked to review the information and use it as a basis for helping to develop the budget for 2017/18. The Clerk asked members to think about plans for 2017/18 and beyond as it was important to start the budget process over the coming months and for the Parish Council to start looking at the longer term in more detail so that informed decisions could be made with regard to precept setting and budget requirements. It was pleasing to note that pavilion income was anticipated to be slightly over budget and that expenditure for the year was on track.

ALL

### 8.3 Bank Mandate

Not all current members are signatories on the Parish Council's bank account. This has been a quite deliberate measure as it is good practice to have a number of members who are 'clean' of the signing procedures and who can effectively independently validate financial transactions.

However, now that the membership of the council is reduced there are in fact only four councillor signatories (in addition to the Clerk who remains a signatory to facilitate operation of the account as demanded by the bank). This is not an adequate number to ensure the smooth running of the council's finances. It was agreed that all eight current members should now be registered as signatories to the account (with former members being removed as signatories) so that there were no difficulties in relation to getting transactions authorised. When new members are appointed they will be kept as non-signatories. Nothing else with regard to the mandate will change.

In line with the terms of the mandate form it was resolved that:

- the **authorised signatories** in the current mandate, for the accounts detailed in section 2 [of the mandate form], be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

Clerk

### 8.4 Parish Capping

To be discussed under Item 18 (Correspondence) DCLG Consultation on council tax referendum principles

## 9. ACCOUNTS FOR PAYMENT

9.1 It was resolved (Proposed - Cllr. Lockey, Seconded - Cllr. Hersey and Agreed) to approve for payment a list of cheques (with supporting documentation) as detailed below.

Payment Details:

Cheque No.	Details	Sub	VAT	Total
4421	UC 042/2016 Express Keys & Locks Emergency call out repair	60.00	12.00	72.00
4422	UC 043/2016 Clerk's expenses (postage)	25.38		25.38
4423	UC 044/2016 SDC Dog bin emptying Jul-Sep 2016	278.85	55.77	334.62
4424	UC 045/2016 Pyrovision Ltd Fireworks Display	2500.00	500.00	3000.00
4425	UC 046/2016 Jessica Boakes Refund if hire fee (overpayment by hirer)	20.42	4.08	24.50
4426	UC 047/2016 T. Jones (Brookwood Property Services) Maintenance works	334.25		334.25
4427	SDC Cleaning of Mill Rd & Recreation Ground September '16	123.00	24.60	147.60
4428-4430	Staff salaries & expenses October 2016	2202.50		2202.50
4431	Phil Lee Photographics Publicity photographs	80.00		80.00
4432	SDC Saturday Freighter Hire (24/09/16)	78.75	15.75	94.50
4433	P.M. Chodynieski (Gem Builders Ltd): Timber asset renovation; concrete path around pavilion; goal post installations	4490.00		4490.00

4434	Pulse Cleaning Systems Ltd Window Cleaning (May 2016)	66.80	13.36	80.16
4435	Alan J Davies Grounds Maintenance September 2016	388.00		388.00
4436	CJS Plants Ltd Hanging baskets (October '16 to March '17)	760.00	152.00	912.00
4437	Dunton Green Social Club Car park use (12mth agreement)	120.00	24.00	144.00
4438	UK Vending Ltd Filter repair service (Oct '16 to Apr '17)	87.43	17.49	104.92
4439	Mr I Bayley Speed banner	34.00		34.00
4440	T. Jones (Brookwood Property Services) Maintenance works	112.00		112.00
4441	J Saunders The Kentish Gardener (2 invoices covering Jul, Aug & Sep)	330.00		330.00
4442	Telecom Alarms Ltd Annual maintenance & monitoring contract to 31/10/17	710.00	142.00	852.00
DD	SAGE UK Ltd Payroll software (due 16/10/16)	4.00	0.80	4.80
DD	B&CE HSM Ltd (The People's Pension) (due 13/10/16)	184.63		184.63
DD	BT Telephone & Broadband (due 10/16)			66.98
DD	E.On (UMS elec for street lighting Sep 2016 (due 22/10/16)	245.35	49.07	294.42

## 10. PLANNING

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

10.1a	
Application Number:	SE/16/02775/FUL
Location:	Lancaster Body Centre Limepit Lane
Development:	The proposal is for a temporary building for three years to extend the existing workshop facilities for Lamborghini, Aston Martin and Bentley
Recommendation:	Support Proposed - Cllr Mrs. England, Seconded - Cllr. Lockey and Agreed

Clerk

10.2 PLANNING NOTIFICATIONS To resolve to note the decisions from SDC or the Planning Inspectorate.

10.2a	Information only: application
Application Number:	SE/16/2875/WTPO
Location:	Building H14 Fort Halstead Crow Drive Halstead
Development:	T1 and T2 - Ash and Sycamore - Require pruning away from the building, giving a two metre clearance between the building and the branches
10.2b	Information only: application
Application Number:	SE/16/02331/HOUSE
Location:	7 Hillfield Place
Development:	Replace the back door and window in the kitchen with patio doors or double glass doors (French Doors)  Amendment: Scale bar has now been added to the proposed drawing and the drawing now show which are new and proposed.
10.2c	GRANTED
Application Number:	SE/16/02331/HOUSE
Location:	7 Hillfield Place
Development:	Replace the back door and window in the kitchen with patio doors or double glass doors (French Doors)
Grant:	Subject to conditions
10.2d	GRANTED
Application Number:	SE/16/02032/FUL
Location:	Former Jessups Quarry North Downs Business Park Limepit Lane
Development:	Redevelopment of site with removal of ready mix concrete plant

	and erection of Class B1/B2/B8 building with parking area, re-profiling slope at foot of quarry face and erection of 2-3 metre high retaining wall to align with wall on adjoining site.
Grant:	Subject to conditions

### 10.3 Letter and petition from Wickens Meadow residents

The Clerk advised members that a letter and petition had been received concerning an anticipated expansion of the site. There was no planning application for any changes to the site that the Parish Council was aware of and so the correspondence would be kept on file for future reference should an application be made. The resident comment comments could then be considered in the light of the application.

Clerk

### 10.4 SDC Placemaking Workshop 2<sup>nd</sup> November

This was to be attended by the Clerk and the Vice Chair and they would report back at the next meeting.

### 10.5 To note the auction of land on London Road

The Clerk advised that a resident had been in touch regard a parcel of land up for auction on London Road and the Clerk had followed up. The land was in Green Belt and there were restrictions on its use (which the auctioneer appeared to be aware of).

### 10.6 SDC Landscape Character Assessment: opportunity to comment

It was agreed that the Parish Council should respond and the Clerk was asked to comment on its behalf. The following observations would be made:

- With regard to the map provided which details the Landscape Character types, the names and boundaries, DGPC has found this quite difficult to view in terms of establishing just where Dunton Green sits in the scheme of things. However, having zoomed in DGPC has identified that the parish (and it is understood that the boundaries are not along the parish boundaries, for obvious reasons) falls within four different areas. The concerning point for DGPC is that Dunton Green is not referenced in any of the names/descriptions.
- The parish lies within the following areas:  
8b Darent Valley - Sundridge and Chipstead  
6b Otford Valley - West  
7c Darent Valley - Otford  
5a Knockholt Scarp
- Part of the village also lies within the Sevenoaks Urban area (not strictly speaking identified on the map as a Landscape Character area). Dunton Green Parish Council has long voiced its objections to any part of the parish being categorised by SDC as being part of Sevenoaks Urban area.
- The Parish Council would respectfully request that the boundaries are assessed so that the village falls into fewer Landscape Character areas (and that does not mean extend the Sevenoaks Urban area). It would also request that Dunton Green is mentioned as a village within at least one of those area names.

The Clerk would also respond to questions about local views, landmarks, recreation etc.

Clerk

## 11. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

### 11.1 Pavilion

#### a) WKCS S106 Community Facilities Fund: DGPC Recreation Ground Project

To receive a progress update to include snagging list

The Clerk had met with the Mechanical & Electrical consultant to discuss an issue in the plant room which he assessed as being related to the efficiency of the solar panels. The Clerk was liaising with the solar panel fitters for them to come and visit site and give their assessment of the situation and their solution.

Clerk

The Clerk continued to chase the architect and consultants for a conclusion with regard to the issuing of a BREEAM certificate.

Clerk



## b) Annual alarm Maintenance &amp; Monitoring Contract

It was noted that the contract was due to expire 31/10/2016 and it was agreed that it should be renewed for the coming year (as per Item 9 (Accounts Payable)).

Clerk

## 11.2 Recreation Ground

## a) Artificial lighting Project

The Clerk had asked a number of companies for suggestions and quotations for the provision of artificial lighting around the MUGA and tennis courts. A formal suggestion and quotation had been received from one and a more vague response had been received from another (given that no real remit had been provided). No other responses had been received. Members were asked to review the information as it would be necessary to formulate a plan of exactly what was required so that further like for like quotations could be obtained. This would then provide the Parish Council not only with an indication of the budget for the work but would allow funding applications to be submitted (which would almost certainly require various quotes to be provided to demonstrate value for money and so on). The Clerk would forward the information with a view to the full Council or the Community Amenities Committee agreeing a route forward.

Clerk

## b) Car parking

It was confirmed that the Social Club had accepted the Parish Council's offer to pay them £120 per annum to use its car park as an overflow car park at peak use times in the recreation ground.

## 11.3 Grounds Maintenance

## a) Comments / feedback

There had been a complaint about the overgrowth of trees on the small open space (and across the boundary by the river). The Clerk advised that the grounds maintenance contractor had already been asked to deal with the trees on Mill Road and that she was awaiting a date for work to be done (so that notices could be put up requesting that people not park in the immediate vicinity to allow work to be carried out effectively).

Clerk

## b) Gardening contract feedback

The gardener had advised that there would be a need to replace roses at the rose garden as they were failing to thrive. This was likely to be a result of the ground not having been prepared adequately when the roses were replaced several years earlier (by a different contractor). It was noted that it was not recommended that roses be planted in the same place and it was therefore agreed that different plants should replace roses in that bed and that a new bed be created for roses. This would need to be covered by the 2017/18 budget.

Clerk

## 11.4 General Projects / Updates

There had been no progress as yet with regard to new goalposts at Longford Meadow.

## 11.5 Village Green SGN gas governor / Wayleaves Agreement

This was still work in progress as the Parish Council was not satisfied with the responses supplied by SGN to its questions. Whilst in principle there was no objection to the granting of wayleaves there was a need to ensure that the Parish Council was adequately indemnified and it would be necessary to instruct solicitors (at SGN's expense) to ensure this.

Clerk

## 11.6 White House Property Trust

The Clerk had been unable to make any more progress other than identifying a document (anecdotal) that explained some of the likely background to the Whitehouse Trust. It was Proposed - Cllr. Hersey, Seconded - Cllr Mrs. England and Agreed that the solicitors Klocker & Foskett be appointed to deal with establishing the Parish Council's interest, if any.

Clerk

## 12. ALLOTMENTS

Nothing to report.

## 13. FOOTPATHS (Public Rights of Way)

Nothing to report.

## 14. HIGHWAYS AND TRANSPORT

## 14.1 Updates regarding London Road

## 14.1a Feedback from KCC

The Clerk had written to KCC with all of the questions that the Parish Council had posed reading possible solutions for helping to reduce the speed of traffic on London Road. The Clerk confirmed the questions asked and the responses received as follows:

*Q A) London Road is an A road and we have been advised previously that as such it is not possible to reduce the speed limit below 30 mph. However, there are numerous locations in the south east where temporary 20 mph zones have been adopted in zones in close proximity to schools. Dunton Green Primary School is on London Road and DGPC is interested to know whether there would be any possibility of installing automatic speed indicators that are on timers that might reduce the speed limit to 20 mph at certain times of the day? At this stage we would like to know if this is technically possible and what sort of cost this might incur.*

KCC Response: Variable speed limits are technically possible, however KCC have not introduced any in the County as research has shown that they have not been very effective, mainly due to non-compliance by drivers. The cost of the signs is between £7,000 and £10,000 per sign and at least two would be required plus any others at side roads. We need to bear in mind that the latest injury crash data shows that there has been no crashes in the last three years relating to speeding vehicles, therefore we would not consider this for priority funding.

*QB) There is zebra crossing just north of the Duke's Head public house). Would there be any support for upgrading this to a pelican crossing so that traffic has to stop? Again, we would like to understand the parameters for making such a change.*

KCC Response: A typical starting point to install a signalised crossing is in the region of £50,000 and this would be for a simple Puffin crossing with no complications. KCC would not be in a position to fund this as there has only been one slight injury crash on a Zebra crossing in Dunton Green in the last three years, so the cost could not be justified.

*QC) There is already an interactive speed sign near the village hall which indicates to drivers that they are entering a 30 mph zone and will indicate what speed they are travelling at. Is there any possibility of having a similar device installed fore traffic travelling north into the village (we would suggest that it is not warranted south of the mini roundabout at the junction with Station Road).*

KCC Response: Vehicle activated signs (VAS) indicating the posted speed limit are placed a reasonable distance after a change in the speed limit to serve as a reminder to drivers of the speed limit. Therefore as there is no change in the speed limit between Riverhead and Dunton Green a VAS would not be possible.

*QD) It is alleged that there are a significant number of larger vehicles that use London Road overnight, particularly when there are diversions from the A21/M25/M26. However, they would appear to be exceeding the speed limit to quite a degree. Is there any way to emphasise the speed limit restrictions on diversion notices as & when traffic is diverted off of roads that would ordinarily allow a much faster speed?*

KCC Response: Diversion signage placed on Motorways and Trunk Roads is the responsibility of Highways England so you would need to direct your enquiry to that organisation. That said, any enforcement issues should be reported to the police as only they have the necessary powers to deal with offenders. Speed limit signage is in place on the majority of roads so it is drivers' responsibility to comply with the speed limit.

*QE) It is also alleged that the Dunton Green area is used later at night by 'boy racers'. This is not limited to the stereotypical young person in a fast hatch car but also to those who drive top of the range vehicles and like to see what they can do (this is reportedly an issue on London Road and on Rye Lane). Presumably this all comes down to enforcement but Kent Police is unlikely to have the means or the will to sit in Dunton Green waiting to catch people acting irresponsibly. Under what circumstances would speed cameras be deemed an option?*

KCC Response: Fixed safety cameras can be installed where three or more people have



been killed or seriously injured in speed-related crashes, over a 1.5km stretch of road, in the three years prior to installation. Mobile safety cameras can be installed where at least one person has been killed or seriously injured in a speed-related crash, over a 5km stretch of road, in the three years prior to installation. The use of safety cameras should be seen as a last resort measure, once all other justifiable solutions have been exhausted. In addition to this a speed survey would be required to obtain an accurate record of traffic speeds, the cost of this is in the region of £600. The advice would be to contact the Kent & Medway Safety Camera Partnership to see if they can assist you.

*QF) The Parish Council has been trying to set up a Community Speedwatch scheme for a number of years now but has struggled to obtain volunteer support from residents (it is Community Speedwatch after all). We did have sites risk assessed this year and basically have the go ahead for two and so will be proactively promoting the scheme to try to engage support (particularly from those who have expressed concerns about speed).*

KCC Response: Speedwatch scheme may assist in some of your queries above as it is a self-help scheme using community volunteers to assist in reducing excessive speeds on local roads.

It was also noted that whilst DGPC had mentioned a number of crashes recently, KCC's injury crash data is up to December 2015 only and more recent details cannot be accessed at the current time.

The Clerk would liaise with other councils with regard to Vehicle Activated Signs (VAS) as it was believed that these had been purchased independently by Parish Council's in the County and used in areas where there was not an immediate change in speed. The Clerk would follow this up and report at the next meeting.

Clerk

#### 14.1a Poster competition

It was agreed that the school should be approached so that the children could produce posters to emphasise the 30mph and the need to watch speeds through the village. There would be a prize for KS1 and for KS2 each of a £20 book token to encourage participation. The Clerk would liaise with the school to see how quickly the entries could be completed.

#### 14.2 KCC and verge cutting

**14.2a** To discuss information from KALC regarding proposal that Parishes take on KCC works and potential implications (budget, contractor etc.)

Members discussed the issues and agreed that for now DGPC would not be volunteering to take on KCC's work. It was agreed that it would be useful to have a map from KCC of all of the areas cut within the parish so that it was clear what was currently being dealt with by the County authority..

Clerk

### 15. LIGHTING

Nothing to report.

### 16. EVENTS / ACTIVITIES

#### 16.1 DGPC Events for 2016: feedback &/or progress updates (where applicable)

##### a) Events Working Group

##### i. Fireworks Saturday 17<sup>th</sup> September: review/feedback

The fireworks and the singer had been well received although the uptake of refreshments had been disappointing. Numbers were probably down on the previous year and so some thought needed to be given with regard to advertising of the event. There were other things to consider when organising next year's event including the possibility of an entry charge although the logistics of how this would be managed would need to be thought through.

##### ii. Photographic Exhibition Sunday 6<sup>th</sup> November

The Chairman confirmed that the exhibition would run from 120am to 4pm and suggested that it would also be a good opportunity for councillors to come along and meet with residents. A number of members indicated that they would be unavailable on the day, however. The exhibition would consist of entries and

historic photographs. It was agreed that the prizes for each age category would be £20 Bojangles vouchers (the Chairman has already liaised with the owner to discuss whether or not this was possible). Judging would be by public vote (those attending would vote for their favourites in each category and winners would be announced later in the day).

Clerk  
IB

SDC had a number of exhibition boards and it was agreed that DGPC would request use of all of them. The Clerk would follow up with Kelly Webb.

Clerk

iii. Remembrance Sunday (13<sup>th</sup> November)

The school, Scouts and Rainbows had all confirmed their attendance at the event. The Chairman would check the weather forecast the day before to establish whether or not the gazebo would be required and would communicate with members if this was the case (9.30am on the day to put the gazebo up).

IB

Clerk to order wreaths on behalf of DGPC, Scouts & Rainbows (the latter two having agreed to reimburse the donation requested by the RBL).

Clerk

iv. Parish Reception

The Chairman would discuss this at the next Business Forum meeting (the Clerk to forward dates in February that the Parish Council could not hold the function on).

Clerk

v. Christmas

Carols event had already been confirmed for 19<sup>th</sup> December (and it was noted that some schools would not have finished for the Christmas break at this point). The tree was to be put up on Saturday 3<sup>rd</sup> December (Clerk to liaise with Newlands).

Clerk

## 16.2 Other events

i. Defibrillator training

The Clerk had provided Sevenoaks CFR with possible dates for sessions and was awaiting confirmation of a final date from them.

## 17. COMMUNICATION

### 17.1 Newsletter

A reminder was issued that the copy deadline was 1<sup>st</sup> November with delivery expected to commence in the last week of November.

### 17.2 Website / Media / Technology

Nothing significant to report other than the Clerk was hoping to attend a further training session at the end of October in relation to a possible new website platform.

## 18. CORRESPONDENCE FOR DECISION / ACTION

KCC	Highways Tracker Survey deadline 23/11/2016 Clerk to submit a response on behalf of DGPC
DCLG	Consultation on council tax referendum principles Clerk to submit a response in line with the response from KALC. The Council is unanimously opposed to the introduction of referendum principles.
KALC	AGM 19/11/16 Noted

Clerk

## FROM RESIDENTS / BUSINESS OWNERS / LOCAL ORGANISATIONS

Relate	Donation Request It was Proposed - Cllr Mrs. England, Seconded - Cllr. Lockey and Agreed that a donation of £50 should be made to support the services provided by this organisation to residents in Dunton Green.
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Clerk

## FOR INFORMATION

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

Fields in Trust (FIT)	Impact Report 2015
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LCR	Autumn 2016
Local Councils Update	October 2016

19. **INFORMATION PURPOSES**

Nothing to report.

20. **DATE OF NEXT MEETING**

20.1 Date of next meeting

Scheduled: Tuesday November 8<sup>th</sup> 2016 at Dunton Green Pavilion

**PUBLIC SESSION**

None.

The meeting closed at 9.50pm.