MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 8th September 2026 at 7.30pm

00. PUBLIC SESSION

Cllr. Blundell, Chair of Knockholt Parish Council (KPC), introduced himself and his delegation and advised that they were in attendance to learn.

01. PRESENT / APOLOGIES

Present: Cllrs. England, Lockey, Gomes-Chodyniecki, Copeland, Parker, Hersey, Forster-Pearce, Royston, Fenn, Norton, Carrol
Apologies: Cllr. Clack (SDC)
In attendance: Tracy Godden (Clerk), Rebecca Norburn (Asst. Clerk/Facilities Officer), Cllr. Bayley (SDC), Knockholt Parish Council (Chair, Vie Chair, Clerk), Members of the Public (MOP) x 2

02. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 14th July 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

Cllr. Bayley (SDC) indicated that there had been limited meetings over the summer but highlighted the following matters:

- Local Government Reorganisation has been put on hold by the Government, which means that District Council elections will happen in 2027 rather than shadow unitary council elections.
- Wheelie bin deliveries should be completed by the October 12th start date for the new service.
- Residents have been in contact regarding exemptions on bins and Cllr. Bayley will forward to the Clerk a six-page guidance document which explains who may be exempted from the service.
  The Clerk asked Cllr. Bayley why SDC has not been more proactive in the face of criticisms about the introduction of the service in advising residents that this is not a local decision, but a mandate from Government that all areas must have wheelie bin collections. Cllr. Bayley agreed that it would be helpful to explain this further.
- Sevenoaks Town Council is fundraising regarding the purchase of the Stag Theatre and enquiries are being directed to them.
- A number of housing enquiries have been made to Cllr. Bayley (where people have been waiting for assistance for some time).
- The Regulation 19 consultation on the Local Plan ends on 17th September. It was noted that whilst Tonbridge and Malling Borough Council has not approved its Reg 19 version of its Local Plan, the Government has told TMBC that it must submit its Local Plan to the Planning Inspectorate regardless.

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

The Clerk confirmed that she will be attending a Digital AGAR session and the SLCC National Conference. The Clerk will continue to forward any KALC training to members and will make recommendations.
ACTION: CLERK

5.3 Policies: Review of existing policies

5.3a Tree Policy – to consider an update to include TPO information provided by SDC 14/07

Members reviewed the proposed changes to this recently approved policy. Whilst only adopted in June, this has now been updated to include some advice specific to Price's Wood (such as having the Price's Wood Tree Preservation Order included as an appendix and some information about how neighbours of TPO areas need to seek permission for any tree works) It was Resolved to adopt this updated version. The website will be updated accordingly.
ACTION: CLERK

5.3b Grants and Donations Policy

Members reviewed the policy. There were no changes, other than clarification re S137 expenditure levels. It was Resolved to adopt this version. The website will be updated with this version.
ACTION: CLERK

5.4 Parish Council Insurance Renewal: to consider information from AJ Gallagher (broker), the renewal quotation from Hiscox and to consider entering into a Long-Term Agreement

The recommended renewal premium (assuming a three-year Long Term Agreement (LTA) with Hiscox and inclusive of a £75 broker's fee, is £6,134.63. This is an increase of £240.01 versus the 2025-26 premium but includes a higher level of cover and additional items having been added (such as the new climbing net, hot water cylinder and other assets). It was Resolved that the quotation be accepted on the terms outlined.
ACTION: CLERK

5.5 To note that the Local Government Association (LGA), acting on behalf of the National Joint Council (NJC) for Local Government Services, has announced that agreement has been reached on the 2026 pay award for local government employees.

Staff contracts are based on NJC pay awards and it was noted that a 3.3% increase has been agreed, effective 1st April 2026. Back pay will be calculated, and the increase will be applied from the October pay run.
ACTION: CLERK

5.6 Local Government Reorganisation: to note details of the four unitary authority model agreed for Kent

It was noted that whilst details of a four unitary authority model had only been agreed by Government in July, the Government has announced (on 7th September) that it has 'paused' the process. It seems probable that the Government will wish to continue with LGR, but it is unclear when this will restart.

06. RISK

Nothing to note.

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

No meetings held.

08. CLERK'S REPORT

Otford Road Crossing Improvements

It has been noted that KCC is to upgrade crossing points on Otford Road into Zebra and Toucan Crossings and that Otford Parish Council is seeking to introduce further 20mph zones across the village. Again, there is a concern that crossing improvements that DGPC has asked for and had denied are being made in other villages.

Education in Full
Judy Collins, who has had a twenty-year association with Dunton Green through her work first with Faithworks and then EIF, has stood down as Chair of the Education In Full Trust. She will undoubtedly be missed. Rebecca Meaton has stepped into the role and will be attending the fireworks event with other trustees to assist with marshalling and to raise funds for the trust which helps ensure that all students at Dunton Green Primary School have access to the activities and opportunities that are available at the school, regardless of personal circumstances.

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 receive an update from Kent Police

There continues to be much antisocial behaviour (ASB) across the village, involving younger people. Over the summer there has been a continuation of glass breakages and littering. A fire involving a tent was started in a far corner of the recreation ground. There were reports of a 'foreign' man talking inappropriately to young women/girls at the recreation ground (even though an officer was in the area at the time and spoke to an alleged victim and the alleged perpetrator, no-one was willing to share what was said with the Police). Motorbikes are also being ridden around the Multi Use Games Area (MUGA) at the recreation ground. The Police are looking into this, but residents are not calling 999 when the ASB is in progress which delays investigations and hampers action being taken.

9.2 DGPC funded Community Activities – to note any updates

The mini sports sessions have been tunning successfully over the summer and are due to conclude. Basketball sessions have also continued to run and will now end at the beginning of December.

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 July), 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 31/07/2026

Description	**Value £**	**Value £**
Cash in hand 01/04/2026		**£72,697.71**
ADD Receipts 01/04/2026 – 31/07/2026		£95,759.18
TOTAL		£168,456.89
SUBTRACT		
Payments 01/04/2026 – 31/07/2026		£89,486.94
A: Cash in hand 30/04/2026		**£78,969.95**
Cash in hand per Bank Statements		
NatWest Reserve 31/07/2026	£30,158.13	
NatWest Current 31/07/2026	£7,263.82	
CCLA Public Sector Deposit 31/07/2026	£41,548.00	
TOTAL CASH IN HAND per Bank Statements		**£78,969.95**
Less unpresented cheques		£0.00
TOTAL		£78,969.95
Plus unpresented receipts		£0.00
B: Adjusted Bank Balance		**£78,969.95**

A bank reconciliation to 31st August is not yet available but will be prepared and bank reconciliations to the end of August and end of September will be presented at the October meeting for consideration.
ACTION: CLERK

10.2 Budget 2027-28: to agree a date for a meeting of the Finance & General Purposes Committee

to start discussions relating to the budget for 2027-28
It was agreed that members of the F&GP Committee would prefer to meet on a Tuesday evening, and the Clerk will send out a selection of dates between the November and December meetings.
ACTION: CLERK/F&GPCOMM

10.3 Conclusion of Annual Governance & Accountability Audit 2025-26: to consider the conclusion of the audit of the Annual Governance & Accountability Return (AGAR) 2024-25 (if available)
The conclusion of the audit of the Annual Governance & Accountability Return (AGAR) 2025-26 was considered, having been returned 2nd September. There were no comments from the external auditor and the Clerk was congratulated on the successful conclusion. The Clerk will ensure that the required Notice of Conclusion of Audit and the audited AGAR (with the External Auditor Certificate) are published on the Parish Council's website and noticeboards.
ACTION: CLERK

11. ACCOUNTS FOR PAYMENT

11.1 It was Resolved to note expenditure for July, August, and September 2026 to date and to approve items for payment in September. 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 £
July 2026 Payments (reported at July meeting in *italics*)				
DEBIT CARD	*Adobe Systems Software* *Adobe Acrobat monthly subscription*	*16.64*	*0.00*	*16.64*
DD	*Hiscox* *Insurance premium (9th payment for 2025/26)*	*529.05*	*0.00*	*529.05*
BANK TFR	*Bishops Services Ltd* *Pavilion cleaning/jet wash/windows June 26*	*961.67*	*192.34*	*1154.01*
BANK TFR	*Gardens of England* *Grounds Maintenance June 2026*	*3129.50*	*625.90*	*3755.40*
BANK TFR	*Venesta Washroom Systems Ltd* *Toilet cubicle handle/stop replacement*	*21.99*	*4.40*	*26.39*
BANK TFR	*KCC Procurement Services* *Photocopier (copy charges)*	*54.00*	*10.80*	*64.80*
DD	*SDC* *Non-domestic rates (4/10 payments)*	*80.00*	*0.00*	*80.00*
BANK TFRS	*Staff Salaries & Expenses* *July 2026*	*4,255.77*	*0.00*	*4,255.77*
BANK TFR	*Starboard Systems Ltd* *Civic.ly Asset Management App Monthly Subs*	*84.00*	*16.80*	*100.80*
DD	*Starboard Systems Ltd* *Bookings Software Monthly Subscription*	*28.00*	*5.60*	*33.60*
BANK TFR	*rCOH Ltd t/a ONH Planning for Good* *Completion of Stage 2 work*	*4375.00*	*875.00*	*5250.00*
DD	*SAGE UK Ltd* *Payroll software July 2026*	*14.00*	*2.80*	*16.80*
DD	*HugoFox Ltd* *Website*	*29.99*	*6.00*	*35.99*
DD	*Heliocentrix* *Telephony June 2026*	*26.75*	*5.35*	*32.10*
DD	*Heliocentrix Ltd* *Office 365 subscription June 2026*	*99.48*	*19.89*	*119.37*
DD	*Heliocentrix Ltd*	*77.00*	*15.40*	*92.40*

	IT Support Billing for June			
DD	*Castle Water Ltd* *Pavilion Water*	*39.25*	*0.00*	*39.25*
DD	*EDF* *Pavilion Gas June 2026*	*90.92*	*4.55*	*95.47*
DD	*Npower* *Unmetered Supply for streetlights*	*117.54*	*5.88*	*123.42*
DD	*Smartest Energy* *Pavilion Electricity June 2026*	*726.75*	*145.15*	*870.90*
DD	*People's Partnership* *Pension Payment July 26*	*407.18*	*0.00*	*407.18*
BANK TFR	*Safeplay Playground Services Ltd* *Repairs to play equipment*	*104.00*	*20.80*	*124.80*
BANK TFR	*SDC* *Emptying of dog & litter bins/litter picking Apr-Jun 26*	*582.40*	*116.48*	*698.88*
BANK TFR	*SLCC Enterprises Ltd* *National Conference 2026*	*510.00*	*85.00*	*595.00*
BANK TFR	*Sam Rogers Treeworks* *Price's Wood programme of works July 26*	*2985.00*	*597.00*	*3582.00*
DEBIT CARD	*Lebara* *Mobile phone contract*	*4.12*	*0.83*	*4.95*
DD	*EE* *Mobile phone contract*	*12.69*	*2.54*	*15.23*
BANK TFR	Breakthrough Communications Support for Data Protection	595.00	119.00	714.00
BANK TFR	7Oaks Catering Engineers Ltd New Water Boiler for kitchen	538.00	107.60	645.60
DEBIT CARD	Amazon Pavilion supplies (toilet rolls / paper towels)	72.51	14.50	87.01
BANK TFR	Mr K Wilson Multi Sports Sessions for Summer 2026	470.00	0.00	470.00
August 2026 Payments				
DEBIT CARD	Adobe Systems Software Adobe Acrobat monthly subscription	16.64	0.00	16.64
BANK TFR	Starboard Systems Ltd Civic.ly Asset Management App Monthly Subs	84.00	16.80	100.80
DD	Starboard Systems Ltd Bookings Software Monthly Subscription	28.00	5.60	33.60
DD	Hiscox Insurance premium (10th payment for 2025/26)	529.05	0.00	529.05
BANJ TFR	First Stop Safety Ltd PAT Kit Testing/Calibration	88.95	17.79	106.74
BANK TFR	Bishops Services Ltd Pavilion cleaning/jet wash/windows July 26	961.67	192.34	1154.01
BANK TFR	Streetlights Column Repair Column 18 Station Footpath	125.00	25.00	150.00
BANK TFR	Gardens of England Grounds Maintenance July 2026	3314.70	662.94	3977.64
DEBIT CARD	Post Office Postage	50.64	0.00	50.64
BANK TFR	A Woman Who Can Cedar Cladding Maintenance – Pavilion	930.00	0.00	930.00
BANK TFRS	Staff Salaries & Expenses August 2026	4176.31	0.00	4176.31
DD	SDC	80.00	0.00	80.00

	Non-domestic rates (5/10 payments)			
BANK TFR	Streetlights Column Repair Column 57 Pounsley Road	155.00	31.00	186.00
BANK TFR	Streetlights Lit Bollard repairs (x4) – Pavilion car park	305.00	61.00	366.00
DD	People's Partnership Pension Payment Aug 26	406.56	0.00	406.56
DD	Heliocentrix Telephony July 2026	26.75	5.35	32.10
DEBIT CARD	Lebara Mobile phone contract	4.12	0.83	4.95
DD	Heliocentrix Ltd Office 365 subscription July 2026	112.92	22.58	135.50
DD	SAGE UK Ltd Payroll software Aug 2026	14.00	2.80	16.80
DD	Smartest Energy Pavilion Electricity July 2026	467.87	23.39	491.26
BANK TFR	Sally Jolly (Welcome Printing) Dunton Green News Autumn 26 edition printing	1376.45	0.00	1376.45
DD	Castle Water Ltd Pavilion Water	45.92	0.00	45.92
BANK TFR	Cube Plumbing & Heating Valve repair following leak in plant room	250.00	0.00	250.00
DD	EE Mobile phone contract	12.69	2.54	15.23
BANK TFR	RJH Welding Ltd Steel plates for two signs, welding, and installation	250.00	50.00	300.00
BANK TFR	Safeplay Playground Services Ltd Operational Inspection	153.00	30.60	183.60
DD	EDF Pavilion Gas July 2026	73.36	3.67	77.03
DD	Npower Unmetered Supply for streetlights	129.43	6.47	135.90
BANK TFR	Streetlights Lit Bollard repairs – Pavilion car park follow up (x1 bollard)	165.00	33.00	198.00
DEBIT CARD	Canva Subscription upgrade	31.74	6.35	38.09

ACTION: CLERK

12. PLANNING

12.1 CURRENT PLANNING Comments submitted to SDC between meetings were ratified.

12.1a Planning Application 25/03468/REM (Adjoining Parish Amended Consultation)

Location: DSTL Fort Halstead Crow Drive Halstead

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 additional comments (response previously submitted 23/04/26)

NOTE: Amendments sent on 21/07, 06/08, 10/08, 13/08

12.1b Planning Application 26/00948/MMA

Location: 205 London Road

Development: Amendment to 25/01838/FUL with one new vehicular access and a reduction to the size and design to include a patio and driveway.

Recommendation: No comments submitted

12.1c Planning Application 25/01285/REM

Location: DSTL Fort Halstead Crow Drive Halstead
Development: Reserved matters application (details relating to appearance, landscaping, layout and scale) pursuant to condition 5 of hybrid planning permission (in outline) 19/05000/HYN for Phase 1 (RM01) works comprising Polhill Roundabout and a section of Crow Drive, with associated infrastructure including landscaping, to comply with conditions 2, 7, and 9, and to discharge condition 18.
Recommendation: No further comments submitted

12.1d Planning Application 26/00836/FUL

Location: QinetiQ Enclave Fort Halstead Crow Drive Halstead
Development: Construction of a Ground-Mounted Solar Photovoltaic array and associated infrastructure.
Recommendation: No comments submitted – the application was subsequently withdrawn

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

12.2a Planning Application 26/01933/HOUSE

Location: 26 Yew Tree Road
Development: Demolition of first floor porch balcony. Proposed first floor rear extension with rooflight.
Recommendation: Comments Only. The Parish Council has noted and supports the concerns of neighbours regarding loss of light and overshadowing. The Parish Council requests that SDC verifies that there are no covenants on the property that would prohibit such a proposal; .confirms whether any information regarding the structural integrity of the proposal; and whether calculations have been made to assess the impact on neighbouring properties. The Parish Council is well aware of how the character of an area can be markedly changed once a precedent has been set and requests that this is considered when assessing the impact of this proposal.
ACTION: CLERK

12.2b Planning Application 26/02089/LDCEX

Location: North Downs Business Park Limepit Lane
Development: Confirmation that the existing car park is lawful
Recommendation: Support. This is a technical application to demonstrate that an existing, long used car park is lawful. The Parish Council sees no reason not support the application.
ACTION: CLERK

12.2c Planning Application 26/01986/FUL

Location: Sevenoaks Animal Feeds Ltd Unit A Lockyers Yard Rye Lane
Development: Change of use from class B8 to class E
Recommendation: Objection. This application provides no real information about what the change of use is to. Plan CB-003 indicates a change of use to a tyre fitting and light vehicle servicing shop. The application itself simply requests a change to a general class E use. The Parish Council disputes the parking availability that is claimed within the application. The Parish Council is also concerned that the application form itself has been incorrectly completed, particularly if this is to be a tyre fitting / car servicing business. The applicant claims that there will be no need to dispose of trade effluents or trade waste; states that the proposal does not involve the carrying out of industrial or commercial activities or processes; states that the proposal will not involve the use or storage of Hazardous Substances .This seems to conflict with the use indicated on Plan CB-003. There is also nothing within the plans to incorporate areas to store and aid the collection of waste. The Parish Council suggests that SDC requests further information to allow for proper consideration of the application or that it refuses this application on the grounds that there is insufficient information on which to base a decision.
ACTION: CLERK

12.2d Planning Application 25/03553/DETAIL

Location: DSTL Fort Halstead Crow Drive Halstead
Development: Details pursuant to condition 24A (Surface Water Drainage) relating to RM02 of 19/05000/HYB
Recommendation: No comment. This is a technical application which DGPC is not qualified to comment on.

ACTION: CLERK

12.2e Planning Application 25/01285/REM AMENDED

Location: DSTL Fort Halstead Crow Drive Halstead

Development: Reserved matters application (details relating to appearance, landscaping, layout and scale pursuant to condition 5) of hybrid planning permission 19/05000/HYN for the access route from Star Hill and a section of Crow Drive and associated infrastructure including landscaping

Recommendation: No additional comment.

ACTION: CLERK

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

12.3a Planning Application 26/01242/HOUSE

Location: Bellasis Rye Lane

Development: Demolition of existing garage and outbuildings. Erection of a replacement detached garage

GRANTED

12.3b Planning Application 26/01342/HOUSE

Location: 49 London Road

Development: Single storey rear extension and loft space conversion with rear dormer, roof lights and associated internal works, Alterations to fenestration and roof line

GRANTED

12.4 PLANNING ENFORCEMENT

12.4 To consider any updates in relation to sites in Dunton Green being investigated by Planning Enforcement for planning breaches

There have been no further updates. Cllr. Bayley (SDC) was asked if she could follow up with Planning Enforcement with regard to the gym in Rye Lane where there has been no change of use application and the old London Road site on Article 4 Directive land.

ACTION: KB

12.5 LOCAL PLAN – REGULATION 19 CONSULTATION

12.5a To consider and agree the response from Dunton Green Parish Council to be submitted for this consultation phase (consultation closes 17th September)

A draft response had been prepared by the Clerk, which had been discussed with the Chair and Vice Chair prior to being issued to Full Council for consideration ahead of the meeting. It was made clear that the response was not complete and would need some illustrative maps adding. There were no suggestions for additional content. The Clerk confirmed that the Reg 19 response would be accompanied with the two site specific responses for SEV 19 (now ST4-6) and SEV 24 (now ST4-7) so that these important and detailed responses will be seen by the Planning Inspector.

It was Resolved that subject to the addition of maps and some minor adjustments the draft Regulation 19 should be submitted to SDC. The response will also be published on the Parish Council's website.

ACTION: CLERK

12.6 DRAFT (Community Infrastructure Levy) CIL CHARGING SCHEDULE CONSULTATION

12.6a To consider the Parish Council's response to the proposed changes

A draft response had been prepared by the Clerk and was presented to the Parish Council for consideration. It was Resolved that the response to the Draft CIL Charging Scheule consultation be submitted to SDC. The response will also be published on the Parish Council's website.

ACTION: CLERK

13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

13.1 Grounds Maintenance/Updates

13.1a Signage: to note repairs completed

It was noted that the barrier signs that had been vandalised have been replaced and now have a steel backing to help limit any further damage.

13.1b Following the hot summer, requests have been submitted for assessments of plants with a view to removal of dead trees and shrubs and new schemes for flower beds

It was noted that a number of dead trees have been removed from land in Station Road and at Longford Meadow. It was noted also that there had been further vandalism to two trees on Longford Meadow, and the Clerk will be consulting with the Grounds Maintenance team to produce a plan relating how trees can be protected if planted in the area again. It was noted that the Grounds Maintenance team has been authorised to purchase replacement plants for the village garden beds (with a budget up to £300).

ACTION: CLERK

13.2 Price's Wood

13.2a To note that authorised works have been completed

It was noted that works which were authorised under a TPO by SDC have been completed.

13.1b To note a complaint submitted re Price's Wood and the Wildlife Reserve (re tree cutting)

It was noted that a complaint had been received about the amount of tree felling across these sites over the last few years. No activity has happened on either site has been undertaken without the proper authorisations, a management plan or without professional tree surgeons being involved.

13.1c To consider a planting proposal for winter 2026

Information regarding proposals for tree planting for Proce's Wood and Longford Meadow will be prepared for the October meeting. In line with the Parish Council's plans for Price's Wood, native species will be planted but a decision needs to be made with regard to whether this will be sapling trees (which DGPC has not had a huge amount of success with previously), or larger specimens. Details will be shared with members ahead of the October meeting, for their consideration.

ACTION: CLERK

13.3 Pavilion

13.3a To note that the cedar cladding on the Pavilion has been sanded and treated this summer

Noted. The external cladding looks much improved.

13.3bTo note that replacement signs for the Pavilion building (and the car park) have been installed following concerns about their condition were raised with the supplier

Having contacted the supplier to raise concerns about how significantly signage on the Pavilion and the car park height barrier was deteriorating. Without hesitation, the company confirmed that this was unsatisfactory, and the signage was replaced (having been reproduced on new equipment) free of charge.

13.3c Leak affecting ceiling in men's toilet: to note information following a review by a roofing contractor

It had been thought that the leak was likely to have happened because of the direction and voracity of rainfall at the time, thereby pushing through an air vent. However, following a recurrence of the leak and another contractor being onsite, the Assistant Clerk had manged to persuade them to take a look at the roof again. It was discovered that there were some slits in the roofing material. These were patched by that contractor, and, after recent rain, the repair seems to have worked.

13.3d Water boiler: to note that a replacement has been installed but that it is faulty

Unfortunately, there have been issues with the new boiler. There is an engineer visit scheduled which will hopefully resolve this.

13.4 General Maintenance

13.4a Play Equipment: to note damage and consider replacement costs

The rocking horse in the small children's play area has been broken off of its spring. A quotation has been received (£662 plus VAT) to make the surface good, supply a new spring and reinstate the rocking horse. It was Resolved to approve the quotation and repair.

ACTION: ASST. CLERK

13.4b Floodlights: to consider information regarding replacement of broken/faulty units and to agree next steps

The Parish Council's streetlighting contractors have been looking into options for the Parish Council since this is not something that the electrical contractor can oversee. The suggestion is that the faulty lamps be replaced with LED lamps. In the longer term this will reduce the electricity costs of the floodlights. Two options were discussed (a cheaper version set to 300W, another version which can be set at 600W/500W/400W/300W depending on the light levels required). It was Resolved to accept the advice of the contractor and opt for the more expensive option (£1405 plus VAT) which allows more flexibility in terms of the light levels. As the older 1000W Metal Halide lamps fail, they will be replaced with the LED version.

ACTION: CLERK

13.4c General Repairs: to note completion of works to noticeboards and other maintenance

Noted.

13.4d To note that the new noticeboard for the southern end of the village is due for delivery in September

Noted. Installation will be arranged as soon as we have delivery details.

ACTION: CLERK/ASST. CLERK

14. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

14.1 To note progress, if any, in relation to items on the Highways Improvement Plan (HIP) with particular regard to installation of signage re the school, cutting back of the hedge outside the school and drainage in the underpass

Following the July meeting the Clerk had sought timeframes from KCC for resolution of a number of items on the HIP. The only 'progress' reported was that the signage (inclusive of painted 'slow' messaging on the road surface) and the cutting back of the hedge had been approved and will be completed by KCC's contractors by early October. However, it was extremely disappointing that the works had not been completed prior to the start of the new school year given that the measures have been requested on the grounds of pupil safety. The Clerk also advised that there has been no further news regarding the underpass and the ongoing flooding issue. The work has been passed to the drainage team but there has been no correspondence from KCC. The Clerk has resorted to re-reporting this as a concern but has still heard nothing. The Clerk will chase.

ACTION: CLERK

Members of the public in attendance regarding parking restriction for Ryewood were advised again that the Parish Council will add an item to the HIP as soon as the signage and hedge items have been completed, but that there is still no guarantee that they will see a resolution to their concerns in under eighteen months. There is nothing more that the Parish Council can do at this stage. The Clerk will confirm with them as soon as this item is added to the HIP.

14.2 School Crossing Safety: to note that the school has been asked to investigate the possibility of having a School Crossing Patrol Officer to assist with efforts to make travel to school safer

It was noted that there has been no response fr4om the school or the Governing Body in relation to this proposal. It is disappointing, particularly when the Parish Council is actively chasing measures to improve pupil safety, that the school is not being as proactive as it could be (or if it is following up, not to have indicated this to the Parish Council).

15. EVENTS

15.1 Family Fun Day Thursday 30th July: feedback
The event had been well attended (similar numbers to 2025, despite the road closure).

15.2 Fireworks 25/09/26: to agree details for the day (considering event plan and risk assessment)
The Assistant Clerk asked members to confirm who would be available on the day. Notes were made as to who could come when and who will not be available. The Event Plan and Risk Assessment will be updated accordingly and issued to members ahead of the event itself and non-DGPC volunteers will also be contacted.
ACTION: ASST. CLERK

15.3 Remembrance Sunday Service: to note details of event plan and risk assessment
The Event Plan and Risk Assessment for the event will be available at the October meeting.
ACTION: ASST. CLERK

15.4 Christmas Singalong: to agree date
It was Resolved that the Christmas Singalong will take place on Friday 18th December (6pm)
ACTION: ASST. CLERK

16. CORRESPONDENCE & COMMUNICATIONS
16.1 Members considered or noted correspondence received since the July 2026 meeting (not already covered by an agenda item)
16.1a SDC – Community Asset Transfer Programme

16.1b CPRE Kent – Thank you, information and AGM date

16.1c Resident – Lost Bus Service Query

16.1d KALC – Complete Guide to National Rural Crime Week 2026

16.1e Darent & Cray Catchment Partnership – Information about the group

16.1f Darent & Cray Catchment Partnership –Update on Darent & Cray Lawson Report

16.1g Resident – Request for litter bin at the shopping parade at the southern end of the village
Cllr. Bayley (SDC) indicated that it might be worth approaching Tesco to see if they will install and empty a bin, as has been done in other areas. The Clerk will also follow up with SDC, but it was noted that a proper location must be identified as the pavement in front of the shops is limited.
ACTION: CLERK

16.1h Diocese of Rochester – Invitation to attend the Rochester Companion Diocese Celebration Service
The Assistant Clerk will attend for the Parish Council
ACTION: ASST. CLERK

16.1i Clerks & Councils Direct – September 2026 edition

16.2 Dunton Green News (newsletter): to note delivery status of Autumn 2026 edition
Most copies had been delivered although there were still some outstanding and there was discussion around access to apartment blocks on Ryewood. Initial delivery from the printer had been a cause of frustration with the newsletters not arriving until late on a Friday afternoon. It has been the Clerk's intention that members should have copies prior to the Bank Holiday weekend to ensure deliveries could be made with plenty of time to the deadline for Local Plan consultation responses (as there was information about this within the newsletter), but this has not been possible. The Clerk will review what can be done to improve this going forward.

16.3 Dunton Green PC Website: reminder that councillor biographies are due
Whilst some members had provided a short blurb to go on the website, the majority had still to do this. Members were reminded that they should submit some text as soon as possible.

17. DATE OF NEXT MEETING

17.1 Scheduled: 13th October 2026 (7.30pm) – Full Council

18. PUBLIC SESSION

None.

All the members of the public in attendance were thanked for attending the meeting and were asked to leave so that the Parish Council could discuss the following item.

All five members of the public left the meeting.

It was Resolved, under the Public Bodies (Admission to Meetings) Act 1960, that the following item be discussed in closed session. The item is of a confidential nature (as defined by Schedule 12 of the Local Gov Act 1972) which may either breach the council's obligations of the Data Protection Act 1998 or is not in the public interest to disclose.

19. DUNTON GREEN FOR THE FUTURE [Confidential Item – Commercially Sensitive]

19.1 To receive an update regarding latest communications with DGPC's solicitors, planning consultants and agents

Members were updated with regard to various meetings over the summer and were advised of a number of concerns that had been raised as a result of some of these, but that these concerns have been addressed with Berkeley Homes and the position clarified.

It was confirmed that Knight Frank are the Parish Council's Land Agents. Wellers are the Parish Council's solicitors.

It was Resolved that ONH Planning for Good should be reappointed to assist the Parish Council with the next stage of the project.
ACTION: CLERK

The Clerk was asked to establish the Parish Council's position and Councillors' positions in regard to some specific questions around liability and around finance.
ACTION: CLERK

Dates for a workshop with ONH Planning for Good will be suggested and circulated.
ACTION: CLERK

It was Resolved, under the Public Bodies (Admission to Meetings) Act 1960, to close the confidential session and return to the open meeting.

The meeting closed at 9.50pm.

Chair_____

Date_____