



MINUTES of a Meeting held virtually on Tuesday 13th April 2021 at 7.45pm

Due to HM Government's measures for Covid-19, the Parish Council met virtually via Zoom, a conferencing platform.

00. PUBLIC SESSION

Kathie Foster introduced herself as Secretary of Dunton Green FC and her son, Russell, who is the manager of the team. Having forged links with the community (specifically the Social Club) and acknowledging that the Pavilion facilities are very good (albeit they have not been able to use them during Covid), the club wanted more details about plans for the pitch which, in the club's opinion, was not in an especially good condition.

The Clerk advised the Fosters that verti-draining of the pitch is being arranged (as they had already been advised) and that the goalmouths would be reseeded. Timings were very much weather dependent, but it was anticipated that the scheme of works would begin before the end of April. Whilst they are not sports ground specialists, it is the firm belief of the DGPC grounds maintenance team that the pitch should not be cut any lower than it has been recently. Any shorter and there is a high risk that in warmer drier months we end up with a brown recreation ground and over the colder wetter months we end up with a mud bath. They cut on a rolling two-week schedule at the Parish Council's request (and on their advice). Trying to coordinate visits to coincide with fixtures is not workable. DGPC will not get a full year schedule of games against which to plan. Additionally, there are some unique site conditions that need to be acknowledged. For whatever reason, we have what is generally considered to be a wet site. DGPC's grounds maintenance team have issues at times with being able to get machinery onto site (and machinery that might be used and suitable for other playing surfaces in other places simply are not appropriate for Dunton Green). DGPC may be able to roll the pitch perhaps once a year but this would need to be done when conditions are right and prior to any aeration or verti-draining because rolling will compact the site (and completely eradicate any benefit from aeration works). We cannot roll between matches on a frequent basis.

The Parish Council had tried to protect the goalmouths from excessive and unwanted use over the very wet winter period but hazard tape that was put up was torn down and people played regardless. Some of the activity has been from people training (possibly from other clubs). To try to protect these areas when they are reseeded, DGPC will look at whether solid barriers can be purchased to act as a more robust defence.

The Clerk reconfirmed that verti-draining is being organised but that it looks like it will not be possible to have the site sand dressed at the same time by the contractors who are doing this as their machinery is too large to access the site. DGPC is currently working with its grounds maintenance team to see whether it would be possible to sand dress using any equipment that they might have or potentially hire.

The Clerk confirmed that the recreation ground is the priority rather than the football pitch itself; it is a green space for the wider community to be able to enjoy. Other venues have pitches which are not publicly accessible, and they may well be in a better condition because of that (not to mention better site conditions in terms of topography of the site). That being said, the Parish Council does believe that the pitch is in a generally good state given the winter weather conditions and has committed to a programme of works to improve that further.

01. PRESENT / APOLOGIES

Present: Cllrs. England, Lapham, Norton, Locky, Copeland, Parker, Hersey, Gomes-Chodyniewski

Apologies (accepted): Cllr. Carrol

In attendance: Tracy Godden (Clerk), Cllr. Bayley (SDC), Kathie Foster and Russell Foster (Dunton Green FC)

02. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 9th March 2021 were approved as a true record.

Proposed – Cllr. Gomes-Chodyniewski, Seconded – Cllr. Locky and Agreed.

03. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

04. GENERAL ADMINISTRATION

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

None.

4.2 .Training (Councillor and Staff)

Cllrs. Copeland and Gomes-Chodynieski had attended 'Effective Communications Strategy and Policy for Your Council' training offered by KALC.

The Clerk will be attending a webinar on 'Improving Sustainability & Resilience in Communities' at the end of April.

4.3 Financial Regulations and Standing Orders – Review

Financial Regulations had already been reviewed. A possible addition for the Standing Orders would be provided at the May meeting for members to review.

ACTION: CLERK

4.4 Virtual / Face to Face Meetings; Scheme of Delegation

It was noted that the Government had not extended the dates on the legislation permitting virtual meetings which had been introduced last year. The amended legislation had been time-limited to 7th May 2021. However, a High Court case is being heard on 21st April with a view to testing whether there needs to be specific legislation for virtual meetings (all meeting legislation having predated the internet and there being an argument that 'place' need not necessarily mean a physical venue). A decision is due at the end of April.

Any decisions regarding the June meeting in terms of how it might be held or whether there will be a meeting will be taken at the May meeting. Depending upon that decision, members may consider a Scheme of Delegation to enable the work of the Council to continue effectively.

ACTION: CLERK

4.5 Parish Council Vacancy – update if applicable

The vacancy had been advertised on noticeboards, the DGPC website and on its Facebook page. There had been a reasonable degree of interest and there were several promising candidates. Interviews were being scheduled for w/c 19th April.

ACTION: CLERK /FE

05. DGPC REPRESENTATIVES – EXTERNAL BODIES

5.1 Feedback from any meetings attended by DGPC's representatives on external bodies

It was noted that there had been a virtual meeting of the Donnington Hall Management Committee and that they had successfully applied for grants business grants that had been available to address the impact of local restrictions.

5.2 Meetings due to be attended

None scheduled currently.

06. COVID-19

6.1 To note any updates to procedures and regulations affecting DGPC assets

The tennis courts and the MUGA had been unlocked on March 29th, in line with the relaxation of Government restrictions. The Pavilion and car park remained closed, and plans were in place to re-open both on Monday 19th April (technically re-opening was permitted from 12th April, but it suited all parties to restart immediately after the school Easter holidays). Hirers with clients under 18 will be able to return to indoor activities; indoor adult classes are not permitted to resume until May 17th. The Parish Council's requirement that those using the facilities maintain social distancing and sanitise their hands will continue, for the safety of all those using the facilities.

ACTION: CLERK

07. CLERK'S REPORT To receive the Clerk's report

The death of Prince Philip, Duke of Edinburgh (on 9th April) is being marked in the village by the Union Flag being flown at half mast for the duration of the period of National mourning. The flag will return to full mast the day after the funeral.

ACTION: GH

The photocopier lease has been renewed. A machine with comparable capabilities to the current model will be leased over a five-year period. Leasing costs will be £20/quarter lower than current charges and the copy charges are also more competitive. Arrangements are being made for machines to be exchanged.

ACTION: CLERK / FE

08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note any issues

Unfortunately, there have been reports of broken glass (13/04/21) at the recreation ground which resulted in a child being injured. SDC were prompt to site to clear the debris and the Clerk has reported the incident to the PCSOs, and the Community Safety Unit. Fly tipping and littering continues generally, as it has done for some time now. It was also noted that there have been reports in recent weeks of Unauthorised Encampments at Chipstead and Swanley and in neighbouring districts.

09. FINANCE

9.1 Bank Reconciliation

A bank reconciliation to 31st March 2021 was presented by the Clerk and it was Resolved that it be accepted. The Chairman confirmed that she would verify all the bank balances stated on the reconciliations against the bank / investment statements when it was safe and appropriate to do so at the office.

ACTION: CLERK

ACTION: FE

BANK RECONCILIATION TO END 31/03/2021

Description	Value £	Value £
Cash in hand 01/04/2020		£120,615.58
ADD Receipts 01/04/2020 – 31/03/2021		£186,771.41
TOTAL		£307,386.99
SUBTRACT		
Payments 01/04/2020 – 31/03/2021		£144,827.58
A: Cash in hand 28/02/2021		£162,559.41
Cash in hand per Bank Statements		
NatWest Reserve 31/03/2021	£62,870.20	
NatWest Current 31/03/2021	£19,488.15	
CCLA Public Sector Deposit Fund 31/03/2021	£40,201.06	
CCLA Local Authorities Property Fund 31/03/2021	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£162,559.41
Less unrepresented cheques		£0.00
TOTAL		£162,559.41
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£162,559.41

9.2 The Annual Return for the Financial Year 2020-21 has been completed in conjunction with the Final Year Internal Audit. The Council is requested to approve:

9.2a Section 1 Annual Governance Statement

It was Proposed – Cllr .Gomes-Chodyniewski, Seconded – Cllr . Lockey and Agreed that, having responded appropriately to each of the statements contained within Section 1 of the Annual Return, that the Annual Governance Statement be approved and signed

9.2b Section 2 Accounting Statement

It was Proposed – Cllr. Hersey, Seconded – Cllr. Parker and Agreed that the Accounting Statement for 2020-21 (already signed off by the Clerk in accordance with the regulations for the Annual Return) be approved & signed.

9.3 Internal Audit 2020-21

The Annual Internal Audit Report (AIAR) for 2020-21 had been completed by the Internal Auditor, Lionel Robbins, when the audit was completed on site at the Parish Office on 8th April 2021, Members also considered the report of the Internal Auditor following the year-end audit 2020-21 and it was Proposed - Cllr. Lockey, Seconded - Cllr. Parker and Agreed that the reports be accepted. There were no issues raised in either document.

9.4 To reappoint the internal auditor for 2021-22

It was Proposed – Cllr Mrs. England, Seconded – Cllr. Gomes-Chodyniewski and Agreed that Lionel Robbins be reappointed as the Council’s internal auditor for 2021-22.

ACTION: CLERK

9.5 Grant Funding: update on applications

As reported at the March meeting, the Clerk had applied to Sevenoaks District Council regarding potential grants available because of the Pavilion having to be closed due to Government restrictions in November 2020 and from 5th January 2021. The Clerk had applied for 5 separate Local Restrictions grants, all applications proving to be successful. A total of just over £11,000 had been awarded to the Parish Council. The Clerk had also now applied for a Restart Grant (having been encouraged to do so by Sevenoaks District Council).

9.6 Government’s ‘Welcome Back Fund’: to consider proposals for application submission to SDC

KALC had issued details of a ‘Welcome Back Fund’ that the Government had launched to help reinvigorate high streets and open spaces. It was understood the SDC had been allocated approximately £117,000. However, from reading information made available to SDC members, it seemed that this money was being earmarked for the four towns (Sevenoaks, Swanley, Edenbridge and Westerham). It seemed unlikely that it would be available for parish councils in the District. Cllr. Bayley offered to find more information on this, and the Clerk would also make enquiries. If there was a fund to which applications could be made, the Clerk would apply.

ACTION: KB / CLERK

10. ACCOUNTS FOR PAYMENT

10.1 List of payments for approval

It was Proposed – Cllr. Norton, Seconded – Cllr. Lockey and Agreed to approve/ratify for payment a list of cheques, bank transfers, debit card payments and direct debits (with supporting documentation) as detailed below.

Payment Type	Description	Net £	VAT £	Gross £
March Payments (reported at February meeting in italics)				
DEBIT CARD	<i>Adobe Systems Software Adobe Acrobat subscription</i>	<i>12.64</i>	<i>0.00</i>	<i>12.64</i>
BANK TFR	<i>Getting-IT-Working IT Support February 2021</i>	<i>150.00</i>	<i>0.00</i>	<i>150.00</i>
DD	<i>TV Licensing Annual Licence renewal for Dunton Green Pavilion</i>	<i>157.50</i>	<i>0.00</i>	<i>157.50</i>
DD	<i>Virgin Mobile Phone contract</i>	<i>7.00</i>	<i>1.40</i>	<i>8.40</i>
DD	<i>British Gas Pavilion Gas February 2021</i>	<i>275.56</i>	<i>55.11</i>	<i>330.67</i>
DD	<i>E.On (Pavilion Electricity) February 2021</i>	<i>391.52</i>	<i>78.30</i>	<i>469.82</i>

DD	Shred Station Confidential Waste Collection (Feb 21: holding fee)	15.00	3.00	18.00
BANK TFR	Staff Salaries & Expenses March 2021	2144.06	0.00	2144.06
BANK TFR	HMRC Quarter 4 2020/21 PAYE Tax & NI Payment	3006.86	0.00	3006.86
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	E.On (Unmetered Supply) February 2021	73.01	3.65	76.66
BANK TFR	Getting-IT-Working IT Support March 2021	150.00	0.00	150.00
DD	B&CE HSM Ltd (The People's Pension)	262.93	0.00	262.93
DD	EE Mobile phone contract	8.17	1.63	9.80
DD	Onecom Ltd Broadband & Telephone February 21	65.71	13.14	78.85
DEBIT CARD	AMAZON Hazard Tape	15.48	3.09	18.57
DEBIT CARD	KALC (Eventbrite) Councillors' Training [Communications Policy x2]	70.00	14.00	84.00
BANK TFR	KCC Photocopier Leasing / Copy Charges (Qtrly charge)	120.66	24.13	144.79
BANK TFR	SDC Cleaning Mill Rd/Rec & Dog Bin Emptying (Jan-Mar)	408.20	81.64	489.84
BANK TFR	Pure Simplicity Technology Ltd Specialist Enviroguard Treatment of Pavilion (to guard against Covid)	1707.30	341.46	2048.76
BANK TFR	Mrs F England Stationery expenses (ink etc)	54.14	10.84	64.98
DEBIT CARD	AMAZON Padlock (to replace defective one on barrier at rec)	7.16	1.43	8.59
DEBIT CARD	AMAZON Cable Ties (long/heavy duty)	9.92	1.98	11.90
April Payments to date				
DEBIT CARD	Adobe Systems Software Adobe Acrobat subscription	12.64	0.00	12.64
BANK TFR	Gardens of England Grounds Maintenance March 2021	2629.00	0.00	2629.00
BANK TFR	CJS Plants Ltd Hanging Baskets & Planters (Apr-Sep inclusive)	2072.50	414.50	2487.00
BANK TFR	Lionel Robbins Internal Audit of 2020/21 Accounts 8 th April 2021	150.00	0.00	150.00
BANK TFR	Staff Salaries & Expenses April 2021	2273.33	0.00	2273.33
BANK TFR	Scribe (Starboard Systems Ltd) Scribe Accounts Annual Software Licence	420.00	84.00	504.00
DEBIT CARD	The Flag Shop Ltd Replacement Union Flag	19.94	3.99	23.93
DEBIT CARD	AMAZON Office Supplies	24.16	4.83	28.99
DD	Virgin Mobile Phone contract	7.00	1.40	8.40
DEBIT CARD	The Key Safe Company Ltd Police Approved Key Safes (x2) to replace old	99.90	19.98	119.98
BANK TFR	CJS Plants Ltd Hanging Baskets & Planters (Apr-Sep inclusive)	2072.50	414.50	2487.00
April Payments (expected but unconfirmed/not yet paid as at 12/04/21)				

DD	E.On (Pavilion Electricity) March 2021	397.00	79.40	476.40
DD	British Gas Pavilion Gas March 2021	254.02	50.80	304.82
DD	SAGE UK Ltd Payroll software	7.00	1.40	8.40
DD	B&CE HSM Ltd (The People's Pension)	277.15	0.00	277.15
DD	E.On (Unmetered Supply) March 2021			
DD	Shred Station Confidential Waste Collection (Mar 21: holding fee)			
BANK TFR	Getting-IT-Working IT Support April 2021			
DD	EE Mobile phone contract			
DD	Onecom Ltd Broadband & Telephone March 21			

ACTION: CLERK

10.2 To approve list of regular payments for 2021-22

The Clerk presented members with a comprehensive list of regular payments. It was Proposed – Cllr. Parker, Seconded – Cllr. Gomes-Chodynietcki and Agreed that the list be approved so that payments can be processed in a timely manner through the year.

Supplier	Service	Transaction type	Frequency
Onecom Ltd	Broadband & Landline Telephone	Direct Debit	Monthly
Shred Station	Confidential Wastepaper Disposal	Direct Debit	Monthly
EE Limited	Mobile Phone Contract	Direct Debit	Monthly
E.On	Unmetered supply (streetlights)	Direct Debit	Monthly
Sage Software	Payroll software	Direct Debit	Monthly
Virgin Mobile	Mobile Phone Contract	Direct Debit	Monthly
B&CE Holdings Ltd	Pension Payment	Direct Debit	Monthly
British Gas	Pavilion Gas	Direct Debit	Monthly
E.On	Pavilion Electricity	Direct Debit	Monthly
TV Licencing	TV Licence	Direct Debit	Annual
123-Reg	Email inboxes/webmail/domain name	Direct Debit	Annual
ICO (Information Commissioners Office)	Registration certificate	Direct Debit	Annual
Action with Communities in Rural Kent	Membership subscription	Bank Transfer	Annual
Bibby Factors North West Ltd	Pavilion Cleaning/Window Cleaning/Jet Washing	Bank Transfer	Monthly
Came & Company	Parish Council Insurance	Bank Transfer	Annual
Came & Company	Parish Council Cyber Insurance	Bank Transfer	Annual
Castle Water Ltd	Pavilion Water	Bank Transfer	Quarterly
Chris Knott Insurance Ltd	Allotment Public Liability Insurance	Bank Transfer	Annual
CJS Plants Ltd	Hanging Baskets	Bank Transfer	Annual
Communicorp	Membership subscription	Bank Transfer	Annual
CPRE	Membership subscription	Bank Transfer	Annual
Cube Plumbing	Pavilion Maintenance (Heating/Boiler)	Bank Transfer	Annual
Gardens of England	Grounds Maintenance	Bank Transfer	Monthly
Getting IT Working	IT support	Bank Transfer	Monthly
KALC	Membership subscription	Bank Transfer	Annual
Kent County Playing Fields Association	Membership subscription	Bank Transfer	Annual
KCC	Photocopier Leasing	Bank Transfer	Quarterly
Clerk	Staff Salaries	Bank Transfer	Monthly

Employees	Staff Salaries	Bank Transfer	Monthly
NALC	Subscription	Bank Transfer	Annual
NSALG Ltd	Allotment Association membership	Bank Transfer	Annual
PAYE Cumbernauld (HMRC)	PAYE Tax & NI	Bank Transfer	Quarterly
PKF Littlejohn	External Audit	Bank Transfer	Annual
Play Inspection Company Ltd	Annual & Operational H&S inspections of play equipment	Bank Transfer	Quarterly
Sally Jolly	Newsletter Printing	Bank Transfer	Quarterly
Scribe Accounts	Accounts software Licence	Bank Transfer	Annual
SDC	Cleaning Mill Rd & Rec (bins and litter) / dog bin emptying	Bank Transfer	Quarterly
SLCC	Clerk's membership subscription	Bank Transfer	Annual
SLCC Enterprises Ltd	Clerk's training	Bank Transfer	Variable
Spy Alarms Ltd	Intruder Alarm Maintenance Contract	Bank Transfer	Annual
Spy Alarms Ltd	Fire Alarm Maintenance Contract	Bank Transfer	Bi-annual
Spy Alarms Ltd	CCTV Maintenance Contract	Bank Transfer	Annual
Streetlights	Street light Maintenance Contract	Bank Transfer	Bi-annual
TWFP Ltd	Fire Extinguisher Maintenance	Bank Transfer	Annual

11. PLANNING

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

It was Proposed – Cllr. Norton, Seconded – Cllr. Lapham and Agreed that the recommendations for the two applications below be ratified.

11.1a Planning Application 21/00654/FUL

Location: 6 Darenth Lane

Development: New dwelling

Recommendation: Objection. On the grounds of inadequate provision of parking (1 space for a 3-bed house; double yellow lines in Darenth Lane so no excess on road parking available; general over intensification of the site). This application seeks to construct a new dwelling in an already intensively developed area.

Off-road parking provision for a three-bedroom house in this application is insufficient, especially in the context of an area where there are already very limited off-road parking spaces available and where there is a significant amount of parking restriction.

Cllr. Bayley interjected to state that she was under the impression that the application had two spaces and not one. This would be reviewed although it was still felt that due to the site circumstances this was still inadequate.

11.1b Planning Application 21/00599/HOUSE

Location: The Coach House London Road

Development: Singles storey mono-pitch Garden Office/Summer house in garden

Recommendation: No Comment

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

11.2a Planning Application 19/05000/HYB

Location: DSTL Fort Halstead Crow Drive

Development: Hybrid application comprising, in outline: development of business space (use classes B1a/b/c) of up to 27,773 sqm GEA; works within the X enclave relating to energetic testing operations, including fencing, access, car parking; development of up to 635 residential dwellings; development of a mixed use village centre (use classes A1/A3/A4/A5/B1a/D1/D2); land safeguarded for a primary school; change of use of Fort Area and bunkers to Historic Interpretation Centre (use class D1) with workshop space and; associated landscaping, works and infrastructure. In detail: demolition of existing buildings; change of use and works including extension and associated alterations to buildings Q13 and Q14 including landscaping and public realm, and primary and secondary accesses to the site. This application has now been amended, and a summary of the main changes are set out below:

The applicant has provided an amended demolition plan, demonstrating the retention of buildings X23, X47, X76 and X77 which were previously proposed to be demolished, and the demolition of buildings X43.1 and X43.2.

Any planning applications received between 01/04/21 & 13/04/21.

Recommendation: Objection. Proposed – Cllr. England, Seconded – Cllr. Norton and Agreed

Objections that DGPC has submitted to previous guises of this application remain valid and the Parish Council would like these to be considered. The Parish Council submitted objections on 24th July 2020 (and included within that response objections from 2019) – these are copied below:

Dunton Green Parish Council continues to have concerns about this application. The concerns that the Parish Council has regarding the November 2019 version of this application remain (and are listed below for reference).

The reduction in the proposed number of dwellings is largely welcomed but the revised number of 635 homes still represents a significant increase to the 450 homes that have been previously approved. There is a continuous thread of argument for the development in the revised documentation using the fact that the number of dwellings in the revised application is reduced and therefore represents an improvement. Allegedly this addresses several the concerns raised in 2019, in so far as it reduces the impact of the development on the Green Belt and on the AONB. However, the reduction is only versus the 750 dwellings as proposed in the original guise of this application and it is not acknowledged that, overall, the revised application still represents an increase in residential development of 185 dwellings.

The application is also defensive about affordable housing: the inference being that with a reduced number of dwellings available, it might not be economically viable to meet in full the 40% quota of social housing. In relation to the Local Plan, the total number of homes falls short of the Government's target figures. Even acknowledging that there can be debates about the credibility of the Government's figures ad infinitum, what is clear, and surely cannot be disputed, is that there is a definite need for affordable local housing. Social housing numbers should be non-negotiable.

The reduced density is welcomed although there is still plenty of room for further improvements in this area.

Another central core of this proposal is that it is an employment led development and there has been a slight increase in the area set aside for commercial development. However, the Covid-19 lockdown has forced many organisations to have their staff work from home and re-evaluate their ongoing needs for commercial premises. Arguably, the Sevenoaks District already has an oversupply of commercial premises. From experience with the development of the West Kent Cold Storage site in Dunton Green, the need for commercial development (which was originally included within the application for Ryewood) was not proven and the space that had originally been earmarked for commercial use has subsequently been developed as additional residential units, over and above the number originally planned for the development. What real evidence is there of demand for commercial development on the Fort Halstead site? And what guarantees would there be, should commercial development not be required, that this space would not then be turned over to the provision of more residential units?

It is stated in one of the documents that rather than the proposed 252 trees to be felled, the revisions will now only see the loss of 210 trees. Whilst this is a reduction it is still the loss of a significant number of trees and is not acceptable.

There is now a proposal for an area of land to be reserved for a school, but the developer is not able to realise the commissioning of a school. That is entirely at the behest of KCC who seem to have very little idea about what demand there is for schools, especially in light of the Local Plan being contested. The Section 106 Agreement for Dunton Green's Ryewood development promised many things that, ultimately, were not in the gift of the developer. A new medical centre was included in the DG proposal. The local Clinical Commissioning Group took the money having been unable to get a local surgery interested (and indicating that there was insufficient demand to make it viable). Money was set aside for education (and was given to KCC). It can only be spent in a very limited geographical area and yet that money has not been spent as KCC says it is for expansion only and it is unprepared to commit until the Local Plan situation is resolved. This means that money that could have been used in Dunton Green is sitting in the coffers at KCC rather than providing any educational benefit to the local community. Surely it is better to refurbish and extend Dunton Green's existing school than leave it to languish in the hope that in a decade's time there will be a new school at Fort Halstead? Commercial space was also to be part of the Ryewood development. That area (and the proposed site for a medical centre) has been used for additional residential dwellings instead. If the school site is not used for that purpose, will it become an area for more residential development?

Communal parking simply does NOT work. The lack of parking provision, from bitter experience on the Ryewood development in Dunton Green, creates serious ongoing issues. There are constant complaints about people parking in the wrong place, that there are insufficient parking spaces (indeed, many residents would have preferred the space that had been allocated for commercial development to be used for additional parking rather than more dwellings, such is the problem). And the issue has spilled out through the village, with Ryewood residents parking in other areas of the village and exacerbating pre-existing issues with lack of on road spaces. It is Dunton Green Parish Council's contention that whatever the recommended levels for parking, there should be dedicated parking spaces per bedroom per dwelling (so 2 beds, 2 spaces; 5 beds, 5 spaces), if parking is not to become an inherent unresolvable issue at Fort Halstead, should the development go ahead.

Bus routes: there is no evidence that provision of bus services is a solution to mitigate the number of vehicle journeys being undertaken from a development. And, realistically, they are difficult to sustain. Again, as the recent experience of Ryewood has given Dunton Green Parish Council, services are initially funded by the developer. The uptake is not what it needs to be to ensure that the new service is economically viable in the long run and the routes end up being unsustainable.

Should the development go ahead, there must be an assurance that the construction traffic will not travel on the A224 through Dunton Green. The village already has to withstand diversions from the A21 and M25 and the impact of that traffic. There must be mitigation for Dunton Green in the future to deal with the additional journeys this will generate.

Reasons (AS PER 2019-11 RESPONSE FROM DGPC):

Dunton Green Parish Council has strong objections regarding the size of the residential and commercial development now proposed – the intensification of the site is increased significantly in comparison to the outline permission already granted for 450 homes. The impact of a total of 750 dwellings and all the other development associated with this plan will have a serious and detrimental effect on neighbouring parishes.

Indeed, a significant area of the proposed development lies within the parish of Dunton Green; Dunton Green is not an adjoining or neighbouring parish, it is a parish directly impacted by these proposals and a large part of the application area lies within Dunton Green's boundaries.

School

Of particular concern to Dunton Green Parish Council is the promise of a new one form entry primary school on the site. Dunton Green's experience of meaningless promises from developers (the proposed medical centre at Ryewood) are still raw. This is yet another promise by a developer which it actually has no power to provide; a third party has the final say (It was the West Kent Critical Commissioning Group in Dunton Green for the promised medical centre and it is KCC in this instance in relation to the promise of a new school). Dunton Green has seen no investment in its primary school despite in excess of £250k being given to KCC for education purposes as a result of the Section 106 Agreement for Ryewood. What evidence is there of need for a new school? Why can't money be spent on the schools in Halstead, Dunton Green, Knockholt to accommodate demand (a number are consistently undersubscribed)?

Redacted Information

There is far too much redacted information within some of the documents; it renders them useless to the reader – they quite literally tell you nothing in some instances. The Financial Viability Assessment is one such document. Presumably there is a significant amount of financially sensitive information (and we acknowledge the need to redact some information) but the redactions are so extensive as to make the document a nonsense.

Environmental Impact Assessment – Vol I Non-Technical Survey

P8 School

It is noted that land is to be 'safeguarded' for a school which may or may not be provided. What are the plans if the school is not required? Will additional residential units be filling that space? Or more commercial premises? Again, DGPC is concerned about the aspirational nature of claims; experience in Dunton Green is that promised services do not come to fruition, largely because the developers themselves are simply not in a position to guarantee that those responsible for such services will ensure that the offers are taken up. It is also somewhat aspirational

Environmental Impact Assessment – Vol I Non-Technical Survey

P9

There is a reference to the development of West Kent Cold Storage which indicates that the development has 500 dwellings, a medical centre and commercial units. Planning permission was originally granted for the latter two items but they have not materialised. To continue to refer to the development as having a medical centre and commercial units (both of which proved to be uneconomic, allegedly) is wrong and should be corrected.

P12 medical facilities

As with Ryewood, a building is promised within the proposal for GP services but there is no guarantee that the offer will be taken up by the governing authority/agency. It is NOT within the developer's gift to provide a medical centre. When this was being reviewed for Dunton Green there were no local surgeries will to take on a satellite surgery and the Clinical Commissioning Group at the time simply took the money in lieu of the building.

Where have the commercial activities and employment figures come from? Commercial units have not proved especially attractive in recent development in the District. Why would Fort Halstead buck that trend?

Design & Access Statement

P16 Map identifying site location and parish boundaries.

A significant proportion of the development lies within the parish boundary of Dunton Green, including the bulk of the so-called 'village centre' and a significant proportion of the residential development. Dunton Green has taken the brunt of social housing in the district for several years and the parish does not want more within its boundaries. The village is already threatened with a further 250 homes on land adjacent to its recreation ground (albeit this development has, at this stage, been removed from the Local Plan) and this Fort Halstead proposal indicates that there will be a significant amount of building in Dunton Green. The development that is identified within the Dunton Green parish boundary should not include a high proportion of social housing – other parishes across the district need to start shouldering some of the burden.

P31 Onwards: 3.5 Local Character Assessment

It is astounding to see that even though a large area of this proposal falls within the parish of Dunton Green, Dunton Green is not included in the villages described in the Character Assessment pages. It is clear that 'prettier' villages, such as Otford, have been appraised when villages that are actually affected (and whose character should be of importance to the new development) have been excluded. Why is this?! Interestingly, Ryewood is included in new developments section of this section with very little indication that it is actually IN Dunton Green. It is not in Sevenoaks, it is not in splendid isolation, it is an area of Dunton Green. Dunton Green is completely excluded in the list of reviewed settlements on page 46.

P119 Innovation and Education Hub

All very aspirational but what evidence is there is of need given that some key local schools are currently undersubscribed. And, as with the medical facility, a promise of a building falls far short of guaranteeing that a school will be provided. Dunton Green Parish Council remains concerned that its village school continues to be neglected by KCC and that the promise of a new school will be more attractive to KCC than investing in its existing local schools.

P145 Community Bus

Presumably the developer will be funding the introduction of a new service but for how long? And what will happen if, as is likely (based on the experience of the community bus introduced for Ryewood), it proves not to be economically viable? Will the service then be lost? Is this not a short term gimmick rather than a realistic review of transportation requirements not just for Fort Halstead but for the local area and how they will be provided longer term, regardless of economic viability?

General Observations

The so-called 'village' centre looks like a university campus, not a village centre. It is much more of a commercial hub and has certainly lost any 'village' feel now that there is no village green at the centre of such an area.

Construction phase impacts on neighbouring villages? What is practically to be done by the developer to mitigate the impact of what will be years of construction?

Dunton Green Parish Council's view is impacted by experience. There are many similarities within this proposal of how wonderful the development will be and all the services that will be provided but they came to nothing in Dunton Green. The developer will return at some stage in relation to this application and say that the economy has changed and things are no longer economically viable.

Car Parking

Whilst guidelines may indicate that 1.5 spaces per dwelling is an adequate provision for car parking this is clearly nonsense and a recipe for issues once a development is inhabited. The Ryewood development in Dunton Green is an example of woefully inadequate parking provision which has caused and continues to do cause day to day issues for residents not just of the development but in neighbouring roads. This Fort Halstead proposal shows less evidence of adequate & realistic parking provision than previous applications. The developer should not be satisfied to have provided only the minimum, which is undoubtedly insufficient for modern living standards and should be providing car parking provision that meets the real day to day requirements of residents and, in this proposal, commercial occupants. A ratio of one space per bedroom would be more realistic for residential areas and there must be significantly more parking for communal blocks and visitors. On this site, where will excess parking be able to go?

Historical Interpretation Centre (HIC)

As this Parish Council has indicated in a response to a previous application for this site, consideration should be given to storage of historical artefacts currently at the Fort.

The funding position in relation to the historical elements of the proposal both in the short term and more particularly in the longer term need to be specified in more detail. It is unclear as to where this funding is expected to come from.

Access / Transportation

Star Hill: Dunton Green Parish Council cannot support an application which has Star Hill as a main exit point.

Polhill: It is noted that a roundabout allowing traffic to flow more freely is included within this version of the application, which is a much safer option than the traffic lights previously suggested.

However, Dunton Green Parish Council remains concerned about access points to the site.

Environmental Impact Vol III Bio Diversity P39 onwards starting at item 5.59)

Dunton Green Parish Council remains concerned about the biodiversity of the site and the protection that should be afforded to the site, especially during construction.

Appendix 11.1 Fort Halstead Air Quality Assessment

Any traffic from Fort Halstead heading towards Sevenoaks is almost certainly going to come through Dunton Green and Riverhead. Not only will this have an impact on the material infrastructure of roads in the area, it will also impact the air quality. Riverhead is already an Air Quality Management area. Whilst the assessment seeks to address air quality near the site, there should be an extension of that assessment to review potential impact on areas already suffering from poor air quality.

The Parish Council also fully supports the objections submitted by The Knockholt Society.

11.2b Planning Application 21/00999/FUL

Location: 149-155 London Road

Development: Demolition of the existing buildings and erection of 7 flats with associated parking area.

Recommendation: Objection. Proposed – Cllr. Hersey, Seconded – Cllr. Lockey and Agreed.

The Parish Council objects to this application for several reasons:

- Over intensification of the site
- Loss of retail/commercial premises
- Insufficient parking – 7 spaces for seven flats is inadequate. There is no accounting for properties having more than one vehicle (they are two-bedroom flats) and no provision for visitor parking, in an area where limited on road parking is already in heavy demand.
- There is no access to the proposed parking allocation within this application. There is no wayleaves agreement in place which would permit vehicle access via Barretts Road (private) and across land that forms

part of the Donnington Hall site, to the rear of the property. Without accessible parking this application is not valid.

- There are concerns about the adverse impact on the neighbouring properties of demolition of the existing buildings in terms of vibration impact.
- Concerns about the adverse impact of demolition and construction on the village in general; impact on the A224 London Road – the site is very close to the zebra crossing outside 136 London Road which is used by children to access the primary school.

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

11.3a Planning Application 21/00246/HOUSE

Location: 3 Macmillan Road

Development: Loft conversion

GRANT OF PLANNING APPLICATION: Subject to conditions

11.3b Planning Application 21/00182/HOUSE

Location: 22 Mill Road

Development: Change of use from garage into playroom

GRANT OF PLANNING APPLICATION: Subject to conditions

11.4 COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDS

The Clerk advised that she had been advised by SDC that £5254.50 is due to DGPC in April in relation to a development on land adjacent to 209 London Road.

11.5 LOCAL PLAN UPDATE

It was noted that SDC's application for permission to appeal has been refused by the Court of Appeal and SDC has not succeeded in challenging the Inspector regarding their conclusions on the duty to operate. SDC now must consider whether to resubmit the emerging Local Plan or to revert to starting a new Plan. The extant Plan remains valid.

12. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

12.1 Grounds Maintenance

12.1a Recreation Ground: Football Pitch

As already discussed under Item 00: Public Session, verti-draining, sand dressing and reseeding of goalmouths is being scheduled, as is ditch clearance, all to improve the condition of the pitch area.

12.1b Price's Wood: maintenance for 2021

The Clerk and the Chairman had met on site at the end of March with the grounds maintenance team, the tree surgeon and Ollie Ireland who was instrumental in creating the bike trail to discuss maintenance requirements for the coming year. The grounds maintenance team will keep the strip at the rear of neighbouring properties clear, having created this 'path' last year. Ollie Ireland will re-engineer a small section of the trail to make it a little more interesting. Sam Rogers Treecare had submitted a quotation for chipping of fallen, hanging and dangerous branches which is needed to help clear the area and to maintain the safety of users (which was accepted). All elements identified on the Tree Hazard Survey previously have been attended to.

ACTION: CLERK

12.2 Projects - Updates (if available) regarding:

12.2a Recreation Ground Play Areas: upgrades/improvements

Deferred to a future meeting. **ACTION: CLERK**

12.2b Floodlights and other electrical projects

Deferred to May. **ACTION: CLERK**

12.3 Pavilion

12.3a Reinstatement of cleaning schedule & update on deep cleaning

It was noted that regular cleaning will resume with effect from Sunday 18th April, ahead of hirers returning to the building. The Enviroguard treatment had been completed at the Pavilion which included all touch surfaces (windowsills, door handles, door plates, toilets, sinks, chairs and tables etc). The Clerk will order some additional supplies so that the regular cleaner can 'top up' the treatment on a regular basis.

ACTION: CLERK

12.3b Locksmith: security check all doors/shutters/locks (internal and external)

The roller shutter to the outside store has been greased and the door to the plant room has been attended to (this was sticking). Internal door closings have been checked. It is necessary to replace the locking barrels on some of the changing room doors as they are no longer working, and this will require a follow up visit which the Clerk will arrange.

ACTION: CLERK

13. HIGHWAYS & TRANSPORTATION

There will be a road closure on the A224 London Road. This is part of the on-going maintenance and improvement of the highway network and Kent County Council will be resurfacing a section of the A224 London Road, Dunton Green between the junction of Aisher Way and Barretts Road. These road surface improvement works are programmed to start on the 29th April 2021 and should take 5 nights (excluding weekends and bank holidays) to complete. These activities will be undertaken between the hours of 20:00 and 06:00 each night (on the evening of the 6th May works will have a delayed start to 22:00hrs due to works locations proximity to a local election polling station) less disruptive works have been programmed for this night to compensate for the delayed start.

It was also noted that surveying equipment had been left on Morants Court Road by Tracsis who had undertaken a Department for Transport National Road Traffic Census. The Clerk would contact them.

ACTION: CLERK

14. ALLOTMENTS

Nothing to report.

15. COMMUNICATION

15.1 Newsletter

15.1a Copy deadline 1st May 2021.

This was noted; any articles or photographs would be very welcome for the next edition. Cllr. Lapham advised that he had submitted an article.

ACTION: CLERK

15.2 Social Media

15.2a Software for scheduling of posts and discussion regarding social media platforms

Ongoing. No progress yet to report.

16. EVENTS

16.1 Updates on planning, if available/applicable

No progress to report yet; it was noted that careful consideration will need to be given before committing to any events later this year.

17. CORRESPONDENCE

17.1a Consultation: Local authority remote meetings: call for evidence

No comments to submit.

17.1b Team DG (School PTA) Football Tournament

A request had been made for access to the school field via the recreation ground to accommodate parking for an event to take place in June.

Members discussed the matter and did not feel that it was appropriate to agree to this and that there were far too many implications to consider (hirers of the pavilion, users of the recreation ground, impact on neighbours (who had already etc). Members believed the school field could already be accessed via the Key Stage 1 playground. It was Proposed – Cllr. England, Seconded – Cllr. Hersey and Agreed that permission be refused.

ACTION: CLERK

18. DATE OF NEXT MEETING

Scheduled: May 4th, 2021 (7.30pm). This meeting will be held virtually (using Zoom).

19. PUBLIC SESSION

None.

The meeting closed at 9.24pm.