DUNTON GREEN PARISH COUNCIL

Dunton Green Pavilion • Recreation Ground • London Road
Dunton Green • Sevenoaks • Kent • TN13 2UR
Tel: 01732 462966 • email: clerk@duntongreen-pc.gov.uk
Chair: Cllr F. England • Clerk to the Parish Council: Tracy Godden

To members of the Council
You are hereby summoned to attend a meeting of Dunton Green Parish Council at Dunton Green Pavilion on Tuesday 10th November 2026 at 7.30pm for the purpose of transacting the following business.

00. PUBLIC SESSION

To enable any members of the public present to draw the attention of the Parish Council to any pre-advised matter, at the discretion of the Chairman.

01. PRESENT / APOLOGIES

To receive and accept apologies for absence.

02. MINUTES OF THE COUNCIL

To approve the minutes of the meeting held on Tuesday 13th October 2026 and, if in order, to sign as a true and accurate record.

03. REQUESTS FOR DISPENSATIONS

To consider written requests from Members which have previously been submitted to the Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest (Localism Act 2011 s.31 & s.33).

04. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Members are requested to ensure that declarations of interest are made orally. Members are reminded that if an interest comes to light during the meeting it must be declared at that time and if the member considers it to be prejudicial then he or she MUST leave the 'room'. Members are reminded that they have a duty to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

05. GENERAL ADMINISTRATION

5.1 To receive updates from Kent County and Sevenoaks District Councillors

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

5.3 Policies: Review of existing policies

- 5.3a Scheme of Delegation
- 5.3b Co-Option (How to become a councillor)
- 5.3c Sickness (Absence Management)
- 5.3d Child & Vulnerable Adult (Safeguarding) Policy
- 5.3e Child Protection Policy

5.4 LGR & Devolution Update

06. RISK

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

7.1a Notice of the 79th KALC Annual General Meeting – Wednesday 25th November 2026

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

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

9.2 DGPC funded Community Activities – update re Christmas Lunch Club

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.

11. ACCOUNTS FOR PAYMENT

11.1 Donation to The Hygiene Bank Sevenoaks

To ratify a decision taken after the October meeting to make a donation of £200 to The Hygiene Bank Sevenoaks. The donation has been paid, and the donation list has been updated.

11.2 List of payments for approval

To resolve to note expenditure for October and November 2026 to date and to approve items for payment in November. A list of cheques, bank transfers and direct debits (with supporting documentation) is provided and is to be signed off by two councillors.

12. PLANNING

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

12.1a Planning Application 25/03468/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 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.

12.1b Planning Appeal 26/00053/RFPLN / Planning Inspectorate Ref 6017209

Location: Land South of M25 Morants Court Road
Development: Erection of boundary fencing with access gate. Erection of poly tunnel, gazebo, shed and hut. Landscaping.
Any planning applications received between 03/11/26 & 10/11/26 will also be considered

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

Any planning notifications received between 03/11/26 & 10/11/26 will also be considered

12.3 LOCAL PLAN SITE ST4-7 (Land north of Sevenoaks, West of Otford Road) – FAIRFAX COMMUNITY CONSULTATION To discuss the feedback submitted by DGPC in response to the

consultation; to consider the information shared at the public engagement exercise and to note the open letter from The Otford Protection Committee and other correspondence

12.4 CHANGES TO PLANNING CALL INS To note that District Councillors can no longer call in a planning application to be decided in public at committee following a change to national rules

13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

13.1 Health & Safety Inspections

13.1a To consider quotations for an annual and quarterly operational inspections

13.2 Pavilion

13.2a Annual Legionella Testing: to receive an update

13.2b Let's Get Cooking Course: to note that SDC will be using the Pavilion for a 5-week course

13.3 General Maintenance

13.3a Play Equipment: to note the repair of the rocking horse is complete

13.3b New noticeboard on London Road: to note installation is complete

13.4 Price's Wood

13.4a To consider a planting proposal for winter 2026

14. HIGHWAYS, TRANSPORTATION & STREETLIGHTING

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

14.2 Ivy House Lane signage: to note that the original signage wording has not been reinstated but there are new signs. An update from KCC is expected.

14.3 Resident request for a bin near the Premier Store: to note that whilst a request has been made, to date there has been no progress due to the width of the pavement in the area

14.4 Road closures and works to date - to note progress of various schemes

14.5 To note correspondence requesting removal of a multi-car parking bay on London Road following an accident

15. EVENTS

15.1 Remembrance Sunday Service: to note feedback from this year's event

15.2 CPR and Defibrillator Awareness Training: to consider arranging an event with Sevenoaks CFR

15.3 To consider arranging a Community Litter Pick in support of The Great British Spring Clean 12-28 March 2027

15.4 Christmas Singalong – to consider arrangements for the 2026 event

16. CORRESPONDENCE, CONSULTATIONS & COMMUNICATIONS

16.1 To consider/note correspondence received since the October meeting (not already covered)

16.1a KCC – Road Safety & Active Travel Group Newsletter

16.1b Clerks & Councils Direct– November 2026

Any correspondence received between 03/11/26 & 10/11/26.

16.2 Dunton Green News (newsletter): to note progress of the Winter 2026 edition and anticipated delivery timings

17. DATE OF NEXT MEETING

17.1 Scheduled: 8th December 2026 (7.30pm) – Full Council

18. PUBLIC SESSION

To enable any members of the public present to draw the attention of the Parish Council to any pre-advised matter, at the discretion of the Chair.

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, and to note the date of the next ONH meeting.

T L Godden

Tracy Godden Clerk to Dunton Green Parish Council
Wednesday 4th November 2026
www.duntongreen-pc.gov.uk