

MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 11th March 2025 at 7.30pm

00. PUBLIC SESSION

None.

01. PRESENT / APOLOGIES

Present: Cllrs. Lockey, Parker, Copeland, Hersey, Carrol, Norton (late), Forster-Pearce (late), England (late)

Apologies: Cllr. Gomes-Chodynieski

Absent: Cllr. Lapham

In attendance: Tracy Godden (Clerk), Wendy Jackson (Bookings & Facilities Assistant), Cllr. Bayley (SDC)

In the absence of the Parish Council Chair, Cllr. Lockey chaired the meeting. Cllr. England was expected to arrive later.

02. MINUTES OF THE COUNCIL

It was Resolved to approve and sign the minutes of the meeting held on Tuesday 11th February 2025 as a true and accurate record.

ACTION: CLERK

03. REQUESTS FOR DISPENSATIONS

None.

04. DECLARATIONS OF INTEREST IN AGENDA ITEMS

Cllrs. Hersey and Parker – Item 9.6 To agree charging rates for annual allotment leases 2025-2026 (as plot holders).

05. GENERAL ADMINISTRATION

5.1 To receive updates from Kent County and Sevenoaks District Councillors

Cllr. Bayley confirmed that recycling discussions are ongoing, that the Sevenoaks cycle route is almost completed, that KCC elections will take place in May, Sevenoaks District Council will increase its share of council tax by 3% for 2025/26 and that the deadline for applications to the Community Infrastructure Levy (CIL) Board at SDC is looming.

Cllr. Norton arrives.

Cllr. Forster-Pearce arrives.

There was some discussion around recycling options. Cllr. Bayley was informed that green recycling sacks are not being collected if they are deemed by operatives to be too heavy (even if the contents are split into bags that can be taken out of the green bag). Cllr. Bayley will follow up on this.

ACTION: KB

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

As requested, one of the KALC Weekly Training Bulletins had been forwarded to Councillors. Cllr. England had attended the KALC Chairmanship Conference.

06. DGPC REPRESENTATIVES – EXTERNAL BODIES

6.1 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 attended or scheduled.

07. CLERK'S REPORT

Highways Meeting

To note that the Clerk is to meet with Kent Highways (Sevenoaks Highways Manager and Sevenoaks Engineer) on 14th May to discuss maintenance issues.

Missing Defibrillator

The unit on the shopping parade is still missing. A decision needs to be taken with regard to the purchase of a replacement unit (we fortunately have use of a temporary unit from Sevenoaks First Responders, but we cannot keep that indefinitely).

Members considered replacement of the missing unit, and it was Resolved that a new one be purchased. The Clerk commented that replacement battery and pads would have been due in August so the outlay for a new machine is offset to a degree by not having to purchase those.

ACTION: CLERK

Graffiti Removal

Despite reporting as soon as we see graffiti around the village, the response time from SDC to clean the graffiti seems to be getting longer (weeks/months in some instances). The Bookings & Facilities Assistant has asked why this is now the case and we await a response.

Portacabin in Recreation Ground - ASB

Not for the first time, someone has tried to force entry to the portacabin. This is currently only used by an outside space hirer. They have replaced the padlock with new and a reduction to cover the costs of that has been made to their next hire payment. Members to review the longer-term status of the portacabin.

The Clerk will add this as an agenda item for September, to be discussed ahead of the budget process and any review of hire rates for 2026/27.

ACTION: CLERK

Tree pruning

A message of thanks has been received from a resident on London Road whose home was affected by the size of an SDC tree. The Clerk had followed this up multiple times through 2024 and the work was eventually scheduled and has now been completed, much to the resident's satisfaction.

Local Government Reorganisation & KALC Devolution Support

An information email has been issued by Kent Association of Local Councils regarding Local Government Reorganisation and will be providing information and training sessions in the near future.

Footpath closure – Lennard Road to Station Road

The footpath was closed off in February for over a week with no notice or information. KCC also appeared completely unaware, but seemingly the closure was linked to works in Lennard Road by UK Power Networks. The footpath has now re-opened but UKPN appear to have left barriers and other items on the footpath itself.

KALC Weekly Bulletins

KALC send out a lengthy weekly bulletin. Members are to consider whether they wish the Clerk to send this on every week. If not, do members want the Clerk to liaise with KALC and request that the bulletins are sent out less frequently?

Members considered the matter and asked that the Clerk forward one bulletin per month, rather than one per week. Members felt that the volume and frequency of bulletins from KALC was excessive, and the Clerk was asked to contact KALC to notify them of this.

ACTION: CLERK

Summer Family Fun Day

SDC will be running its 4-week free programme of Summer Family Fun days from w/c 28th July. Dunton Green's session will take place on Wednesday 30th July. Members to discuss the provision of refreshments (outsourced) or any additional activities for the day. Education in Full have expressed an interest in coming along to promote the charity.

Members discussed the potential for having a third-party drinks refreshments supplier and it was agreed that this would be an added attraction at the event. Members will follow up with potential providers and when one has been identified, the Council will consider how best to finance this (a contribution towards them being on site with attendees paying for drinks, or free refreshments).

ACTION: ALL/CLERK

Local Government Boundary Review – Sevenoaks District Ward boundaries

SDC has confirmed that the Local Government Boundary Commission for England (LGBCE) has decided to pause the review of the Sevenoaks ward boundaries for the 'foreseeable future', following a review of its work programme and in light of the local government reorganisation that is now planned in some areas of the country. SDC will advise when there are any updates.

08. COMMUNITY DEVELOPMENT & SAFETY

8.1 Anti-Social Behaviour – to note or consider any issues brought to the attention of the Parish Council and to note the latest Police newsletter (if available)

Newsletter noted. News that there had been an arrest in the village in relation to drugs was welcomed.

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

The Clerk advised that the 12-week programme starting at the end of April had been confirmed but that there had been no more information regarding any Easter provision.

ACTION: CLERK

09. FINANCE

9.1 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 (28th February), 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 28/02/2025

Description	Value £	Value £
Cash in hand 01/04/2024		£212,640.96
ADD Receipts 01/04/2024 – 28/02/2025		£198,906.61
TOTAL		£411,547.57
SUBTRACT		
Payments 01/04/2024 – 28/02/2025		£223,053.82
A: Cash in hand 28/02/2025		£188,493.75
Cash in hand per Bank Statements		
NatWest Reserve 28/02/2025	£50,782.79	

NatWest Current 28/02/2025	£10,607.80	
CCLA Public Sector Deposit 28/02/2025	£87,103.16	
CCLA Local Authorities Property Fund 01/04/2024	£40,000.00	
TOTAL CASH IN HAND per Bank Statements		£188,493.75
Less unrepresented cheques		£0.00
TOTAL		£188,493.75
Plus unrepresented receipts		£0.00
B: Adjusted Bank Balance		£188,493.75

9.2 Earmarked Reserves: To discuss the allocation of funds to reserves and confirm spending authority during the next fiscal year.

The Clerk confirmed that the Parish Council has nine earmarked reserves, totalling some £167,000 currently. The largest reserve is the Community Infrastructure Levy (CIL) Monies reserve and there will be a need to follow up on projects where this money can be spent (Highways Improvement Plan potentially). The Pavilion Projects Reserve is significant, and it may be prudent to move some of that reserve to another reserve, although there will likely be a need to schedule internal painting of the Pavilion for 2026 which would use up some of this. Reserves will be monitored.

ACTION: CLERK

9.3 Recurring payments: to review a list of recurring payments and confirm spending authority

The Clerk presented members with a comprehensive list of regular payments and preferred suppliers. It was Resolved that the list be approved so that payments can be processed in a timely manner through the year.

Supplier	Service	Transaction type	Frequency	Value	Comments / Charge per frequency
123-Reg	Email inboxes/webmail/domain name	Bank Transfer	Annual	Variable	Multiple services (to be replaced in 2025)
Able Electrical Ltd	Pavilion/external electrics maintenance				
Adobe Systems	Adobe Acrobat Pro Subscription	Direct Debit	Monthly	Variable	c £17
Amazon	Various (mostly Office/Pavilion Supplies)				
Apex Air Conditioning Ltd	Ventilation System Maintenance	Bank Transfer	Annual	Variable	c. £1200
Bibby Factors North West Ltd	Pav & Window Cleaning/Jet Washing	Bank Transfer	Monthly	Variable	Re Bishops Ltd services c. £900
Canva	Graphic design software	Debit Card	Annual	Variable	c. £99
Castle Water Ltd	Pavilion Water	Direct Debit	Monthly	Variable	c. £40
Chairman	Chairman's Allowance	Bank Transfer	Annual	Variable	c. £400
Chris Knott Insurance Ltd	Allotment Public Liability Insurance	Bank Transfer	Annual	Variable	c. £80
CJS Plants Ltd	Hanging Baskets	Bank Transfer	Bi-annual	Variable	c. £3000
Clean Air (UK) Ltd	Legionella Testing	Bank Transfer	Annual	Variable	c. £350
Communicorp	Membership subscription	Bank Transfer	Annual	Variable	Local Councils Update c. £110
CPRE	Membership subscription	Direct Debit	Annual	Variable	c. £36
Cube Plumbing & Maintenance Ltd	Pavilion Maintenance (Heating/Boiler)	Bank Transfer	Annual	Variable	c. £1200

Diane Carey	APM refreshments	Bank Transfer	Annual	Variable	c. £250
Dropbox	Subscription	Direct Debit	Annual	Variable	c. £90
Edward Prentice	Surveyor				
EE Limited	Mobile Phone Contract	Direct Debit	Monthly	Variable	c. £9.50
Employees	Staff Salaries	Bank Transfer	Monthly	Variable	
First Rescue Training & Supplies Ltd	Defibrillators / spares	Bank Transfer	Ad hoc	Variable	
Gala Lights Ltd	Festive lighting	Bank Transfer	Ad hoc	Variable	
Gallagher (HISCOX) (was Came & Co)	Parish Council Insurance	Direct Debit	Monthly	Variable	c. £460
Gallagher (was Came & Co)	Parish Council Cyber Insurance	Bank Transfer	Annual	Variable	c. £350
Gardens of England	Grounds Maintenance	Bank Transfer	Monthly	Variable	
Heliocentrix	Office 365 / Email provider	Direct Debit	Monthly	Variable	c. £107.28
Heliocentrix	IT support	Direct Debit	Monthly	Variable	c. £92.40
HM Land Registry	Title Deeds	Debit Card	Ad hoc	Variable	c £6 per Title
ICO (Information Commissioners Office)	Registration certificate	Direct Debit	Annual	Variable	c. £40
James Thornhill	Tree Hazard Surveys				
KALC	Membership subscription	Bank Transfer	Annual	Variable	c. £1200
KCC (KCS)	Photocopier Leasing	Bank Transfer	Quarterly	Variable	c. £100
Kent County Playing Fields Association	Membership subscription	Bank Transfer	Annual	Variable	c. £20
Keir Wilson	Sports sessions (young people)	Bank Transfer	Ad hoc	Variable	
Kent Panthers Basketball	Basketball sports sessions	Bank Transfer	Annual	Variable	c. £1600
Koolplay Ltd	Playground equipment				
Lebara Mobile	Mobile Phone Contract	Direct Debit	Monthly	Variable	c. £5
Lionel Robbins	Internal Audit	Bank Transfer	Annual	Variable	c. £150
London Hearts	Defibrillators / spares	Bank Transfer	Ad hoc	Variable	
Mazars LLP	External Audit	Bank Transfer	Annual	Variable	c. £600
Microsoft	MS Office 365 Subscription	Direct Debit	Annual	Variable	c. £120 now replaced by Heliocentrix
NALC	Subscription	Bank Transfer	Annual	Variable	
Netwise	Domain name provider/website provider	Bank Transfer	Annual	Variable	c. £500

Newlands Nursery	Trees				
Norton	Anti-virus software	Debit Card	Annual	Variable	
Npower (was E.On)	Unmetered supply (streetlights)	Direct Debit	Monthly	Variable	c. £90
NSALG Ltd	Allotment Association membership	Bank Transfer	Annual	Variable	c. £30
Onecom Ltd	Broadband & Landline Telephone	Direct Debit	Monthly	Variable	c. £100 to be replaced in 2025
ONH Planning for Good	Planning consultants	Bank Transfer	Ad hoc	Variable	
Oven Legends	Pavilion cooker deep clean	Bank Transfer	Ad hoc	Variable	
PAYE Cumbernauld (HMRC Shipley)	PAYE Tax & NI	Bank Transfer	Quarterly	Variable	
Peoples Partnership (was B&CE Holdings Ltd)	Pension Payment	Direct Debit	Monthly	Variable	
PH & JC Bowen	Flail hedge cutting	Bank Transfer	Ad hoc	Variable	
Phoenix Medical Services Ltd	Event First Aid	Bank Transfer	Annual	Variable	
Playsafe Playgrounds Ltd	Playground maintenance	Bank Transfer			
Pyrovision Ltd	Pyrotechnics (fireworks)	Bank Transfer	Annual	Variable	c. £4500
Royal Mail	Postal services	Debit Card	Ad hoc	Variable	
Safeplay Playgrounds Ltd	H&S inspections of play equipment	Bank Transfer	Quarterly	Variable	c. £150
Safeplay Playgrounds Ltd	Play equipment repairs	Bank Transfer	Ad hoc	Variable	
Sage UK	Payroll software	Direct Debit	Monthly	Variable	c. £7
Sally Jolly	Newsletter Printing	Bank Transfer	Quarterly	Variable	c. £1400
Sam Rogers Treecare	Tree surgeon services	Bank Transfer	Ad hoc	Variable	
SDC	Freighter Hire	Bank Transfer	Bi-monthly	Variable	c. £180
SDC	Cleaning Mill Rd & Rec (bins and litter) / dog bin emptying	Bank Transfer	Quarterly	Variable	c. £450
SLCC	Clerk's membership subscription	Bank Transfer	Annual	Variable	c. £300
SLCC Enterprises Ltd	Clerk's training	Bank Transfer	Variable	Variable	
Smartest Energy	Pavilion Gas	Direct Debit	Monthly	Variable	
Smartest Energy	Pavilion Electricity	Direct Debit	Monthly	Variable	Budget Plan in place (£869/mth currently)
Spy Alarms Ltd	Intruder Alarm Maintenance Contract	Bank Transfer	Bi-annual	Variable	

Spy Alarms Ltd	Fire Alarm Maintenance Contract	Bank Transfer	Bi-annual	Variable	
Spy Alarms Ltd	CCTV Maintenance Contract	Bank Transfer	Annual	Variable	
Starboard Systems Ltd	Scribe Accounts software Licence	Bank Transfer	Annual	Variable	c. £500
Stellar Building & Maintenance Ltd	Building/larger scale maintenance				
Streetlights	Street light Maintenance Contract	Bank Transfer	Bi-annual	Variable	c. £900
Surrey Hills Solicitors LLP	Legal services				
Tatsfield Aquatics	General building/maintenance works				
The Original Tree Surgeons Ltd	Tree surgeon services				
Teambase	Stationery, office & pavilion supplies				
TV Licencing	TV Licence	Direct Debit	Annual	Variable	c. £175
TWFP Ltd	Fire Extinguisher Maintenance	Bank Transfer	Annual	Variable	c. £400
Zoom	Subscription	Direct Debit	Annual	Variable	c. £120

ACTION: CLERK

9.4 To agree Pavilion Charging Rates for 2025-2026

It was Resolved that there would be no changes to the charging rates agreed in March 2024.

ACTION: CLERK/BFA

9.5 To agree Outside Space Hire Charging Rates for 2025-2026

It was Resolved that there would be no changes to the charging rates agreed in May 2024.

ACTION: CLERK/BFA

9.6 To agree charging rates for annual allotment leases 2025-2026

It was Resolved that there would be no changes to the charging rates agreed in March 2024.

ACTION: CLERK

Cllr. Bayley leaves.

9.7 Scope of internal audit for of 2024-2025 accounts

A document detailing the scope of the internal audit had been provided and it was considered by members. It was Resolved that the scope outlined should be approved.

ACTION: CLERK

9.8 Annual review of the effectiveness of the system of internal audit

A document detailing how the effectiveness of the system of internal audit had been reviewed had been provided. It was Resolved that the system of internal audit was effective.

9.9 Annual review of the effectiveness of the system of internal control (Statement of Internal Control)

The Statement of Internal Control had been provided, and members considered the details. It was Resolved that the system of internal control was effective.

10. ACCOUNTS FOR PAYMENT

10.1 It was Resolved to note expenditure for February and March 2025 to date and to approve items for payment in March. A list of cheques, bank transfers and direct debits (with supporting documentation) was provided and signed off by two councillors.

Payment Type	Description	Net £	VAT £	Gross £
February 2025 Payments (reported at February meeting in <i>italics</i>)				
BANK TFR	Dunton Green Social Club <i>Use of DGSC car park as an overflow facility (2025)</i>	1000.00	0.00	1000.00
DEBIT CARD	Adobe Systems Software <i>Adobe Acrobat monthly subscription</i>	16.64	0.00	16.64
DD	Hiscox <i>Annual Insurance Premium Monthly Payment</i>	463.16	0.00	463.16
BANK TFR	Cube Plumbing <i>Leak repairs in Pavilion</i>	79.16	15.84	95.00
BANK TFR	SLCC Enterprises Ltd <i>Local Regeneration Handbook</i>	39.00	0.00	39.00
BANK TFRS	Staff Salaries & Expenses <i>February 2025</i>	3515.90	0.00	3515.90
DD	People's Partnership <i>Pension payment Feb 2025</i>	314.73	0.00	314.73
DD	SAGE UK Ltd <i>Payroll software</i>	10.00	2.00	12.00
DD	Npower (was E.ON) <i>Unmetered Electricity Supply Jan 2025</i>	91.63	4.58	96.21
DD	Heliocentrix Ltd <i>Microsoft 365 Licences</i>	89.40	17.88	107.28
DD	EE <i>Mobile phone contract</i>	11.12	2.22	13.34
DD	Lebara <i>Mobile phone contract</i>	4.12	0.83	4.95
DD	Hugofox Ltd <i>Website (duntongreenpc.org.uk)</i>	19.99	4.00	23.99
DEBIT CARD	123-Reg <i>Domain Name</i>	59.88	11.98	71.86
BANK TFR	Sam Rogers Treecare <i>Price's Wood tree works</i>	1000.00	200.00	1200.00
DD	Smartest Energy <i>Pavilion Gas Supply Jan 25</i>	1313.18	262.64	1575.82
BANK TFR	Oven Legends <i>Cleaning of Pavilion range cooker</i>	155.00	0.00	155.00
DD	CPRE <i>Annual subscription renewal</i>	36.00	0.00	36.00
BANK TFR	Sally Jolly <i>Printing of Dunton Green News Spring 2025</i>	1376.45	0.00	1376.45
DD	Smartest Energy <i>Pavilion Electricity Supply</i>	724.17	144.83	869.00
BANK TFR	Mrs W Jackson <i>Pavilion supplies (key cutting/oven liners)</i>	14.19	0.00	14.19
DD	Onecom Ltd <i>Broadband and Telephone at Pavilion</i>	115.18	23.04	138.22

March 2025 Payments to date				
BANK TFR	Gardens of Kent Grounds Maintenance February 2025	624.20	124.84	749.04
BANK TFR	Mrs F England Travel Expenses (KALC Chairmanship Conference)	37.80	0.00	37.80
DEBIT CARD	Adobe Systems Software Adobe Acrobat monthly subscription	16.64	0.00	16.64
DD	Heliocentrix Ltd IT Support	77.00	15.40	92.40
DD	Hiscox Annual Insurance Premium Monthly Payment	463.16	0.00	463.16
DD	TV Licensing TV Licence for Pavilion 2025/26	169.50	0.00	169.50
BANK TFR	KCC Procurement Services Photocopier	82.52	16.50	99.02
BANK TFRS	Staff Salaries & Expenses March 2025	3335.13	0.00	3335.13
BANK TFR	HMRC Shipley QTR 4 2024-25 PAYE Tax & NI Payment	3103.15	0.00	3103.15
March Payments (expected but unconfirmed/not yet paid as at 11/03/25)				
DEBIT CARD	Amazon Pavilion Supplies (bin bags)	16.62	3.32	19.94
DEBIT CARD	Amazon Pavilion Supplies (Water boiler filter)	64.91	12.99	77.90
DEBIT CARD	Defib4Life Defib battery and two sets pads (Pavilion Defib)	172.58	34.52	207.10
DD	People's Partnership Pension payment Feb 2025	317.16	0.00	317.16
DD	SAGE UK Ltd Payroll software	10.00	2.00	12.00
DD	Npower (was E.ON) Unmetered Electricity Supply Feb 2025	80.73	4.04	84.77
DD	Smartest Energy Pavilion Electricity Budget Plan payment March	899.17	179.83	1079.00
DD	Heliocentrix Ltd IT Support	77.00	15.40	92.40
DD	Heliocentrix Ltd Microsoft 365 Licences	89.40	17.88	107.28
DD	EE Mobile phone contract	11.12	2.22	13.34
DD	Lebara Mobile phone contract	4.12	0.83	4.95
DD	Hugofox Ltd Website (duntongreenpc.org.uk)	19.99	4.00	23.99

ACTION: CLERK

11. DUNTON GREEN FOR THE FUTURE

11.1 To consider the communication flyer prepared by ONH Planning for Good following the online discussion session 18th February, with a view to approving the content and arranging distribution, and to discuss progress in relation to next steps, noting any additional information that is available Members reviewed the flyer. It was Resolved to approve the flyer subject to the inclusion of the DGPC logo and alteration to the final paragraph, as suggested by Cllr. Norton.

ACTION: CLERK

12. PLANNING

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

12.1a Planning Application 25/00433/HOUSE ADJOINING PARISH COUNCIL CONSULTATION

Location: 27 Croft Way Sevenoaks

Development: Garage conversion and erection of a single storey rear extension

[20/03/25]

Recommendation: There is no apparent reason why this application has been sent to DGPC for consideration. Clerk to contact SDC.

ACTION: CLERK

12.1b Planning Application 24/00514/DETAIL

Location: DSTL Fort Halstead Crow Drive

Development: Details pursuant to condition 42 (construction environmental management plan) of 19/05000/HYB

Recommendation: No official comment. Members did not feel appropriately or sufficiently qualified to comment on the detail of the management plan.

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

12.2a Planning Application 24/03342/HOUSE

Location: 7 Pounsley Road

Development: Part two storey, part single storey rear extension. Removal of chimney and alterations to fenestration. Enlargement of existing patio, new retaining wall.

PLANNING PERMISSION GRANTED

13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

13.1 Otford FC: to consider a proposal regarding hire and ongoing maintenance of the football pitch

Members considered the communications between the BFA and the Football Club, input from the Parish Council's grounds maintenance team and information from the Clerk. Members concluded that they would be interested in exploring this further but that the Parish Council's position and expectations and the limitations of the site should be set out fully when responding to the football club's questions.

ACTION: CLERK/BFA

Cllr. England arrives and, as Chair of the Parish Council, assumes chairing the meeting from Cllr. Lockey.

13.2 Grounds and Pavilion maintenance updates: to note progress and plans

Nothing specific to report. A quote has been provided for a number of small, handyman jobs but the quote seems expensive. The BFA will seek another quote for comparison.

ACTION: BFA

13.3 Noticeboard: to consider a resident request for a new noticeboard at the southern end of the village

Members discussed the request. The Clerk advised that an enquiry has already been made with KCC seeking permission to install a noticeboard on the verge opposite The Miners Arms. The Clerk has not yet heard back.

Members Resolved that a noticeboard should be installed at the southern end of the village once an appropriate site has been identified and any permissions obtained.

ACTION: CLERK

14. HIGHWAYS & TRANSPORTATION (INFRASTRUCTURE)

14.1 Highways Improvement Plan (HIP): to note update to include London Road/Station Road

junction

The new version of the HIP was noted and approved.

14.2 Nicholson Road: to note parking concerns and to consider possible next steps should public support be demonstrated

It was agreed that the Parish Council will consider its position if and when residents on Ryewood demonstrate support for parking restrictions. KCC has advised a resident that they approach the Residents Association.

14.3 Rye Lane / Station Road: to note a concern raised by a resident regarding speeding and a question about traffic calming area signage

Noted. The Clerk has already submitted a request to KCC that the traffic calming area signage be removed as this relates to the scheme that was installed during the construction phase of Ryewood, and which has subsequently been removed. This will avoid any future confusion. Members also felt that the bridge acted as a traffic calming measure with its narrow width.

14.4 Morants Court Road: to note that the Clerk has submitted a concern to KCC about the condition of the road surface

The Clerk had reported the condition of the road surface and had received a response indicating that there are no plans to undertake any work but that the road will be monitored and patching undertaken as necessary.

15. EVENTS

15.1 Annual Parish Meeting: Wednesday 26th March 7pm – to note that Bob Ogley will be the speaker and to confirm any remaining arrangements for refreshments

Arrangements have been made for the drinks and buffet. Bob Ogley's presentation will be about Sevenoaks in 1940. The Chairman will put together a slide show of Dunton Green pictures that can be displayed during the Parish Reception that will follow the meeting and speaker.

ACTION: FE

16. CORRESPONDENCE & COMMUNICATIONS

16.1 Members considered or noted correspondence received since the February 2025 meeting (not already covered by an agenda item)

16.1a SDC [Email] – Eynsford and Farningham Neighbourhood Area Consultation (Regulation 6)

16.1b KALC [Email] – Parish Council Support Grants

16.1c Forestry Commission [Email] – Invasive Spruce Bark Beetle Awareness

16.1d KALC [Email] – Free Community Resilience Planning Workshop 3rd April 2025

16.1e Philip McGarvey [Email] – Richard Parry Memorial 25th March

16.1f KALC [Email] – The Emergency Planning System Questionnaire

16.1g SDC [Email] - VE Day Free Outdoor Concert and Afternoon Tea (w/c 5th May)

16.1h Resident [Email] – Request that a Longford Spin. Members agreed that they were not inclined to cut the tree down or coppice to the degree that might appease the resident, having only had the tree cut back in late 2024. The tree be further cut back

The Clerk provided photos of the tree and when the resident's own hedge arguably is a cause of shade in their garden.

16.1i Clerks & Councils Direct – March 2025 edition

16.2 Dunton Green News (newsletter): to note progress of delivery of the Spring 2025 edition and review a proposed articles timetable

Some deliveries have yet to be completed but progress is being made.

The Clerk provided members with a list of potential article topics for them to consider. This will be saved to a shared folder, and a link will be emailed to members so that they can update where they have chosen a topic to write about

or have additional ideas that can be added. The Clerk reminded members that articles can be submitted at any stage, there is no need to wait until edition copy deadlines.

ACTION: CLERK/ALL

17. CO-OPTION

No applications for consideration.

18. DATE OF NEXT MEETING

18.1 Scheduled: 8th April 2025 (7.30pm) – Full Council

19. PUBLIC SESSION

None.

The meeting closed at 8.51pm.

Chairman_____

Date_____