



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 14th July 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 9th June 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 Lone Working Policy

5.3b Grievance Policy

5.3c Disciplinary Policy

5.3d Equal Opportunities Policy

5.3e Equality & Diversity Policy

5.4 Policies: To consider new policies

5.4a Data & Document Retention Policy (formerly Document Retention Policy)

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

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 following a meeting with Police and Community Safety (SDC)

9.2 DGPC funded Community Activities – to note any updates

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.

10.2 To note that HMRC mileage rates (used as a benchmark for DGPC rates) have been reviewed for the first time since 2011 and for cars/vans have been increased

11. ACCOUNTS FOR PAYMENT

11.1 List of payments for approval

To resolve to note expenditure for June and July 2026 to date and to approve items for payment in July. 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 26/01242/HOUSE

Location: Bellasis Rye Lane

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

Any planning applications received between 07/07/26 & 14/07/26 will also be considered

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

12.2a Planning Application 25/01186/HOUSE

Location: 28 Station Road

Development: New permeable block paved driveway and proposed dropped kerb with removal and existing gate and fence

GRANTED

12.2b Planning Application 25/01285/REM ADJOIING PARISH 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 (in outline) 19/05000/HYB for Phase 1 (RM01) works comprising Polhill Roundabout and a section of Crow Drive, with associated infrastructure including landscaping, and to comply with conditions 2, 5, 6, 7, 8 and 9

Pending decision. No additional comments submitted

12.2c Planning Application 26/01334/WTPO

Location: Prices Wood, Pounsley Road

Development: Various Works to Trees

For Information Only

Subsequently GRANTED

12.2d Planning Application 26/01531/WTPO

Location: Street Record, The Sidings

Development: Various Works to Trees

For Information Only

Any planning notifications received between 07/07/26 & 14/07/26 will also be considered

12.3 LOCAL PLAN – Regulation 19 Consultation expected to start 23rd July and run to 17th September

13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

13.1 Grounds Maintenance/Updates

13.1a Signage: to note repairs still outstanding

13.1b Hanging Baskets: to note summer baskets have been installed

13.1c Longford Meadow: to note fencing used as a cordon has now been removed

13.2 Price's Wood: to note works have been scheduled

13.3 Pavilion

13.3a Plant Room leak: to note that a valve has been replaced and that, after two visits, leaking in the plant room has been resolved

13.3b Leak affecting ceiling in gents toilet: to note that it is unclear yet as to the root cause of the leaking and to note possibilities include roof leak or air conditioning system issues. Awaiting further testing.

13.3c To confirm decision to defer internal painting of Pavilion until 2027

13.3d Treatment of the cedar cladding has been arranged for the summer holidays

13.3e Water boiler: to note that a replacement water boiler will be installed following a breakdown

13.4 Play Equipment Operational Inspection and subsequent scheduled works

13.5 Floodlights: to note repairs are being arranged

13.6 Allotments: to note that all plots are now leased

14. HIGHWAYS, TRANSPORTATION & STREETLIGHTING

14.1 To note details of the closure of London Road (27th July to 10th August) to facilitate a sewer repair

14.2 To note roadworks to facilitate gas pipe upgrades affecting London Road and roads off London Road between July and October 2026

14.3 To note progress, if any, in relation to items on the Highways Improvement Plan (HIP)

14.4 Compass IOT and road traffic data

15. EVENTS

15.1 To consider the event plan and risk assessment for the Fireworks event

15.2 Family Fun Day Thursday 30th July: to note details of this year's event

16. CORRESPONDENCE, CONSULTATIONS & COMMUNICATIONS

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

16.1a Sevenoaks District Seniors Action Forum – Newsletter June 2026

16.1b KCC – Road Safety & Active Travel Newsletter Issue 9 (Apr – Jun 26)

16.1c KCC – National Highways & Transport Network – Public Satisfaction Surveys

16.1d NWKCP – Darent & Cray Reasons & Measures, Water Framework Directive, Programme of Measures (call for data by 31/07/26)

16.1e IAG – Meeting 09/07/26 (Police Independent Advisory Group)

16.1f KCC – Budget 2027-28 Consultation (deadline 07/09/26)

16.1g Hospice in the Weald – Call for help 2027 Christmas Tree Recycling Campaign

16.1h Clerks & Councils Direct - July 2027

Any correspondence received between 07/07/26 & 14/07/26.

16.2 Dunton Green News (newsletter): to discuss article suggestions and allocations to councillors

16.3 Dunton Green PC Website: to discuss a proposal for councillor bios to be included on the website, with a view to these being uploaded to the website by September

17. DATE OF NEXT MEETING

17.1 Scheduled: 8th September 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

20. STAFFING MATTERS [Confidential Item]

Tracy Godden

Tracy Godden Clerk to Dunton Green Parish Council

Wednesday 8th July 2026

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