



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 9th December 2025 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 Chair.

01. PRESENT / APOLOGIES

To receive and accept apologies for absence.

02. MINUTES OF THE COUNCIL

To approve the minutes of the meeting of the Finance & General Purposes Committee held on Tuesday 4th November 2025 and, if in order, to sign as a true and accurate record.

To approve the minutes of the meeting held on Tuesday 11th November 2025 and, if in order, to sign as a true and accurate record.

To approve the minutes of the extraordinary meeting held on Tuesday 2nd December 2025 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), booked or undertaken

5.3 Sevenoaks District Council (SDC) Leader: to note the election of Cllr. Kevin Maskell

5.4 Local Government Reorganisation (LGR): to note that SDC has submitted a proposal for a three unitary authority model for Kent

5.5 Allotment Insurance Renewal: to consider the renewal premium

06. DGPC REPRESENTATIVES – EXTERNAL BODIES

61 To consider feedback from any meetings attended by DGPC's representatives on external bodies and to note any meetings due to be attended

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

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)

8.1a Fly-tipping outside Glyn Davies Close – to note a repeat of fly-tipping in this area

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

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

9.2 To receive a recommendation from the Finance & General Purposes Committee regarding the Budget 2026/27 and to consider adoption of the Budget.

10. ACCOUNTS FOR PAYMENT

10.1 List of payments for approval

To resolve to note expenditure for November and December 2025 to date and to approve items for payment in December. A list of cheques, bank transfers and direct debits (with supporting documentation) is provided and is to be signed off by two councillors.

11. DUNTON GREEN FOR THE FUTURE

11.1 To receive an update on any meetings held and progress relating to next steps agreed

12. PLANNING

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

12.1a Planning Application 25/02575/MMA

Location: 5 & 6 Lennard Road

Development: Amendment to 22/01036/FUL to include an additional first floor side window, solar panels, EV charging point, removal of porch, alterations to materials

Any planning applications received between 02/12/25 & 09/12/25 will also be considered

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

12.2a Planning Application 25/01838/FUL

Location: 205 London Road

Development: Removal of single storey extension, garage and stone wall and part front/side of existing ground floor of the existing dwelling. Sub-division of site to form a new dwelling; two storey extension to host dwelling; landscaping; parking; new fence and creation of new vehicular access for the existing dwelling.

Planning permission GRANTED

Any planning notifications received between 02/12/25 & 09/12/25 will also be considered

13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

13.1 Pyramid Net: to note progress of the project

13.2 To note that some of the bins in the recreation have been replaced with dual-function (litter and dog waste) bins

13.3 Pavilion Maintenance

13.3a Annual Maintenance of Intruder and Fire Alarms – to note completion

13.3b Pavilion Emergency Lighting Testing – to note progress

13.3c Plumbing/Heating Annual Maintenance – to note completion, outstanding related works and to consider a quotation for the installation of a smaller water tank

13.4 Christmas Lights – to note installation complete

13.4 Christmas Tree – to note that the struggling plant has been relocated from the Village Green to Longford Meadow

13.5 Longford Meadow: to note further damage to sapling trees and an ongoing issue with dips and ramps being created (causing potential trip hazards and damage to the pitch playing area)

13.6 Hanging baskets: to note that winter baskets have now been installed throughout the village

13.7 Pavilion Electricity: to note that a Government mandated levy is to be charged to businesses – Sizewell C Regulated Asset Base (RAB) Funding

13.8 To receive a brief report about Pavilion hire [Asst. Clerk]

14. HIGHWAYS, TRANSPORTATION & STREETLIGHTING

14.1 To review an update to the Highways Improvement Plan (HIP) to include a request for a pelican crossing on London Road and additional signage for highlighting the school and to consider adding an item to request walls be built on the school side of the underpass (as are included on the other side of the underpass)

14.2 To note and consider any updates regarding safe routes to the school (including clearance of leaves and silt from the pavement area next to the school and by the underpass)

14.3 Streetlighting: to note four remedial items that have been authorised for completion (at a total cost of £350 plus VAT)

15. EVENTS

15.1 Christmas Singalong - Friday 19th December 6pm: to confirm arrangements for the event

15.2 Annual Parish Meeting & Parish Reception: suggested date Wednesday 25th March 2026

16. CORRESPONDENCE & COMMUNICATIONS

16.1 To consider or note correspondence received since the November 2025 meeting (not already covered by an agenda item)

16.1a Darent River Preservation Society - Newsletter Autumn 2025

16.1b SDC Chairman - Silent Auction Event

16.1c Neighbourhood Watch - Annual Survey (Crime & Community)

16.1d Sevenoaks Boxing Club - Funding enquiry

16.1e Former resident – thank you re DG book

16.1f Knockholt resident – Community awareness about proposed Mosque and building conversion in Sevenoaks

Any correspondence received between 02/12/25 & 09/12/25.

16.2 Dunton Green News (newsletter): to confirm delivery status of Winter 2025 edition and discuss editorial matters (content / advertising) for 2026

17. DATE OF NEXT MEETING

17.1 Scheduled: 13^h January 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.

Tracy Godden

Tracy Godden Clerk to Dunton Green Parish Council

Wednesday 3rd December 2025

www.duntongreen-pc.gov.uk