



## **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 9<sup>th</sup> June 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 12<sup>th</sup> May 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 Meeting Attendance Policy and Guidance

5.3b Communications Policy

5.3c Social Media & Electronic Communication Policy

5.3d CCTV Policy

5.3e Data & Document Retention Policy (formerly Document Retention Policy)

5.3f Training & Development Policy

5.3g Vexatious Policy

**5.4 Policies: To consider new policies**

5.4a Tree Management 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.

## 11. ACCOUNTS FOR PAYMENT

### 11.1 List of payments for approval

To resolve to note expenditure for May and June 2026 to date and to approve items for payment in June. 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. Any planning applications received between 02/06/26 & 09/06/26 will also be considered

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

### 12.2a Planning Application 26/01169/WTPO

Location: Historic Fort Halstead Crow Drive

Development: Various Tree Works

**For information purposes only**

### 12.2b Planning Application 26/03352/HOUSE

Location: Delamere London Road

Development: Dropped kerb creation of vehicular access with associated landscaping

**GRANTED**

### 12.2c Planning Application 25/01802/FUL / APPWEAL REF 6004727

Location: Lockyers Yard (Technical Treatments Ltd) Rye Lane

Development: Alterations to and change of use of existing building to a mixed use auditorium, event, and leisure space, for leisure, educational, community, place of worship, office and coffee shop uses (sui generis use). Including: upgrade of external building elevations (materials and office canopy). Associated parking and landscaping. Cladding to existing UKPN building.

**APPEAL DISMISSED**

Any planning notifications received between 02/06/26 & 09/06/26 will also be considered

## 13. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

### 13.1 Grounds Maintenance

13.1a To note areas not to be mown over the summer

## 14. HIGHWAYS, TRANSPORTATION & STREETLIGHTING

14.1 Annual HIP Review with KCC – to note matters discussed, consider the latest version of the HIP and agree any next steps

## 15. EVENTS

15.1 To note updates regarding event planning, if any

## 16. CORRESPONDENCE, CONSULTATIONS & COMMUNICATIONS

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

16.1a KCC – Echoes of the Past: Preserving Heritage at Risk in the Kent Downs Project consultation

16.1b KALC – Kent ACRE crowdfunding campaign

16.1c North West Kent Countryside Partnership – Request for support of NWKCP and Hall Placer & Gardens Education Team application for the Thames Water Enhance the River funding stream

16.1d Kent Downs National Landscape – Kent Downs Management Plan Consultation

16.1e Kent Ramblers – Invitation to Meeting for Footpath Volunteers 18/06/26

16.1f NALC – Project Keystone (strategic review of NALC)

16.1g CPRE Kent – May Newsletter

Any correspondence received between 02/06/26 & 09/06/26.

16.2 Dunton Green News (newsletter): to receive an update regarding newsletter production and delivery and to discuss article suggestions and allocations to councillors

## 17. DATE OF NEXT MEETING

17.1 Scheduled: 14<sup>th</sup> July 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 a submission to SDC and information on any progress made in discussions.

*Tracy Godden*

Tracy Godden Clerk to Dunton Green Parish Council

Wednesday 3<sup>rd</sup> June 2026

[www.duntongreen-pc.gov.uk](http://www.duntongreen-pc.gov.uk)