

A meeting of the Seal Parish Council was held on THURSDAY 12th October 2023 in Seal Pavilion, Seal Recreation Ground at 7.30pm

Present:

Mr Haslam (Chairman)

Mr Bourne

Mr Boorman

Mrs Talbot

Mr Bulleid

Mr Penn

Also present, Councillor Hogarth and the Clerk

1 Apologies: Mr Michaelides, Mrs Stiasny, Councillor Thornton and Councillor Gough

2 The minutes of the last meeting to be agreed and signed. The minutes of the Extraordinary meeting were amended to reflect the request for reimbursement in full from KCC.

3 Declarations of Interest - none

4 Clerk's report

The clerk updated the Council that Simon Hawkins would like to arrange a meeting with the Parish Council to discuss highway matters in our Parish with Mike Paynton and Alex Gibbons, which will include a walk round in Seal. Mr Haslam, Mrs Talbot and Mr Boorman kindly volunteered to attend and will be coordinating a list to present to the clerk. It was discussed for the meeting to be arranged end of November.

5 KCC Matters – Councillor Gough's matters

- Godden Green Pond – A resident had reported whether the sludge pits in the road that feed directly into the pond will be cleared as well as the one in the middle of the green?
- Wildflower verges – KCC to quote for cutting wildflower verges and seeding on Childsbridge Lane.
- Knole area double yellow lines to be reinstated.
- Childsbridge Lane patching and zebra crossing to be repainted.

6 District Councillors Report

Councillor Hogarth reported that there was a drop-in session at Bat and Ball Station regarding the cycling route linking Otford, Sevenoaks via Seal on 13 October.

7 Other Matters Requiring Discussion and Action

7.1 Tarmac Quarry Greatness Steering Group

The Parish Council discussed and felt it's important to have a representative for the Steering Group to liaise with Tarmac over the Greatness Development and consider it would be best to have one person for continuity of the project. It was agreed for us to sign the Sevenoaks Quarry Delivery Group Terms of Reference.

7.2 Godden Green Pond

The Parish Council agreed for the Chairman to write a letter to Head of Kent Highways and Leader of Sevenoaks District Council regarding the management of common land of the pond and the maintenance thereof.

7.3 Seal Recreation Ground

The Parish Council have noted the management summary report regarding Japanese Knotweed and it was reported that we need to repair the fence around the area which has been vandalised.

7.4 Greensand Common

The Parish Council discussed a funding request of £3,000 a year to support a Project Manager post for the Sevenoaks Greensand Commons for the next four years. The Parish Council require clarity of what was spent with Seal Parish Council contribution previously and who the manager was before and their role. We wish to understand what their schedule and their management plan is and how it effects Seal Parish. This was deferred to the next meeting and we will seek more information.

It was suggested to implement an application form for charity donations which will be discussed at our next Finance Committee meeting.

7.5 Citizens Advice North & West Kent

The Parish Council to consider a donation towards their cause. The Parish Council will find out what we contributed last time and therefore this will be deferred to the next meeting.

7.6 Community Ownership Fund.

The Councillors to discuss any projects to apply for funding. This was deferred to the next meeting.

ACTION: All

7.7 Cyber Security

Mr Haslam and Mr Penn to discuss cyber security for our Council and look at office 365. This was deferred to the next meeting.

7.8 Seal Pavilion

Mrs Stiasny to present the quotes received. This was deferred to the next meeting.

7.9 Wildflowers

Mr Boorman will update the licence; he requires to speak to SVA about wildflowers there. KCC cut the grass 6 times a year it was discussed why the Parish Council should be paying for it. It requires cutting and the grass taken away before it's seeded. Mr Boorman will contact KCC to ask if they can cut the grass just once a year and take the grass away.

LEAD: OB

7.10 Reserves/Deposits Funds

Mr Michaelides to update on the Council on the CCLA account, due to Mr Michaelides absence it was deferred to the next meeting.

7.11 Remembrance Sunday

Councillors volunteered to lay a wreath at these locations: Godden Green – Mr Haslam, St Margaret Church – Mr Boorman or Mrs Talbot, St Lawrence Church – Mr Penn and St Peter and St Paul's Church, Mr Haslam will speak to Mr Michaelides or Mrs Stiasny.

8 Action Plan

The Parish Council discussed the items on the Action Plan. It was requested to include a date on the Action Plan for every meeting and to add the following items which are Online Banking and setting up a Speed Watch Group. The Councillors are requested to review the plan and respond to the clerk before the next meeting.

9 **Accounts and cheques**

Mr Haslam proposed the signing of the cheques and agreed the direct debits and this was seconded by Mr Bulleid and agreed unanimously.

Cheques signed October 2023

Cheque No	Payee	Amount	VAT Reclaim	Description
006534	Mrs C Boland	£49.00	£8.17	Broadband
006535	St Lawrence Cricket Club	£360.00		Donation for gate repair
006536	Cancelled cheque	£0.00		Cancelled
006537	Mrs C Ward			Caretaker Salary
006538	Mrs C Boland			Clerks Salary
006539	Kent County Council			Pension
006540	Down To Earth Trees Limited	£375.24	£62.54	Japanese Knotweed Treatment
006541	Victim Support	£250.00		Donation
006542	Sevenoaks District Council	£411.10	£63.05	Refuse and Dog Bins
006543	K C Davies Limited	£30.00		Window cleaning
006544	MDH Horticultural Contractors	£1,446.40	£274.40	Parish Mowing
006545	Kent County Playing Fields Association	£20.00		Annual Subscription
006546	Mazars LLP	£504.00	£84.00	Audit
006547	Sevenoaks District Council	£32.80		Refuse collection
006548	Streetlights	£715.49	£119.25	Streetlighting
006549	Automated Systems Group Limited	£24.46	£4.08	Photocopier
006550	RBL	£95.00		Wreaths
006551	Seal PCC	£650.00		Churchyard mowing
006552	St Lawrence PCC	£600.00		Churchyard mowing
006553	St Margarets PCC	£575.00		Churchyard mowing

Direct Debits Received to date

Payment Date	Payee	Amount	VAT Reclaim	Description
25/10/2023	Npower	£243.99	£11.62	Streetlighting
30/09/2023	SEFE Energy	£42.97	£2.05	Seal Pavilion Gas
20/10/2023	British Gas	£208.99	£9.95	Seal Pavilion Electricity
Credit				
Date	Payee	Amount	VAT reclaim	Description
30/09/2023	HM Revenue and Customs	£173.43		Deductions
11/10/2023	MDH Horticultural Contractors	£200.00		Overpayment 21/9/2023

10 Items for Information only

11 Planning

The Council received and noted the minutes of the planning committee on 14th September and 25th September 2023 and the responses to planning consultations submitted after those meetings which have been circulated.

The Next Parish Council meeting will be 9th November at Seal Pavilion at 7.30pm.

Consultations:

- National Highways and Transport Survey 2023-24 | Let's talk Kent. There are 6 surveys covering: accessibility, highways maintenance, public transport, road safety, tackling congestion and walking and cycling. The deadline for responses is 29th February 2024.

Matters for Information Only

A reminder to report all Highway issues direct to KCC 03000 41 81 81

<https://www.kent.gov.uk/roads-and-travel/report-a-problem> –

A reminder to report problems on PROW to 03000 41 7171 8am-8pm Mon-Friday.

<https://www.kent.gov.uk/environment-waste-and-planning/public-rights-of-way/report-a-problem-on-a-right-of-way>

Please report street light outages in Seal (other than on the A25) to the Parish Council.

Meeting Closed 9.25pm