

SEAL PARISH COUNCIL

Clerk to the Parish Council
Mrs Clare Boland

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Office hours: Monday, Tuesday, Thursday and Friday 9am-1pm

Clerk's Office
Valley House
Carters Hill
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Sevenoaks
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TN15 0RY

You are hereby summoned to attend a meeting of the SEAL PARISH COUNCIL which will be held on THURSDAY 9th May 2024 in Seal Pavilion on Seal Recreation Ground beginning at 7.30pm to transact the business shown on the agenda below.

There will follow 10 minutes parishioner's question time.

- 1 To receive apologies for absence:
- 2 Election of Chairman and signing the Declaration book.
- 3 Election of Vice Chairman
- 4 The minutes of the last meeting to be agreed and signed.
- 5 Declarations of Interest
- 6 Clerk's report
- 7 Election of committees

Standing Committees	
Finance Committee x 6	AM, RB, MP, CH and LT (1 Vacancy)
Planning Committee x8	AM, TB, RB, CH, OB, RS, SR, MK
Committee	
Staff Committee x 4	RS, RB, LT, AM

Working Parties

Highways reporting issues	ALL
Seal Recreation Ground and facilities x6 Childrens Play Equipment inspection	6 Vacancies RB and Caretaker
Government Consultations on rota basis	All Councillors (RS)
KALC Sevenoaks	AM and CH
Seal Village Hall Management Committee x 1	Chairman 1 vacancy
Underriver Village Hall Management and UVA	*Robert Talbot will keep us informed
St Lawrence Village Hall x 1	MP will keep us informed
Highway Improvement Plan	CH, LT, OB

Speed watch and SID - Seal	RB SR
St Lawrence Sports Ground Liaison	CH, RB
Planting Horse Trough	*John
Parish Plan – Action plan	ALL
Village Spring Cleans – Stone Street - Seal	MP MK
Village Design Statements Seal Underriver St Lawrence	AM LT RB
Wildflowers, Sevenoaks Greensand Commons Climate Change x2	OB, MP and 1 vacancy
PROW Group x3	LT, OB, *Christine Owlett
Community communications and social media	CH, RS

*Robert Talbot, John and Christine Owlett are non-Councillors

8 KCC Matters – Councillor Gough’s matters

Carters Hill – Gulley blocked outside Deane House, update from Councillor Gough

Carters Hill – Update on the manhole and ditch that requires dredging.

Ashplatt footpath – Update from Councillor Gough on the path that requires clearing which has leaf mulch on both sides (Sevenoaks Town and Seal).

Gulley cleansing – from southside of railway bridge going north 6 gulleys require unblocking. KCC will follow up

9 District Councillors Report

10 Other Matters Requiring Discussion and Action

10.1 Parish Council Accounts 2023/2024

The internal audited accounts have been circulated to Councillors before the meeting including the Section 1 Governance Statement and Account Statement.

Councillors need agree the following:-

- i) Annual Governance Statement (Section 1)**
 - a. Consider the findings of the review
 - b. Approve Annual Governance Statement
- ii) Accounting Statement**
 - a. Consider the Accounting Statement
 - b. Approve the Accounting Statement
 - c. Ensure the Accounting statements are dated and signed.

The Parish Council to propose Lionel Robbins continues as our internal auditor for next year.

10.2 St Lawrence Cricket Ground

Following the agreement for the Council to apply to improve the Community Parking at Bitchet Green.

The Council to discuss funding of £15,825 for this project. Full details have been circulated.

10.3 IT Support Services

Mr Penn to update the Council on the Router for Seal Pavilion, for set up costs and installation plus router £181, and £8 per month for a Smarty Mobile SIMM only contract.

10.4 Seal Croft Cottages

The Chairman to update the Parish Council on planning and land management for SDC owned parking bays by 2 feet on the road by 9-12 Seal Croft Cottages on Childsbridge Lane.

10.5 Administration

The Chairman to update the Parish Council whether other representations were received regarding the Grant Award Policy.

10.6 Wildflowers

Mr Boorman to update us on the teams meeting with KCC.

10.7 Parish Plan

The Parish Council to consider the Parish Plan and report any updates.

10.8 Seal Recreation Ground

The Parish Council to consider a quote from SDC to purchase a bin costing £400.00 per bin plus a £150.00 installation cost and the normal emptying cost for locations at Zambra Way and Seal Recreation Ground.

10.9 Action Plan

11 Finance

The Finance Committee to recommend to full council an increase on Top Banana's rent of £10 per week and approve £180 increase for Sevenoaks Football Club for the year 2024/25.

12 Accounts and cheques

13 Items for Information only

13.1 Annual Assembly

We have our Annual Assembly taking place on Wednesday 15th May at 7.30pm and we welcome Parishioners to attend. There will be a chance to discuss any issues with Councillors, County Councillors and District Councillors and there will be refreshments afterwards.

13.2 Assets of Community Value

SDC have informed the Parish Council that the nomination has been successful for Five Bells Pub in Seal and Seal Library.

14 Planning

The Next Parish Council meeting will be 13th June at Seal Pavilion at 7.30pm.

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.

Mrs Clare Boland 2 May 2024