

## SEAL PARISH COUNCIL

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**Clerk to the Parish Council**  
**Mrs Clare Boland**

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**Website: [www.sealparishcouncil.org.uk](http://www.sealparishcouncil.org.uk)**

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

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

**You are hereby summoned to attend a meeting of the SEAL PARISH COUNCIL which will be held on THURSDAY 13th June 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 The minutes of the last meeting to be agreed and signed.**

**3 Declarations of Interest**

**4 Clerk's report**

**5 KCC Matters – Councillor Gough's matters**

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

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

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

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

**6 District Councillors Report**

**7 Other Matters Requiring Discussion and Action**

**7.1 Recycling Area**

Mr Kay to discuss the fly tipping and clearing of the recycling area in Seal Recreation Ground.

**7.2 Annual Assembly**

Councillors to reflect how the meeting went and prepare for our next meeting.

**7.3 Sevenoaks Greensand Commons**

The draft job description which has been circulated for consultation is attached for Councillors to review and agree if they wish to suggest any amendments.

**7.4 IT Support Services**

Authorise a proposal for SPC to spend £120 plus VAT to appoint computer specialist MaxIT to undertake an audit and prepare a report on the setup and security aspects of the SPC PC network located at the SPC Clerk's home.

**7.5 Seal Croft Cottages**

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

**7.6 Funding for maintenance and clearing of PROW Restricted Byway SR157 (Kettleshill to Redlands)**

The Working Group has already circulated a report to Councillors with the agenda and quote, setting out the work required and costings for this project. Once carried out it will again open up a safe off-road track from Underriver to Fawke Common, which is currently unpassable for horses and very difficult for walkers during the winter months. The total cost of the work is £4150. The working group have been successful in gaining over 50% funding from Kent County Council PROW, towards the project.

Mrs Talbot proposes “That the Parish Council part fund this project to the sum of £1800.”

**7.7 Administration**

The Parish Council to discuss the Grant Award Policy to form a decision on this policy.

**7.8 Wildflowers**

Mr Boorman to update the Council on the meeting with KCC.

**7.9 Parish Plan**

The Parish Council to discuss and agree the Parish Plan circulated.

**7.10 Highway Improvement Plan**

Would all Councillor's please read the latest HIP document received from KCC, circulated with the agenda. The HIP working party will be meeting later in June, to discuss it. If you have any comments or questions, can you please email them to Mrs Talbot by Monday 24<sup>th</sup> June. In order that a full response to KCC can be prepared to circulate with the July agenda for approval.

**7.11 Seal Pavilion**

The Parish Council to consider quotes received for the decoration of the interior and exterior of the Pavilion.

**7.12 Capital Grants**

The Parish Council to consider SDC letter regarding the £4,000 grant.

**8 Action Plan**

**9 Finance**

The Parish Council to agree Top Banana Annual Rent for the 2024/25 term.

**10 Accounts and cheques**

**11 Items for Information only**

**12 Planning**

The Council received and noted the minutes of the planning committee on 9<sup>th</sup> May and 27<sup>th</sup> May 2024 and the responses to planning consultations submitted after those meetings which have been circulated.

The Next Parish Council meeting will be 11<sup>th</sup> July in Underriver Village Hall 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 7<sup>th</sup> June 2024**