

## **SEAL PARISH COUNCIL**

**Office Address Weald Heights, Fawke Common, Sevenoaks, Kent**

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**A meeting of SEAL PARISH COUNCIL was held on Thursday 14<sup>th</sup> November 2024 at 7.30pm in Seal Pavilion.**

**No parishioners present for question time**

**Present**

**Mr C Haslam (in the chair)**

**Mr T Bulleid**

**Mr O Boorman**

**Mr M Kay**

**Mr A Michaelides**

**Mr M Penn**

**Mr S Ratcliffe**

**Mrs R Stiasny**

**Mrs L Talbot (Acting Proper Officer – taking minutes)**

**Also present Cllr. R Gough (for the first part of the meeting)**

- 1. Apologies for absence – Mr R. Bourne, Cllr J Thornton, Cllr, R Hogarth**
- 2. The minutes of the 12<sup>th</sup> September 2024, 10th October 2024 and EGM 18/9/24 were agreed and signed.**
- 3. Declarations of interest - None**
- 4. Update on last month**

The new litter bins on the recreation ground have been put in, Godden Green seat has been installed. The Zambra Way litter bin, is in place outside the school. The comments on the Hip had been returned to KCC Highways. They have sent us some results from traffic counts which will be looked at by the HIP working group. The residents survey on double yellow has still to be carried out in Zion Street, Mr Ratcliffe agreed to oversee this. The mirror for Church Road, Stone Street is waiting to be erected. An order has been placed for the play equipment repairs highlighted by ROSPA and work should be carried out on the 21<sup>st</sup> November. The rubbish has been cleared from the hedging around the recycling centre and SDC have ordered a new larger litter bin, which should be installed shortly. The Action plan had been updated and circulated. The pavilion wi-fi SIM data contract is being changed to 3 networks, it will be a business account and paid by direct debit. We understand that prosecutions are taking place for the dumping of food waste at the recycling centre.

## 5. **KCC and SDC Reports**

Cllr Gough confirmed that the Zion Street left turn road markings, would be put in shortly and Nigel Rowe would be in touch with the Mrs Talbot to discuss the latest HIP comments.

Cllr Gough had allocated £1,500 towards HIP improvements from his Members Allowance. The Pothole blitz/highway repairs had now finished for the time being.

Cllr Gough will look into the 3 day road closure planned for 25<sup>th</sup> November of School Lane and report back.

KCC had set up a Household Support Fund, to help people just above the pension credit allowance who would not receive Winter Fuel allowance. Cllr Gough had recently visited Ukraine and there were plans for towns and parishes to be able to link up.

The Chairman said that recycling of bottles, cardboard, food waste was being looked at in line with government recommendations and a consultation would be held. The Tarmac Greatness Quarry Outline Planning Application had been approved and the plan showed the cycle route onto Childsbridge Lane and over the bridge does not affect the parking along Seal Croft Cottages.

SDC will be reducing their ward councillors from 54 to 48 in the proposed district boundary changes. The ward sizes would increase from 4,000 to 4,300 electorate. This is likely to mean changes to the Seal, Kemsing and Weald boundaries and the number of Councillors in these Wards.

## 6. **Office Photocopier**

The leased photocopier was being returned 15<sup>th</sup> November. As the contract was not due to finish until January 2026, the PC have had to pay a settlement figure. They have also had to pay ASL a collection charge both as shown on the cheque list.

## 7. **CIL Payment**

The Parish Council have received a new CIL payment from SDC totalling £13,875.47.

Part A payment of £8325.28 can be spent on the following:-

- i) The provision. Improvement, replacement, operation or maintenance of infrastructure or
- ii) Anything else that is concerned with addressing the demands that development places on an area.

Part B payment of £5550.19 can be spent on the provision, improvement, replacement, operation or maintenance of infrastructure only.

## 8. **Victim Support**

Mr Michaelides proposed "That we donate £250 to Victim Support as last year."  
Seconded by Mr Bullied. This was agreed unanimously.

**9. To cut back undergrowth from path – Seal Recreation Ground**

The price received was to cut back more than needed. Mrs Talbot was asked to get two new quotes to only cut back 1 metre on the east side of the path from Seal Pavilion to Wibble Way, so that the path was clear.

**10. Greensand Way Ranger**

SDC are at last in the process of advertising for a ranger to work 3 days a week with volunteers on Greensand Commons. The areas include, Bitchet Green, Fawke Common and Seal Chart.

**11. New PROW map for Godden Green**

The Council has been trying to get a replacement map for the PROW notice board. The Ramblers have been working with KCC and produced a new draft map and it was agreed the map should be made as large as possible, perhaps removing some of the photos. The Council agreed to delegate this to Mrs Talbot to discuss further with the Ramblers.

**12. Accounts and Cheques**

The cheque list and direct debit payments were proposed Mr Michaelides and Seconded by Mr Penn and agreed unanimously.

<b>November</b>				
<b>Cheque No</b>	<b>Supplier</b>	<b>Total</b>	<b>Vat</b>	<b>Description</b>
006740	Siemens	561.36	93.56	<b>Already paid termination of photocopier agreement</b>
006741	Richard Abel Landscapes	462.00	77.00	Winter Barrier baskets
006742	MDH	3651.60	608.60	September 3211 & October 3240 invoices
006743	Street Lighting	715.49	119.25	Part 2 maintenance contract
006744	SDC	390.00	65.00	Dog bins July-Sept
006745	SDC	65.60	Nil	Pav waste collection 9/9-6/10
006746	Kent County Playing fields Assoc	20.00	Nil	Annual sub
006747	Spy Alarms	306.00	51.00	Extinguishers
006748	Mrs L Talbot	149.43		Storage boxes/stamps
006749	ASL	462.00	77.00	Collection of photocopier
006750	Mrs C Boland			Salary increase back dated from 1/4/24
006751	KCC Pension			Boland pension on back pay

006752	Mrs C Ward			Caretakers Salary
006753	Community Heartbeat	131.94	21.99	Defib pads, Seal High Street
006754	Mr R Crouch	341.73		Litter bins/Godden green seat
006755	Mrs L Talbot	310.63	51.77	Safety mirror and pole St/St
006756	Mr S Chatfield	50.00		Clearing hedge at recycling bins
006757	Mr C Haslam	99.96		Poppy wreaths
006758	Victim Support	250.00		Donation

#### Direct Debits

23/9/24	Peninsula	1194.00	199.00	Employment service
6/9/24	Peninsula	206.31	32.78	HR Monthly payment
3/10/24	N Power	273.77	13.04	Street lighting
31/10/24	British Gas	203.00		Pav electricity
5/10/24	Peninsula	206.31	32.78	HR monthly
3/10/24	Yu energy	77.43		Pav gas
5/11/24	Peninsula	206.31	34.87	HR monthly payment
20/10/24	British Gas	203.33		Pav electricity
5/11/24	N Power	282.01	14.10	Street lighting

#### Credits

2/9/24	Leonette Rossouw	2261.35		Rent
6/9/24	SDC	4000.00		Grant for car park Bitchet Green
19/9/24	Thames Water	443.88		Water rates
30/9/24	SDC	41260.00		2 <sup>nd</sup> precept payment
3/10/24	Yu energy	155.47		Pav gas

13. **Seal Christmas Tree** will be put up on Friday 29<sup>th</sup> November. A big thank you to Edward Oatley and his team for overseeing this. Mrs Talbot to check with Mrs Gilchrist that the lights will be able to be plugged in as normal.

**14. Planning**

Planning minutes were noted from 10<sup>th</sup> October 2024.

**15. Update on the Administration of the Council by Mrs Stiasny.**

A report was circulated by Mrs Stiasny to Councillor on advertising for a new Clerk and ongoing temporary cover. It was proposed by The Chairman "That a postal redirection was set up for office post for 6 months costing £387.50" Seconded by Mrs Stiasny. This was agreed unanimously.

**16. Councillors email addresses**

A few Councillors are reporting problems, as they are not receiving emails on their SPC email address. There was discussion but no decision, it was decided that the Chairman and Mr Penn would discuss further outside the meeting and report back.

**17. Back dated pay increase from 1<sup>st</sup> April 2024 for the previous Clerk.**

The Finance Chairman, Mr Michaelides proposes "That in line with the statutory termination agreement, the previous clerk Mrs Boland receives the salary increase now awarded by NALC backdated to 1<sup>st</sup> April 2024". Seconded by Mr Haslam. This was agreed unanimously.

**18. Information Only**

A Finance meeting would be set up in December to prepare the budget. Dates to be circulated.

The next full council meeting will be held on Thursday 9<sup>th</sup> January 2025

Meeting closed at 8.50pm