



SEAL PARISH COUNCIL

MINUTES

Minutes of the Meeting of Seal Parish Council held on Thursday 9th October 2025 at 7.30 pm, at Seal Memorial Pavilion, Seal Recreation Ground, High Street, Seal TN15 0AF.

Present: Cllr Haslam Chairman, Cllr Fettes, Cllr Boorman, Cllr Penn, Cllr Talbot

Also Present – Kassia Estrada-Castillion- Clerk

Julia Thornton- SDC Councillor

Marc Logen- KCC County Representative

10th October 2025

BUSINESS TO BE TRANSACTED

1. Apologies for absence received.

Apologies were received from Cllr Kay, Cllr Bulleid, Cllr Ratcliffe, Cllr Michaelides, Cllr Hogarth, and PC Costin.

2. Declaration of Changes to the register of interests.

None were declared.

Members noted that Cllr Bourne had resigned from the Council with immediate effect.

The Parish Council recorded its thanks to Cllr Bourne for his service to the community and wished him well for the future.

3. Declarations of Pecuniary Interest or other Interests as defined by the LGA Code of Conduct and the Localism Act 2011 on any items on the agenda

None were declared.

4. Requests for dispensation

None.

5. To agree the minutes of the Full Council Meeting

A councillor queried the inclusion of the Clerk's CiLCA qualification payment within the payment schedule, noting it had not been discussed by the Staffing Committee. The comment was noted.

Resolved: The minutes were taken as read and duly signed and initialled by the Chairman.

Public Forum (Minute book closed)

6. District and County Councillor Reports

KCC Report:

Work is continuing at KCC and across District and Town Councils in Kent to determine the preferred approach to Local Government Reorganisation (LGR). Proposals have

been submitted for single, three, and four unitary council models. A public consultation is expected to take place shortly before a final option is submitted to Government in November.

KCC currently faces a £120 million shortfall for 2026. Efforts are being made to improve efficiencies and reduce costs, as outlined in the representative's update available here. It was acknowledged that significant improvements will take time to achieve.

Councillors noted that bus services should be considered as part of future discussions.

SDC Report:

Updates were provided on the Local Plan, noting that many of the proposed housing developments are located on Grey Belt land. Public consultation events are being held across the district to engage residents.

7. Updated Highway Improvement Plan – Summary and full report circulated. Councillors to discuss the contents of the update, including items requiring decisions.

CLlr Lorna Talbot provided an update, summarising the points outlined in her written report. Members agreed to continue to press KCC for progress on outstanding items within the plan.

Actions:

- To ask KCC if a sign could be installed at the top of Carters Hill.
- HIP Working Group to meet to decide which items can be worked through first.

8. To consider the ROSPA Safety Audit Review and the list of maintenance tasks required at Seal Recreation Ground and Bitchet Green Cricket Ground (quotation circulated), and to agree next steps.

Members accepted the report and agreed to proceed with all costed items on the list provided to address and resolve the outstanding issues relating to the playground. It was further agreed that additional quotes would be obtained for the fencing at Bitchet Green.

9. To review the Action Plan.

The Action Plan was reviewed. It was agreed that efforts should be made to recruit additional councillors, particularly to increase representation in Godden Green.

It was actioned that we will look for more councillors.

10. Finance

10.1 To approve the Payments Schedule for October and quotes

The Payment Schedule for October was approved and duly signed by the Chairman and a Councillor signatory, in conjunction with the supporting invoices.

Supplier	Gross	Description
Caretaker	443.16	Caretaker Salary
Clerk	1,196.65	Clerk's salary

RBL	100.00	Poppy Wreaths
RWE	300.00	To remove a broken branch overhanging the public footpath (Zambra Way, the back of Seal Recreation Ground).
Safeplay Playground	856.80	Repairs to Seal Rec Playground
R Crouch	2,563.00	Bitchet Common- clearing up bridleway
R Crouch	290.00	Supply and replace map board- Godden Green
Handyman Hicks	50.00	Cutting round CCTV, fixing door in Seal pavilion
Handyman Hicks	100.00	Fix Gate and Bench on recreation ground
Handyman Hicks	288.00	Install 3 new 4x4 post cemented in and new half round 100mm handrail to stairs back of seal recreation ground.
Handyman Hicks	3,720.00	Removal of all old post around Zambra Way Field and installation of around 75 -80 new posts @ 500mm out of ground cemented in all post below ground to be painted in a protective coating to prolong life of posts
Hirer	75.00	Hall Hire Deposit Return
HMRC	349.01	PAYE NIC
MDH Horticultural	166.80	Shrubs cutting and cctv clearing round the back of Seal War Memorial Pavilion.

Supplier	Gross
Yu Energy	122.64
Castle Water	207.35
British Gas	165.54
H3G	24.28
CHG	1.05
Natwest Bankline	25.85

The quotes were accepted for

- The fixture of the stairs at the back of the Seal Recreation Ground.
- Zambra Way post replacements.
- Repair of gate and bench on Seal Recreation Ground.

10.2 To Note the internal transfers for October

The internal transfers were noted.

From A/C	Amount	To A/C
Cur Ac	23,000.00	CCLA

11. Other information.

During this item, Cllr Talbot informed Members of her decision to step down from the Staffing Committee.

11.1 To receive information on the Council and Committee email distribution lists

@sealparish.gov.uk)

Members discussed ongoing issues with the Council and Committee email distribution lists. It was noted that some Members had experienced difficulties accessing or using the system, and the matter will be reviewed to ensure all councillors can receive and send emails as intended.

11.2 Remembrance Wreaths

It was decided that Cllr Fettes would lay the wreath at Seal, Cllr Talbot at St Mary's Underriver, Cllr Penn at St Lawrence Stone Street, and Cllr Haslam at Godden Green.

END OF MEETING: 9:56